

Common Services Division
Corporate Head Office, Dhaka

Date: January 21, 2024

Sub: Request for quotation for supply and installation of 1000VA Instant Power Supply (IPS) for the Bank.

1.1 Scope of Bid

Shahjalal Islami Bank (Hereinafter referred to as “the **Bank**”) willing to receive bids from the renowned firms for supply and installation of 1000VA brand new Instant Power Supply (IPS) for the Bank for the period of 01(one) year, 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 Bin 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.
10. National ID card of proprietor/MD/CEO/Chairman.

1.3 Bid prices

Bidders shall quote the price in Bangladeshi Taka (BDT) for the items quoted Including Tax and excluding VAT. 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 EVP & Head of CSD, Shahjalal Islami Bank PLC., Corporate Head Office, 5th 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 4.00 PM on 24.01.2024.

1.6 Mode of Payment:

- i. 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.
- ii. 5% of the work order value will be kept as Security money up to warranty period.

1.7 Security Money: 5% of the work order value will be kept as Security money up to warranty period in the form of Cash/ Pay Order (P.O)/ Bank Guarantee (BG) etc.

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 01 (one) year.

2.0 Format of the Financial Offer for IPS:

Sl. No.	Specifications	Unit Price of BDT (excluding Vat & including Tax)	Remarks
01	Brand: Model: Capacity: Back Up Time: Output Voltage: Country of Domicile: Country of manufacture: Warranty:		

** Note: Price is including Tax and excluding VAT


2.1 Technical Specifications of IPS:

Particulars	Item description
Specification of System unit	
Name of item	Instant Power Supply (IPS)
Quantity	As per bank requirements
Brand	To be mentioned by bidder
Model	To be mentioned by bidder
Capacity	1000 VA
Manufacturer/assembled by	To be mentioned by bidder
Country of domicile of the brand	To be mentioned by bidder (except China)
Country of origin/assemble	To be mentioned by bidder
Working voltage (Input)	To be mentioned by bidder
Output Voltage	230V AC \pm 5%
Frequency	50 HZ
Wave Form	Pure Sine Wave
Safety protection	Low voltage, High Voltage, Over Load, Under Load, Surge Protector, Thermal Protection, etc.
Load Transfer Time	To be mentioned by bidder
Battery Charging Time	To be mentioned by bidder
Battery Charging Voltage	To be mentioned by bidder
Battery Charging Ampere	To be mentioned by bidder
Back Up Time	To be mentioned by bidder
Comprehensive Warranty	To be mentioned by bidder
Specification of Battery	
Battery Type & Voltage	To be mentioned by bidder
Battery Model	To be mentioned by bidder
Dimension & weight	To be mentioned by bidder
Country of origin/assemble	To be mentioned by bidder
Comprehensive Warranty	To be mentioned by bidder

2.2 Bank's Right: Shahjalal Islami Bank PLC. 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.

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

Ma-Assalam,
Yours faithfully,


21/01/24
Mahmudul Shamim Talukder
EVP & Head of CSD

