

**RFQ for Bulk printing service of BBL**

*Submit your response to the following contact.*

Company **BRAC Bank Ltd.**  
 Buyer **Md. Ehsanuzzaman Riyad**  
 Location **House No. 220/B**  
**Tejgaon Industrial Area,**  
**Gulshan Link Road**  
**DHAKA 1208**  
**BANGLADESH**

Phone  
 Fax  
 E-mail **ehsanuzzaman.riyad@bracbank.com**

*When submitting your response, include the following information.*

Your Company Name	
Company Site ( <i>Optional</i> )	
Address	
Contact Details	
Response Valid Until ( <i>Optional</i> )	

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## 1 Overview

### 1.1 General Information

Title	<b>Bulk printing service</b>
Buyer	<b>Md. Ehsanuzzaman Riyad</b>
E-Mail	<b>ehsanuzzaman.riyad@brac bank.com</b>
Introduction	

**Dear Sir:**

BRAC Bank Limited invites Technical proposals for the requirement mentioned in the RFQ from reputed Companies having experiences in Telco & Banking and are OEM specialized partners.

Please check following attached files for detail scope and instruction for your response

a) Annexure 1: Scope of work

b) Annexure 2: Supplier Declaration Form

## 1.2 Schedule

Preview Date

Close Date **18-Mar-2021 17:00:28**

Time Zone **Bangladesh Time**

Open Date **15-Mar-2021 17:35:23**

## 1.3 Negotiation Controls

Response Visibility **Blind**

## 1.4 Terms

## Instructions

**GENERAL TERMS AND CONDITIONS:**

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1. **Purchaser's Right:** The Purchaser reserves the right to accept/ cancel/ reject any or all offer without assigning any reason. The Purchaser is not obliged to purchase the lowest offer or any offer at all. The Purchaser reserves the right to share the Bidder's response to this RFQ with its advisors and Purchaser Business Units. Purchaser reserves the right to: conduct negotiations with one or more Bidder and/ or accept the Bid without any negotiations.
  
2. **Bid Clarification Date:** Vendor need to confirm their participation in bid by sending their expression of interest at email of Khaleda.kabir@bracbank.com by 25<sup>th</sup> January,2021. **Subject of email** will be "EOI for Firewall for Bangladesh Bank, Ref no BBL/Proc/RFQ/Y21/18".
  
3. **Bid Submission/ Closing Date:** **BBL shall send link for submitting technical proposal only to those vendor who Submits EOI.** Vendor will submit technical proposal only. Commercial bid will be conducted through online/live auction later. The Purchaser reserves the right to reject any Offer submitted after the Closing Date. The Purchaser reserves the right to change the Time schedule at any time.
  
4. **Required Content and Structure of the Quotation:** The bidder shall submit soft copy of the **Technical Offer** through ERP.
  
5. **Quotation Validity:** The Quotation shall be valid for One Twenty (120) calendar days from the Quotation submission/ closing date.
  
6. Manipulation or any kind of unusual approach or failure to submit the proposal/offer within stipulated time frame will be treated as "Disqualification" to attend in the bidding.

## 7. Point of Contact:

**Technical Issues:** Saiful Hoque Robin, mohammadsaiful.haque@bracbank.com, contact no: +8801713187775

**Commercial Issues:** Khaleda Kabir, khaleda.kabir @bracbank.com, contact no: - 01844 048 111

8. After quoting price in Oracle Fusion (BRAC Bank ERP system), bidder has to submit breakdown of price through a mail. If ERP/system price does not match with breakdown price then BBL will consider ERP/system price as final one. BBL also reserves the right to disqualify the vendor if price differ.

9. If procurement committee deems that the existing outcome of a particular Open tender is not suitable/viable/feasible/lucrative enough to meet BBL standard and expectation, the particular bid may be floated again as re-tender to allow participation that may ensure submission of better technical and commercial proposals to suit BBL need/expectation the best.

Payment Terms  
Shipping Method  
Negotiation Currency **BDT (Taka)**

Freight Terms  
FOB

Price Precision **2**

### 1.5 Attachments

File Name or URL	Type	Description
Annexure 1 - Supplier Relation	File	
Scope of Work.docx	File	

## **2 Requirements**

*\*Response is required*



**Dear Sir:**

BRAC Bank Limited invites Commercial proposals for the requirement mentioned in the RFQ from reputed Companies having experiences in Banking

Please check following attached files for detail scope and instruction for your response

- a) Annexure 1: Scope of work
- b) Annexure 2: Supplier Declaration Form
- c) Annexure 3 : Draft Agreement

Submission of above mentioned documents has got direct bearing on the technical scoring of the bidder. Hence utmost

care in preparing the bid documents from bidder end is expected.

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**3. Bid Submission/ Closing Date:** Vendor will submit commercial proposal only. Commercial bid will be conducted through online/live auction later. The Purchaser reserves the right to reject any Offer submitted after the Closing Date. The Purchaser reserves the right to change the Time schedule at any time.

**4. Required Content and Structure of the Quotation:** The bidder shall submit soft copy of the **commercial Offer** through ERP.

5. **Quotation Validity:** The Quotation shall be valid for One Twenty (120) calendar days from the Quotation submission/ closing date.
6. Manipulation or any kind of unusual approach or failure to submit the proposal/offer within stipulated time frame will be treated as "Disqualification" to attend in the bidding.
8. In Commercial Bidding, after quoting price in Oracle Fusion (BRAC Bank ERP system), bidder has to submit breakdown of price through a mail. If ERP/system price does not match with breakdown price then BBL will consider ERP/system price as final one. BBL also reserves the right to disqualify the vendor if price differ.
9. If procurement committee deems that the existing outcome of a particular Open tender is not suitable/viable/feasible/lucrative enough to meet BBL standard and expectation, the particular bid may be floated again as re-tender to allow participation that may ensure submission of better technical and commercial proposals to suit BBL need/expectation the best.

