

**Survey of Bangladesh
Surveyor General Office
Tejgaon I/A, Dhaka-1208**

**REQUEST FOR PROPOSAL
for
Procurement of All in one Desktop Computer (UPS, Multi
Plug, Pen Drive etc.) 04 (Four) Numbers.**

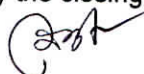
No: 23.08.0000.006.29.011.17-53

Date: 04-01-2018.

To:

Distribution:

1. The **Surveyor General of Bangladesh, Survey of Bangladesh (SOB), Surveyor General Office, Tejgaon I/A, Dhaka-1208** 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 **"Procurement of All in One Desktop Computer (UPS, Multi Plug, Pen Drive etc) 04(Four) nos "** 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 14-01- 2018 at 11:00 am**. The envelope containing the Quotation must be clearly marked **"Procurement of All in One Desktop Computer (UPS, Multi Plug, Pen Drive etc) 04(Four) Numbers"** and **DO NOT OPEN Before 14 -01-2018 at 11:30 am**. 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 (Thirty)** 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 and Financial Solvency Certificate** from any scheduled Bank; 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 **“Procurement of All in One Desktop Computer (UPS, Multi Plug, Pen Drive etc) 04(Four) Numbers”** and related services shall be completed within **07(Seven) 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 [insert number] 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.


Md. Omar Faruque

Store Officer

Surveyor General Office

Survey of Bangladesh

Tejgaon I/A, Dhaka-1208.

Date: 01-01-2018.

Phone No: 8170399, Fax No: 9117463,

e-mail: info@sob.gov.bd

Distribution:

- ০১। পরিচালক, উন্নয়ন সার্ভে পরিদপ্তর ও সভাপতি, দরপত্র মূল্যায়ন কমিটি।
- ০২। মোহাম্মদ মাসুদুর রহমান, উপ-পরিচালক (প্রশাসন), বাংলাদেশ জরিপ অধিদপ্তর ও সদস্য টিইসি।
- ০৩। শশাঙ্ক শেখর সরকার, সহকারী পরিচালক (জরিপ), ভূমি রেকর্ড ও জরিপ অধিদপ্তর ও সদস্য টিইসি।
- ০৪। মেজর আহসান কবির, যানবাহন নিয়ন্ত্রণ কর্মকর্তা, সার্ভেয়ার জেনারেল অফিস ও সদস্য টিইসি।
- ০৫। মোঃ মোমিন হোসেন প্রাং, সহকারী ম্যানেজার, লিথুমুদ্রণ অফিস, ও সদস্য টিইসি।
- ০৬। মোঃ ওমর ফারুক, স্টোর অফিসার, সার্ভেয়ার জেনারেল অফিস ও সদস্য-সচিব টিইসি।
- ০৭। স্মার্ট টেকনোলজিস(বিবি) লিমিটেড, ১৫৬, মিরপুর রোড (৩য় তলা), লেক সার্কাস, কলাবাগান, ঢাকা-১২০৫।
- ০৮। মোসার্স আল হোসাইন এন্টারপ্রাইজ, প্লট নং-৬৬, কারওয়ান বাজার, তেজগাঁও, ঢাকা-১২১৫।
- ০৯। মোসার্স ষপ্লি এন্টারপ্রাইজ, হাউজ # ৩৭(বি-৩ ৪র্থ তলা) রোড #৪, সেক্টর #-৪, উত্তরা, ঢাকা-১২৩০।
- ১০। জে.কে.ট্রেড ইন্টারন্যাশনাল, ১৯৩১, পূর্ব জুরাইন, ঢাকা-১২০৪।
- ১১। মোসার্স মনোয়ারা ট্রেডার্স, ১/২ সাউথ বেগুনবাড়ী, তেজগাঁও, ঢাকা-১২০৮।
- ১২। সিবি নেট, ২/১ কলাবাগান (৫ম তলা), মিরপুর রোড, ঢাকা-১২০৫।
- ১৩। নোটিশ বোর্ড, বাংলাদেশ জরিপ অধিদপ্তর, তেজগাঁও, ঢাকা-১২০৮।
- ১৪। নোটিশ বোর্ড, ভূমি রেকর্ড ও জরিপ অধিদপ্তর, তেজগাঁও, ঢাকা-১২০৮।
- ১৫। নোটিশ বোর্ড, কেন্দ্রীয় ঊষধাগার, তেজগাঁও, ঢাকা-১২০৮।

RFQ দরপত্রের
নির্ধারিত সময়ে টিইসি
এর সভায় উপস্থিত
ধাকার জন্য অনুরোধ
করা হলো।