

Sub: Request for submission of price proposal for Laptop.

Dear Sir,

Please know that Prime Bank Limited intends to purchase Laptop for different Prime Bank Officials. For this purpose, we are inviting you to submit financial offer along with technical specification of your product in your letterhead pad using following format:

**Lot- A: Laptop**

Item Description	Unit Price in BDT (inclusive VAT & Tax)	Qty	Total Price in BDT (inclusive VAT & Tax)	Remarks
Laptop		15		

**Terms & Conditions:**

**1. Delivery & Installation:**

A. From ready-stock as and when required for the time period not less than 06 months.

B. The supplier will deliver & install the products to the Bank's selected location (anywhere in the country). No additional cost will be paid by the bank for transportation.

C. In case of supply of interior quality/defective goods; any change request by Prime Bank must be entertained.

**2. Payment Payment:** Payment will be made within 30 (Thirty) days from receipt of bill from the Supplier. Payment will be made as per the following terms and conditions:

A. 90% of the unit price will be paid after satisfactory installation of the equipment & subsequent certification of IT division/concern users.

B. Remaining 10% of the unit price will be paid to the Supplier after 06 (Six) months satisfactory operation of the equipment.

C. Bank will deduct VAT & AIT as per govt. rules.

**3. Warranty:** 3 (years) Full warranty. During this period, the vendor shall repair any kind of defects including replacement of any parts at its own cost or replace the equipment if necessary.

**4. Support Level:** The Supplier shall provide immediate response either by phone, e-mail, and fax or by person to any of the Purchaser's queries related to support and service.

**5. Validity of the Rate:** The quotation rate and other terms and conditions should cover a period of 06(Six) months for the date of submission of RFQ.

**6. Technical specification:** Attached in Annex-A

**7. After going through the terms & conditions, if you are interested to participate in the bidding process:**

A. Please submit your proposal in your company's letterhead pad as per format given in this page and signature of your company's authorized representative and must be submitted at the tender box of our office on 13.06.2017 from 10:30 am to 3.00 pm. No quotations shall be dropped before or after this time period.

B. Please return this letter with signature of authorized signatory and seal of the company as proof of acceptance of the terms & conditions.

Thanking you.



Md. Mir Murad Ali

Senior Assistant Vice President & Deputy

Annex-A

Specification		Bidders' Response
Brand	Please Mention	
Model	Please Mention	
Processor (minimum)	4 <sup>th</sup> Generation Intel Core i5, 2.0 GHz, 3 MB Cache	
Chipset	Intel Chipset compatible with processor	
HDD (minimum)	500GB	
RAM (minimum)	4 GB DDR3	
Display size	14" LED	
Optical Drive	Not Required	
Graphics system	Intel Graphics, Model: Please mention	
External I/O ports	(2) USB 3.0+ (1) USB 2.0, RJ45 Ethernet, HDMI/VGA, headphone, microphone in, 8-in-1 Memory Card Reader, COM	
Speakers	Stereo Speakers	
Webcam	HD 2.0MP webcam with digital microphone	
LAN/NIC	10/100/1000 Ethernet LAN	
Wireless	Wireless 1704 802.11 b/g/n	
Bluetooth	Integrated Bluetooth Technology	
Power Supply (minimum)	Please Mention	
Battery (minimum)	6-cell Lithium Ion Battery, Please mention Back Time	
Product Dimension	Please Mention	
Product Weight	Please Mention	
OS	Genuine Windows 8.1 Professional with CD media	
Warranty	Three (03) Years Full Warranty with support and spare parts	
Delivery Time	Please Mention	

