

Sub: Request for submission of price proposal for Laptop.

Dear Sir,

Please know that Prime Bank Limited intends to purchase Laptop for different divisions. 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		5		

**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:** 01(One) year 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. Technical specification:** Attached in Annex-A.

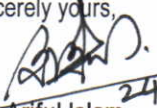
**6. After going through the terms & conditions, if you are interested to participate in the bidding process:**

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 07.08.2014 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.

Sincerely yours,

  
24.07.14

**Md. Ariful Islam**  
Assistant Vice President

Specification		Bidders' Response
Brand	Please Mention	
Model	Please Mention	
Processor	Intel Core i3, 3rd Generation, 2.0 GHz minimum (minimum)	
Chipset	Please mention	
Wireless	IEEE 802.11 a/b/g; Bluetooth; wireless support	
OS	Genuine Windows 8 Professional 32 Bit	
Graphics	Please mention	
Display	14" (minimum)	
System memory	2GB DDR3 (minimum)	
HDD	250GB HDD SATA (minimum)	
Optical disk drive	8x DVD+/- RW	
LAN	10/100 Mbps (minimum)	
Ports	USB 2.0, 1xexternal VGA Monitor, RJ-45	
Warranty	One (01) Year Warranty	