

**Request for Quotation (RFQ) for Jabra Headset & Speaker for BRAC Bank Ltd.**

*Submit your response to the following contact.*

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

Phone  
 Fax  
 E-mail **farzana.haque@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>	
Response Type	<input type="checkbox"/> Primary <input type="checkbox"/> Alternate  <i>(This negotiation allows you to submit multiple responses. Mark this as your primary response or an alternate one.)</i>

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## Table of Contents

1 Overview.....	4
1.1 General Information.....	4
1.2 Schedule.....	4
1.3 Negotiation Controls.....	4
1.4 Terms.....	4
1.5 Attachments.....	4
2 Lines.....	5
2.1 Line Information.....	5
2.2 Line Details.....	5
2.2.1 Line 1.....	5
2.2.2 Line 2.....	5
2.2.3 Line 3.....	5
2.2.4 Line 4.....	6
3 Appendix: Alternate Lines.....	7
3.1 Instructions for Alternate Lines.....	7
3.2 Alternate Lines Template.....	7

## 1 Overview

### 1.1 General Information

Title **(RFQ) for Jabra Headset & Speaker**  
 Buyer **Farzana Haque** Outcome **Purchase Order**  
 E-Mail **farzana.haque@bracbank.com**

### 1.2 Schedule

Preview Date  
 Close Date **16-Jan-2022 12:00:00** Open Date **11-Jan-2022 13:26:37**  
 Time Zone **Bangladesh Time** Award Date

### 1.3 Negotiation Controls

Response Visibility **Blind**

### Lines Settings

Rank Indicator **1,2,3...**  
 Ranking Method **Price only**

### 1.4 Terms

Payment Terms  
 Shipping Method  
 Negotiation Currency **BDT (Taka)** Freight Terms **FOB**  
 Price Precision **2**

### 1.5 Attachments

File Name or URL	Type	Description
Instruction to Bidder.pdf	File	
Price Format for Jabra Headset	File	

## 2 Lines

### 2.1 Line Information

Line	Target Quantity	UOM	Response Quantity	Response Price	Line Amount	Promised Date
1-Audio Conference Kit - Jabra Speak 510	1	PC				
2-Audio Conference Kit - Jabra Speak 710	1	PC				
3-Jabra Evolve 30 Stereo Headset	1	PC				
4-Jabra Biz 2400 Stereo Headset	1	PC				

### 2.2 Line Details

#### 2.2.1 Line 1 Audio Conference Kit - Jabra Speak 510

To provide an alternate line, see appendix.

Category Name **OPEX.STATIONERY  
.COMPUTER  
ACCESSORIES**  
Item **CMACS00014**  
Allow Alternate Lines **Yes**  
Requested Date

Revision  
Alternate Line Provided  
Location

☐Yes ☐No  
**House No. 220/B  
Tejgaon Industrial  
Area,  
Gulshan Link Road  
DHAKA 1208  
BANGLADESH**

Start Price (BDT)

#### 2.2.2 Line 2 Audio Conference Kit - Jabra Speak 710

To provide an alternate line, see appendix.

Category Name **OPEX.STATIONERY  
.COMPUTER  
ACCESSORIES**  
Item **CMACS00014**  
Allow Alternate Lines **Yes**  
Requested Date

Revision  
Alternate Line Provided  
Location

☐Yes ☐No  
**House No. 220/B  
Tejgaon Industrial  
Area,  
Gulshan Link Road  
DHAKA 1208  
BANGLADESH**

Start Price (BDT)

#### 2.2.3 Line 3 Jabra Evolve 30 Stereo Headset

To provide an alternate line, see appendix.

Category Name **OPEX.STATIONERY  
.COMPUTER  
ACCESSORIES**  
Item **CMACS00014**  
Allow Alternate Lines **Yes**  
Requested Date

Revision  
Alternate Line Provided ☐ Yes ☐ No  
Location **House No. 220/B  
Tejgaon Industrial  
Area,  
Gulshan Link Road  
DHAKA 1208  
BANGLADESH**

Start Price (BDT)

#### 2.2.4 Line 4 Jabra Biz 2400 Stereo Headset

*To provide an alternate line, see appendix.*

Category Name **OPEX.STATIONERY  
.COMPUTER  
ACCESSORIES**  
Item **CMACS00014**  
Allow Alternate Lines **Yes**  
Requested Date

Revision  
Alternate Line Provided ☐ Yes ☐ No  
Location **House No. 220/B  
Tejgaon Industrial  
Area,  
Gulshan Link Road  
DHAKA 1208  
BANGLADESH**

Start Price (BDT)

### 3 Appendix: Alternate Lines

#### 3.1 Instructions for Alternate Lines

Alternate lines are allowed for some negotiation lines. For these lines, you can propose one or more alternatives by entering information for each alternate line in the format given below. Print and insert multiple copies as per your requirement.

#### 3.2 Alternate Lines Template

Negotiation Line <i>(Number and description of the negotiation line for which you have an alternative)</i>	Example: 1-xxxxxx where xxxxxx is the line description of first negotiation line.
Alternate Line Number <i>(Enter only numbers in sequence starting with 1 for every alternate line)</i>	
Alternate Line Description	
Response Price <i>(For a negotiation line with cost factors, enter your line price in the cost factors table)</i>	
Response Quantity	
UOM	
Promised Date	
Note to Buyer	