

২২

Bangladesh Data Center Company Limited (BDCCL)

Information and Communication Technology Division



ICT Tower, Plot # E-14/X, Agargaon,
Sher-E-Bangla Nagar, Dhaka-1207, Bangladesh
www.bdcl.gov.bd Phone: 55006441

REQUEST FOR QUOTATION

for

[Procurement of refilling fire extinguisher]

RFQ No: 56.06.0000.101.07.003.24.194

Date: 29 February 2024

To,

1. The Bangladesh Data Center Company Limited (BDCCL) has been allocated public funds and intends to apply a portion of the funds to eligible payments under the Contract for which this Quotation Document is issued.
2. Detailed Specifications and, Design & Drawings for the intended Goods and related services shall be available in the office of the Procuring Entity for inspection by the potential Quotationers during office hours on all working days.
3. Quotation shall be prepared and submitted using the 'Quotation Document'.
4. Quotation shall be completed properly, duly signed-dated each page by the authorized signatory and submitted by the date to the office as specified in **Para 6** below.
5. No Securities such as Quotation Security (i.e. the traditionally termed Earnest Money, Tender Security) and Performance Security shall be required for submission of the Quotation and delivery of the Goods (if awarded) respectively.
6. Quotation in a sealed envelope or by fax or through electronic mail shall be submitted to the office of the undersigned **on or before 07.03.2024 at 03:00PM**. The envelope containing the Quotation must be clearly marked **Quotation for "Procurement of refilling fire extinguisher"** and **DO NOT OPEN** before **07.03.2024 at 3:00PM**. Quotations received later than the time specified herein shall not be accepted.
7. Quotations received by fax or through electronic mail shall be sealed-enveloped by the Procuring Entity duly marked as stated in **Para 6** above and, all Quotations thus received shall be sent to the Evaluation Committee for evaluation, without opening, by the same date of closing the Quotation.
8. The Procuring Entity may extend the deadline for submission of Quotations on justifiably acceptable grounds duly recorded subject to threshold of ten (10) days pursuant to Rule 71 (4) of the Public Procurement Rules, 2008.
9. All Quotations must be valid for a period of at least **30 days** from the closing date of the Quotation.
10. No public opening of Quotations received by the closing date shall be held.
11. Quotationer's rates or prices shall be inclusive of profit and overhead and, all kinds of taxes, duties, fees, levies, and other charges to be paid under the Applicable Law, if the Contract is awarded.

12. Rates shall be quoted and, subsequent payments under this Contract shall be made in Taka currency. The price offered by the Quotationer, if accepted shall remain fixed for the duration of the Contract.
13. Quotationer shall have legal capacity to enter into Contract. Quotationer, in support of its qualification shall be required to submit certified photocopies of latest documents related to valid **Trade License, Tax Identification Number (TIN), VAT Registration Number**; without which the Quotation may be considered non-responsive.
14. Quotations shall be evaluated based on information and documents submitted with the Quotations, by the Evaluation Committee and, at least three (3) responsive Quotations will be required to determine the lowest evaluated responsive Quotations for award of the Contract.
15. In case of anomalies between unit rates or prices and the total amount quoted, the unit rates or prices shall prevail. In case of discrepancy between words and figures the former will govern. Quotationer shall remain bound to accept the arithmetic corrections made by the Evaluation Committee.
16. The supply of Goods and related services shall be completed within 30 days from the date of issuing the Purchase Order.
17. The Purchase Order that constitutes the Contract binding upon the Supplier and the Procuring Entity shall be issued within 7 days of receipt of approval from the Approving Authority.
18. The Procuring Entity reserves the right to reject all the Quotations or annul the procurement proceedings.



Signature of the official inviting Quotation

Name : **Md. Ataur Rahman Khan NDC**
Designation : Managing Director, BDCCL
Address : ICT Tower, E-14/X, Sher-E-Bangla Nagar, Dhaka-1207
Phone No : 55006441, e-mail md@bdcccl.gov.bd
Date : 029.02.2024

Distribution:

1. Notice Board.
2. Mr. Subhasish Saha, Assistant Manager (Cloud) [for posting in the website].
3. Office File.

2

Quotation Submission Letter

[Use Letter-head Pad]

RFQ No: 56.06.0000.101.07.003.24.194

Date: 29 February 2024

To:

I/We, the undersigned, offer to supply in conformity with the Terms and Conditions for delivery of the Goods and related services named "**Procurement of refilling fire extinguisher**".

The total Price of my/our Quotation is BDT [insert amount both in figure and words]

My/Our Quotation shall remain valid for the period stated in the RFQ Document and it shall remain binding upon us and, may be accepted at any time prior to the expiration of its validity period.

I/We declare that I/we have the legal capacity to enter into a contract with you, and have not been declared ineligible by the Government of Bangladesh on charges of engaging in corrupt, fraudulent, collusive or coercive practices. Furthermore, I/we am/are aware of Para 21(b) of the Terms and Conditions and pledge not to indulge in such practices in competing for or completion of delivery of Goods.

I/We am/are not submitting more than one Quotation in this RFQ process in my/our own name or other name or in different names. I/We understand that the Purchase Order issued by you shall constitute the Contract and will be binding upon me/us.

I/We have examined and have no reservations to the RFQ Document issued by you on [29.02.2024]

I/We understand that you reserve the right to reject all the Quotations or annul the procurement proceedings without incurring any liability to me/us.



Signature of Quotationer with Seal

Date:

Price Schedule for Goods and Related Services

Sl. No	Item Information & Description	Quantity	Unit	Total in KG	Rate/KG (BDT)	Amount (BDT)
	ABC Dry Powder. Cylinder Weight=4kg Extinguisher Material Type : Dry Powder Grade : 50 Origin : India / China/Equivalent	125	Pcs	500		
	ABC Dry Powder. Cylinder Weight=3kg Extinguisher Material Type : Dry Powder Grade : 50 Origin : India / China/Equivalent	20	Pcs	60		
	ABCE Dry Powder. Cylinder Weight=3kg Extinguisher Material Type : Dry Powder Grade : 50 Origin : India / China/Equivalent	10	Pcs	30		
	ABCE Dry Powder. Cylinder Weight=5kg Extinguisher Material Type : Dry Powder Grade : 50 Origin : India / China/Equivalent	06	Pcs	30		
	ABCE Dry Powder. Cylinder Weight=8kg Extinguisher Material Type : Dry Powder Grade : 50 Origin : India / China/Equivalent	06	Pcs	48		
	CO2 Extinguisher. Cylinder Weight=24kg Gas Type : BOC	21	Pcs	504		
	CO2 Extinguisher. Cylinder Weight=5kg Gas Type : BOC	04	Pcs	20		

Goods to be supplied to	Bangladesh Data Center Company Limited (BDCCL),Kaliakoir,Gazipur.
Total Amount in Taka (in words)	
Delivery Offered	
Warranty Provided	





I/We declare to supply Goods and related services offered by me/us fully in compliance with the Technical Specifications and Standards mentioned hereinabove

Signature of Quotationer with Seal	
Name of Quotationer	Date: dd/mm/yy

), 