

Facility Management Division

Prime/HO/FMD/2014/

August 18, 2014

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**Sub: Request for financial proposal for supply of furniture (Chair, Table & Sofa Set etc) for the Naogaon Branch, Naogaon.**

Dear Sir,

Reference may please be made on the above mentioned subject.

We would like to inform you that, the Management of Prime Bank Limited has decided to purchase new **furniture** for the **Naogaon Branch, Naogaon**. Being enlisted firms with us under category – F, you may participate by submitting the Financial Proposal for the captioned work.

We need to have your estimated cost for the above item. The quotation of the item to be submitted to us will be inclusive of supply/installation cost, carrying cost, income TAX, VAT etc.

**You are therefore, requested to collect the Bill of Quantity (BOQ) from Facility Management Division, Head Office, 29, RAJUK Avenue (2nd Floor), Dhaka – 1000 during office hours from 18.08.2014.**

**The said Financial Proposal furniture (Chair, Table & Sofa Set etc) of our Naogaon Branch, Naogaon should be submitted along with a cover letter in a sealed envelope addressing the Senior Vice President, Facility Management Division, Prime Bank Limited, Head Office, 29, RAJUK Avenue (2<sup>nd</sup> Floor), Dhaka – 1000 within 3:00 pm on 03.09.2014. For further details, you may contact **Facility Management Division, Head Office, 29, RAJUK Avenue (2<sup>nd</sup> Floor), Dhaka – 1000** during office hours.**

The Bank reserves the right to reject any or the entire proposal without (assigning any reason) whatsoever, or waive any irregularity in the proposal and the Bank will not be bound to accept either the lowest financial proposal or any other proposal. Bank also reserves the right to divide the whole work among different vendors.

Thanking you



**Md. Shahidul Hoque**  
Senior Vice President

**Bill Of Quantity : Supply of Chair for NAOGAON Branch, NAOGAON Prime Bank**

Sl.	Description	Unit	Quantity	Rate (in Tk.)
<i>Seating</i>				
	MANAGER'S CHAIR Supply, fitting & fixing of Imported high back revolving armed chair for Manager with imported Black PU upholstery, tilted back, 5 leg wheel, hydraulic system including necessary hardware & accessories etc. all complete as per design, direction and full satisfaction of the Engineer in charge (Model: C169TY C20P).Branch)/Otobi/Delco/BOHO		1.00	
1	OPERATION MANAGER'S CHAIR Supply, fitting & fixing of Imported high back revolving armed chair for Manager with imported Black PU upholstery, tilted back, 5 leg wheel, hydraulic system including necessary hardware & accessories etc. all complete as per design, direction and full satisfaction of the Engineer in charge (Same to Patuatoli Branch)/Otobi/Delco/BOHO	each	1.00	
2	MANAGER VISITOR'S CHAIR Supply, fitting & fixing of Imported low back fixed type armed chair for Operation Manager with imported Black color fabric upholstery including necessary hardware & accessories etc. all complete as per design, direction and full satisfaction of the Engineer in charge ( <b>Same to Patuatoli Branch</b> )/Otobi/Delco/BOHO	each	3.00	
3	OFFICERS CHAIR Supply, fitting & fixing of Imported low back revolving armed chair for Officers / Meeting with imported Maroon color fabric upholstery, tilted back, 5 leg wheel, hydraulic system including necessary hardware & accessories etc. all complete as per design, direction and full satisfaction of the Engineer in charge ( <b>Model: A UG12</b> )/Otobi/Delco/BOHO	each	15.00	
5	VISITOR'S CHAIR Supply, fitting & fixing of low back fixed type chair with imported Black Colour fabric upholstery including necessary hardware & accessories etc. all complete as per design, direction and full satisfaction of the Engineer in charge.(Same to Patuatoli Branch)/Otobi/Delco	each	16.00	
6	DINNING CHAIR Supply, fitting & fixing of Imported fixed type armless chair for Dinning room including necessary hardware & accessories etc. all complete as per design, direction and full satisfaction of the Engineer in charge ( <b>Same to Patuatoli Branch</b> )/Otobi/Delco	each	5.00	

7	<b>OFFICERS TABLE WITH SIDE TABLE</b> Supply, fitting & fixing of Officers Table made of imported laminated board of approved color and quality including locks, support rubber mountings, keyboard keys, drawer channels, computer wiring cut thoughts and other standard hardwares etc. all complete as per standard design and full satisfaction of the Engineer in charge. (Design, quality of material & workmanship should be same as SBC Tower Branch, size: 4'-0"X2'-6")		10.00	
8	<b>OM TABLE</b> Supply, fitting & fixing of Meeting Table made of imported laminated board of approved color and quality including locks etc. all complete as per standard design and full satisfaction of the Engineer in charge. (Design, quality of material & workmanship should be same as Foreign Exchange Branch, Size will depend on space. <b>Size-5.9X2.9"</b>		1.00	
12	Double Sofa (Marron Febrick), Prime Design <i>N.B:Chair &amp; Sofa Maroon &amp; Table Mahogany</i>	each	4.00	
				<b>Total Tk.</b>