



Date: October 17, 2022

**Request for quotation (RFQ) for 100 Units Desktop PC for the bank.**

**1.1 Scope of Bid:**

Shahjalal Islami Bank Limited (Hereinafter referred to as “the **Bank**”) willing to receive bids from the renowned firms for purchasing of 100 units Desktop PC for the Bank, which will be installed at different locations across the country.

**1.2 Documents comprising the Bid:**

1. Valid and up dated Trade License
2. e-TIN and VAT Certificate
3. Lease agreement / ownership title of office and full contact number of representative.
4. Company Profile (Establishment date, no of engineers, no of employees, no of bank clients, etc.)
5. Proof of Experience.
6. List of corporate clients with Certificates.
7. List of experience technical members.
8. Certificate of Authorized Dealer/ Supplier from the Manufacturer.
9. Original Catalogue with a mark/signature on respective items.

**1.3 Bid prices:**

Bidders shall quote the price in Bangladeshi Taka (BDT) for the items quoted excluding VAT & including Tax (VAT to be borne by the Bank). The price will include supply, installation and any charges thereof.

**1.4 Bid validity:**

Bid shall remain valid for a period of 3(three) months from the date of opening of proposals. In exceptional circumstances, prior to expiry of the original bid validity period, Bank may request the bidder to extend the period of validity for a specified additional period. The request and the responses thereto shall be made in writing. A bidder agreeing to the request will not be permitted to modify its bid.

**1.5 Deadline of bid:**

The bidder must submit the bids addressing to “The Member Secretary, Procurement Committee, Shahjalal Islami Bank Ltd., Corporate Head Office, 5<sup>th</sup> Floor, Shahjalal Islami Bank Tower, Plot-04, Block-CWN(C), Gulshan Avenue, Gulshan, Dhaka-1212 in closed envelope, duly marking the envelope as addressed at the above no later than 01.00 PM on October 20, 2022.

**1.6 Mode of Payment:**

Payment will be made after successful installation in all respects and subsequent submission of the bill after deducting Tax as per government rules. No advance payment will be allowed.

**1.7 Security Money:** 5% of the final bill amount will be deducted from the bill and kept as Security money up to warranty period.

**1.8 Mode of delivery:** Supplier bound to deliver the product at site own arrangement and own cost.

**1.9 Warranty:** Bidders/vendors should specify the warranty type and period clearly for each of the items /components. But the warranty period must not be less than 03 (three) year.

**2.0 Format of the Financial Offer for Desktop PC:**

| Item Description  | Unit Price of CPU with accessories excluding VAT | Unit Price of Operating System (BDT) excluding VAT | Unit Price of Monitor (BDT) excluding VAT | Total Price of 1 set Personal Computer (BDT) excluding VAT | Total Price of 100 sets Personal Computer (BDT) excluding VAT |
|---|--|--|---|--|---|
| Brand:<br>Model:<br>Country of Manufacture:<br>Processor Speed:<br>Memory:<br>Warranty: |  |  |   |  |   |



**2.1 Technical Specifications of Desktop PC:**

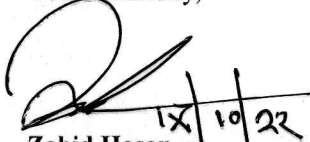
| Item Description        | Required Bank's Specification   |
|-------------------------|---|
| Brand                   | : Any Reputed Brand   |
| Model                   | : To be mentioned by the bidder   |
| Country Of Origin       | : To be mentioned by the bidder   |
| Country of Manufacture  | : To be mentioned by the bidder   |
| Processor Speed         | : Intel Core i3 (Mention in detail)   |
| Cache Memory            | : Mention in detail   |
| Chipset                 | : Intel Express Chipset   |
| Memory                  | : Min 8GB (1x8GB) (Mention in detail with expendability )   |
| Hard Disk               | : Around 1TB (Mention in detail with rpm and expendability)   |
| Graphics                | : Intel® Integrated Graphics  |
| Optical Drive           | : DVD +/- R/W Drive   |
| Networking              | : INTEGRATED GIGABIT 1 ETHERNET LAN 10/100/1000   |
| Audio                   | : Internal Business Audio Speaker   |
| Ports                   | : With available standard ports (Provide in detail)   |
| Security and Protection | : TPM 2.0 Enable  |
| Expansion Slots         | : Standard no of PCIe slots (Mention in detail)   |
| Monitor                 | : Same brand (Preferable 18.5")   |
| Keyboard                | : Same brand Keyboard   |
| Mouse                   | : Same brand Mouse  |
| Operating System        | : Part No-FQC-09478, Item Name- WinPro SNGL OPL NL Legaliazation GetGenuine, Description-Windows 10 Professional OLP GGW. |
| Warranty                | : 3 Years full warranty   |

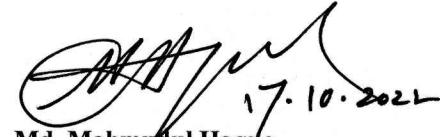
**2.2 Bank's Right:** Bank reserves the right to accept or reject any or all of the offers in full or part without assigning any reason whatsoever. The Bank shall not be under any obligation to accept the lowest quotation.

**2.4 Negotiation:** Bank has the right to negotiate price, warranty as well as terms and conditions with the lowest bidder and/or all bidders.

Ma-Assalam,

Yours faithfully,

  
18/10/22  
Zahid Hasan  
VP & In-charge of ITD  
Sanjay

  
17.10.2021  
Md. Mahmudul Haque  
SEVP & Head of CSD  
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