

Dear Sir;

We would like to inform you that, we are going to establish **DATA Center** in Modhumoti Bank Limited, Head Office Gulshan. In this connection, we would request you to submit your **Technical & Financial** offer as per our Bill of Quantity (BOQ). We would prefer your physical site verification before submitting your proposal.

General Terms and Conditions:

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 Submission/ Closing Date: The Quotation shall be submitting (Sealed Condition) to the below mentioned address: **Chairman Purchase Committee**, CSD Division 2nd Floor, Modhumoti Bank Limited, Motijheel, Dhaka by 4:00 PM (Bangladesh Standard Time) **January 5, 2020**. The Purchaser reserves the right to reject any Quotation submitted after the Closing Date. The Purchaser reserves the right to change the Time schedule at any time.
3. Required Content of the Quotation: Quotation must be submitted as per prescribed form as instructed below:
 - A. Proposal must be addressed for "**Chairman Purchase Committee**" of Modhumoti Bank Limited.
 - B. Complete proposal/offer must be signed with date by the authorized representative of the company.
4. Quotation Validity: The Quotation shall be valid for 90 calendar days from the Quotation submission/ closing date.
5. 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.
6. A qualified and valid PMP Certified Project Manager has to be assigned to complete the project in time and quality. Proposed Project Manager's CV has to be submitted along with the bid document.
7. The bidder shall have a minimum of 3 (Three) years of experience in the similar work, supply of goods and related services.
8. Tenderer must have experience in successfully supplying of similar goods and related services under minimum 1 (One) work order, with a minimum value of BDT. 1,00,00,000.00 (One) Crore within the last 3 (three) years in Bank/ Govt/NBFI. Satisfactory successful work compliance certificate should submit along with RFP document.
9. Manufacturer's authorization letter should be submitted of all Major Products in the bid documents.
10. Copy of Updated Trade License, Income TAX certificate, BIN certificate, VAT certificate, Bank Solvency Certificate.

Commercial Terms and Conditions:

1. Price: The quoted price should include applicable VAT. The rate of VAT should be mentioned in the quotation and All items should be offered in BDT (For any partial items of both projects, whole offer will be rejected).
2. Delivery Place: Dhaka, Bangladesh.
3. Payment Terms: Payment will be made after Final Acceptance (FAC will be given after successful delivery) & upon submission of the bill with work order & original challan which is duly signed by authorized personnel (Name & Seal, if available). Payment will be made through Bank Account only.
4. Price Submission: The bidder shall have to submit the price in the letter head pad.
5. The Bidder shall have to submit their proposal as per the format attached with the RFQ. Any proposal not following the format will be considered as disqualify and will not consider for evaluation.

Note: Please communicate for technical issues with ICT Division

Handwritten signature
18.12.2019


Handwritten signature
Shahnawaj Chowdhury
SEVP & Chief Operating Officer
Modhumoti Bank Limited
Head Office, Dhaka