

RURAL POWER COMPANY LIMITED

Tender Document for

Procurement, Supply and Installation of Photocopier, Printer and Scanner for the "Construction of Gas Pipeline from Dhanua to Mymensingh for the Supply of gas to Mymensingh Combined Cycle Power Plants".

By

Request for Quotation (RFQ) Method, National.

PUR-084(LG/ Dhanua to Mymensingh Gas Pipeline /RFQ)/2024-2025, Date-
15.06.2025



June-2025

REQUEST FOR QUOTATION (RFQ)

For

Procurement, Supply and Installation of Photocopier, Printer and Scanner for the "Construction of Gas Pipeline from Dhanua to Mymensingh for the Supply of gas to Mymensingh Combined Cycle Power Plants".

Tender Inquiry No: PUR-084(LG/ Dhanua to Mymensingh Gas Pipeline /RFQ)/2024-2025, Date-15.06.2025

To

The Project Director office intends to procure of **Procurement, Supply and Installation of Photocopier, Printer and Scanner for the "Construction of Gas Pipeline from Dhanua to Mymensingh for the Supply of gas to Mymensingh Combined Cycle Power Plants".**

1. By own fund to eligible payments under the contract for which this Quotation Document is issued.
2. Detail technical specification of the particular items is attached herein.
3. Quotation shall be prepared and submitted using the Terms & condition of '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) shall be required for submission of the Quotation.

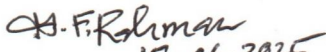
Quotation in a sealed **on or before 19.06.2025** at 12:00 Noon. The envelope containing the Quotation must be clearly marked **"Procurement, Supply and Installation of Photocopier, Printer and Scanner for the "Construction of Gas Pipeline from Dhanua to Mymensingh for the Supply of gas to Mymensingh Combined Cycle Power Plants".**

and **"DO NOT OPEN"** before **19.06.2025** at 12:00 Noon. Quotations received later than the time specified herein shall not be accepted.

6. All Quotations received shall be sent to the Evaluation Committee for evaluation, without opening, by the same date of closing the Quotation.
7. Quotations must be valid for a period of at least **30 (Thirty) days** from the closing date of the Quotation.
8. No public opening of Quotations received by the closing date shall be held.
9. 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.

10. Rates shall be quoted and, subsequent payments under this work order shall be made in BDT currency. The price offered by the Quotationer, if accepted shall remain fix for the duration of the Contract.
11. Quotationer shall have legal capacity to enter into Contract. Quotationer (If Bangladeshi), in support of its qualification shall be required to submit attested photocopies of latest documents related to **Latest Trade License, Tax Identification Number (TIN) and 13 Digit BIN Certificate & Last Financial Year Tax Return Documents.**
12. 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.
13. 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.
14. The Delivery & installation of Goods and related services shall be completed within **7 (seven) days** from the date of issuance of the Purchase order.
15. The Procuring Entity reserves the right to reject all the Quotations or annul the procurement proceedings.


15.06.2025

(Mohammad Fazlur Rahman)

Project Director

Construction of Gas Pipeline from Dhanua to Mymensingh

for the Supply of gas to Mymensingh Combined Cycle Power Plants

Rural Power Company Limited

Phone: 01727-621373

E-mail: fazlur.r.buet@gmail.com

Distribution:

1. Managing Director, RPCL, Dhaka.
2. Executive Director (Engineering), RPCL, Dhaka.
3. Executive Director (Finance & Accounts), RPCL, Dhaka.
4. Office Copy.



Quotation Submission Letter
[Use Letter-head Pad]

Tender Inquiry No: PUR-084(LG/ Dhanua to Mymensingh Gas Pipeline /RFQ)/2024-2025,
Date-15.06.2025

To

Project Director

Construction of Gas Pipeline from Dhanua to Mymensingh

for the Supply of gas to Mymensingh Combined Cycle Power Plants

Rural Power Company Limited

Asian Tower, Plot# 52, Road# 21, Airport Road,

Nikunja-2, Khilkheth, Dhaka-1229.

Phone: 01727-621373

E-mail: fazlur.r.buet@gmail.com

I/We, the undersigned, offer to supply in conformity with the Terms and Conditions for delivery of the Goods and related services named **Procurement, Supply and Installation of Photocopier, Printer and Scanner for the "Construction of Gas Pipeline from Dhanua to Mymensingh for the Supply of gas to Mymensingh Combined Cycle Power Plants"**.

The total Price of my/our Quotation is BDT [.....]

And in 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.

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 [.....]

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

**Tender Inquiry No: PUR-084(LG/ Dhanua to Mymensingh Gas Pipeline /RFQ)/2024-2025,
Date-15.06.2025**

Sl no	Description of Items	Quantity	Unit Rate or Price (BDT)	Total Amount (BDT)	Delivery periods
1	2	3	4	5	6
01.	Photocopier (Digital) [Insert your specification here according to the technical specification mentioned in RFQ]	01			
02.	Printer (A3 Colour) [Insert your specification here according to the technical specification mentioned in RFQ]	01			
03.	Scanner (Auto) [Insert your specification here according to the technical specification mentioned in RFQ]	01			

Total Amount for Supply of Goods and related services (inclusive of VAT and all applicable taxes)		In figure	
Goods to be supplied & installed to	Rural Power Company Ltd. Asian Tower Plot# 52, Road# 21, Airport Road, Nikunja-2 Khilkhet, Dhaka-1229.		
Total Amount in BDT (in words)	[Insert your total amount]		
Delivery Period Offered N.B: Required minimum 7 days from the date of issuance of the Purchase/Work order.	[Insert your Delivery Period Offered]		
Warranty Provided [N.B: *As mentioned with each items of RFQ.	[Insert your Warranty] For Photocopier (Digital): For Printer (A3 Colour): For Scanner (Auto):		

[Insert your offer validity date] **My/Our Offer is valid until dd/mm/yy.**

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



H.F. Rahman

Technical Specification of the Goods Required

Tender Inquiry No: PUR-084(LG/ Dhanua to Mymensingh Gas Pipeline /RFQ)/2024-2025,
Date-15.06.2025

Sl no	Description of Items	Quantity	Full Technical Specification and Standards	Place of Delivery & Installation
1	2	3	4	5
01.	Photocopier (Digital)	01	Toshiba e-Studio 2528A Multifunction Digital Photocopier (Function: Copy, Print, Scan, Speed: 25 ppm A4, 15 ppm A3, RAM: 4GB, Storage: 128GB SSD, Display: Colour WSVGA Touch Screen) and 2 years warranty (1st year full including mother board and 2nd year service only) or equivalent from Brand: Sharp, Toshiba, Canon	Project Office in Dhaka, RPCL HQ
02.	Printer (A3 Colour)	01	HP OfficeJet Pro 9720 Wide Format All-in-One Printer (Functions: Print, copy, scan, Print speed: Up to 34 ppm, Printing Paper Size: A3, Connectivity: Ethernet, USB, Wi-Fi) with 1 year warranty or equivalent from Brand: Canon, HP, Epson	Project Office in Dhaka, RPCL HQ
03.	Scanner (Auto)	01	Epson DS-1630 Flatbed and Sheet Fed Colour Legal Document Scanner with ADF (Flatbed colour document scanner, 25 ppm/10ipm scanning speed, Double Feed Detection) with 1 year warranty or equivalent from Brand: Canon, HP, Epson	Project Office in Dhaka, RPCL HQ

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

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

Note:

1. Technical Specifications of the Goods and related services shall be in compliance with the requirements of the Procuring Entity specified in this document. Quotationer is required to mention make / model (as applicable) of the Goods offered and must attach the appropriate original printed (if not available copied) literature / brochures for the listed items.




J. F. Rahman

Terms and Conditions
for
Supply of Goods and Payment

1. Terms and Conditions contained herein shall be binding upon both the RPCL and the Supplier for the purpose of administration and management of this Contract.
2. The Supplier shall have to complete the delivery and installation in all respects within **7 [Seven]** days from the date of issuance of the Purchase / Work order.
3. The Supplier shall be entitled to an extension of the Delivery Schedule if the RPCL delays in receiving the Goods and related services or if Force Majeure situation occurs or for any other reasons acceptable to the RPCL on justifiable grounds duly recorded.
4. All delivery under the Contract shall at all times be open to examination, inspection, measurements, testing, commissioning, and supervision of the RPCL authorized representative.
5. The RPCL shall check and verify the delivery made by the Supplier in conformity with the Technical Specifications and notify the Supplier of any Defects found.
6. If the Goods are found to be defective or otherwise not in accordance with the specifications, the RPCL may reject the supplies by giving due notice to the Supplier, with reasons.
7. The Supplier shall be entirely responsible for payment of taxes, duties, fees, levies, and other charges to be paid under the Applicable Law.
8. Notwithstanding any other practice, the payment shall be based on the actual delivery of goods on the basis of the quantity of each item of Goods in accordance with the priced schedule and specifications.
 - a) **100% of the contract price of the Goods and related services shall be paid in Cheque after successful completion of the supply & Installation work.**
9. The minimum Warranty Period of the Supplies shall be as mentioned in the RFQ for each items starting from the date of completion of delivery in the form of submission by the Supplier and acceptance by the RPCL, of the Delivery Challan.
10. The Supplier shall keep the Procurement Entity harmless and indemnify from any claim, loss of property or life to himself/herself, his/her workmen or staff, any staff of the Procurement Entity or any third party while delivering the Goods and related services.
11. Any claim arising out of delivery of Goods and related services shall be settled by the Supplier at his/her own cost and responsibility.
12. Damage to the Goods during the Warranty Period shall be remedied by the Supplier at the Supplier's own cost, if the damage arises from the supply and installation by the Supplier.
13. No modification to Scope of Supply and no Variations to the quantities ordered shall be permissible under any circumstances.



14. The RPCL authority shall amend the work order incorporating required approved changes subsequently introduced to the original Terms and Conditions in line with Rules, where necessary.
15. The RPCL and the Supplier shall use their best efforts to settle amicably all possible disputes arising out of or in connection with this Contract or its interpretation.

For the Purchaser:  Project Director Dhanua to Mymensingh GasPipeline Project Rural Power Company Limited	For the Supplier: Name: Designation:
Date: 15, 06, 2025	Date:

