

**Date: January 3, 2024**

**Tender Title:** "RFQ (Request for Quotation) for Proposed ATM Booth at Police Telecom & Information Management, Rajarbagh, Dhaka.

**Tender Ref:** "(CBBPLC/GSD/RFQ/2024/0001)"

Dear All,

Greetings from Community Bank Bangladesh PLC. !!

Community Bank Bangladesh PLC is the 59<sup>th</sup> Schedule Bank of Bangladesh. For set up an ATM Booth at Police Telecom & Information Management, Rajarbagh, Dhaka, structural as well as interior works are needed to be done at the said location. BOQ, site photographs are attached herewith as your ready reference.

Only relevant enlisted vendors shall be eligible for submission of their financial offer.

You are requested to submit (HARD COPY) your offer in a closed envelope as per specification within 12.00 P.M. on **January 14, 2024**.

**A. General Terms and Conditions:**

- 1) **Financial Offer/Price/Quotation:** The quoted price should include applicable VAT. The rate shall be as per Government circular
- 2) **Work Location/Delivery Place:** Police Telecom & Information Management, Rajarbagh, Dhaka.
- 3) **Payment Terms:** Payment will be made after each completion the job at actual quantity upon submission of the bill with work order & noc from the deployed location which is duly signed by authorized personnel (Name & Seal, if available). Payment will be made through the Bank Account only.
- 4) **Price/Financial offer Submission:** The bidder shall have to submit the price in their Company Pad and Envelope.
- 5) **Purchaser's Right:** The Purchaser reserves the right to accept/ cancel/ reject any or all offer without assigning any reason. The purchaser is not obliged to purchase the lowest offer at all. The purchaser reserves the right to share the Bidder's response to this RFQ with its advisors and purchaser Business Units. Purchaser reserves the right to conduct negotiations with one or more Bidder and / or accept the Bid without any negotiations.
- 6) **Bid Submission/ Closing Date:** The Quotation shall have to the submit below mentioned address: Chairman Purchase Committee, General Services Division 12<sup>th</sup> Floor, Community Bank Bangladesh PLC, Police Plaza Concord, Tower-2, Road-144, Plot-02, Gulshan-01, Dhaka by 12.00 PM (Bangladesh Standard Time) **January 14, 2024**. The purchaser reserves the right change the Time schedule at any time.
- 7) **Required Content of the Quotation:** Quotation must be submitted as per prescribed form as instructed below:
  - i. Proposal must be addressed for "Chairman Purchase Committee" of Community Bank Bangladesh PLC.
  - ii. Complete Proposal / Offer must be signed with date by the authorized representative of the company.
  - iii. Must mention the subject line "RFQ (Request for Quotation) for Proposed ATM Booth at Police Telecom & Information Management, Rajarbagh, Dhaka. RFQ: "(CBBPLC/GSD/RFQ/2024/0001)" in top of the Envelope.



- 8) **Quotation Validity:** Offer validity period shall be at least for 03 (three) months from the Quotation submission/ closing date. Details discussion/terms & condition will be available in Service Level Agreement (SLA)/ Work Order (WO).
- 9) **Disqualification:** Manipulation or any kind of unusual approach or failure to submit the proposal/ offer within stipulated time frame will be treated as "Disqualification" to attend in the bidding.
- 10) **Sample/Presentation of Company Profile:** Bank may ask mock test/ presentation of bidder's present and previous works before selection of any vendors which is FOC (Free of Cost).

**B. Financial Terms & Conditions:**

- 11) Quoted Price must include material, labor and service charges as per attached price format.
- 12) Delivery lead-time will be as per site and Bank requirements.
- 13) In the event of supply of any items, which do not match with the required specification, quantity or sample's quality or is of substandard quality, the Bank reserves the right for outright rejection of the works/product, and the supplier will have to do the works/supply the product again with their own cost with acceptable quality within 30 (thirty) days from the date of rejection.
- 14) Detail Technical Specifications along with country of origin must be mentioned in the offer and all the relevant documents including Catalog and Brochures must be attached with offer. If the Tenderer is an authorized dealer/distributor of the said product they will provide the document of dealership/distributorship of the Manufacturer.
- 15) Following papers/documents must be sent with the proposal (if submitted earlier, will not be require to resubmit):
- i. Valid Trade License
  - ii. Bank solvency certificate/documents (If applicable)
  - iii. VAT Registration certificate
  - iv. Up-to-date TIN certificate
  - v. Up-to-date copy of TAX payment receipt
  - vi. Client list with goodwill certificate (If available)
  - vii. Experience certificate (If available)
- 16) Mode of Payment is to be mentioned in the offer. Community Bank Bangladesh PLC discourages advance payment if not necessary. **No advance payment will be allowed for mobilization of works. 10% of the actual payable bill shall be retained at Head Office for 01 (one) year after completion of the works as free service period.**
- 17) Please contact undersigned for any types of clarifications in regard to products/services/works related clarifications only.

Mentionable that, if the scope of works and your company type does not match with our requirement, you need not to submit any offer in this regard. In case, any terms & conditions is not compatible with the Tender Process, they may be relaxed.


Regards



(SM Shahin Iqbal)  
VP & Head of General Services Division  
Community Bank Bangladesh PLC.



## Financial Offers.

 <b>Community Bank</b> • Trust • Security • Progress		
<b>Summary of Price Quotation for Proposed ATM Booth at Police Telecom &amp; Information Management, Rajarbagh, Dhaka.</b>		
<b>SN.</b>	<b>Description of works</b>	<b>Amount in BDT (including VAT &amp; Tax)</b>
1	Main Structure construction works	
2	Internal & External Civil works	
3	Electrical works	
4	Paint works	
5	Miscellaneous works	
6	Glass partition and finishing works	
<b>Grand Total</b>		



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"RFQ Reference# CBBPLC/GSD/RFQ/2024/0001

BOQ for Proposed ATM Booth at Police Telecom & Information Management, Rajarbagh, Dhaka.

Item	Description	Unit	Quantity	Rate in BDT	Amount in BDT (including VAT & Tax)
<b>A. Main Structure Construction Works</b>					
1	<b>Site Preparation, Dismantling &amp; Cleaning Works</b> :(Brick wall, Grill, Floor Tiles, RCC Column etc if any).	job	1		
2	<b>Tree Cutting:</b> Cutting and removal of Tree as per site requirement should be done at your own risk.	job	1		
3	<b>Soil Cutting work:</b> working instrument, labor supply & work complete as per requirement of design	cft	70		
4	<b>Sand filling work:</b> working instrument, labor supply & work complete as per requirement of design	cft	140		
5	<b>3" flat brick soling works at plinth level</b>	sft.	70		
6	<b>Cement concrete work (3" depth)</b> : In 1:3:6 mix proportion in slabs on plinth level using 20mm down graded brick chips, medium sand (F.M. 1.5) and cement including compacting and curing, etc. all complete as per drawing, specification and instruction of the Engineer-in-charge.	cft	50		
7	<b>RCC works Including Shuttering:(Column,Lintel,Slab)</b> (attaining cylinder strength of 4000 psi & 3000 psi in 28 days ) with leanest permissible mix 1: 1.5 : 3 & 1: 2.5: 3.5 with 20 mm down graded stone chips, ( coarse sand FM not less than 2.50 & medium sand not less than 1.5) mixed in proportion (2:1) and cement (Holcim or Scan or equivalent) using water tight from work including embedment of concealed utility service line, provision of opening, ducts, recesses, projections, dowels, expansion and contraction, curing , making chips, screening and washing, etc. all complete as per drawing and instruction of the Engineer-in-charge.(including costs of reinforcement and re-bar fabrication work)	cft	140		
<b>Sub-Total Amount in BDT for Main Structure construction works =</b>					
<b>B. Internal &amp; External Works</b>					
1	<b>Brick Wall (10") work:</b> Bricks, sand, cement, working instrument & labor including material work complete as per requirement.	sft.	160		
2	<b>Brick Wall (5") work:</b> Bricks, sand, cement, working instrument & labor including material work complete as per requirement.	sft.	270		
3	<b>Mirror Polish Tiles (Local, Best Quality) (2'x2')</b> : Tiles, sand, cement, working instrument & labor; supply including material work complete as per design,	sft.	120		
4	<b>Plaster works (1:4):</b> Sand, cement, working instrument & labor supply including material, work complete as per design	sft.	1,000		
<b>Sub-Total Amount in BDT For Internal &amp; External civil works =</b>					

Item	Description	Unit	Quantity	Rate in BDT	Amount in BDT (including VAT & Tax)
<b>C. Electrical Works</b>					
1	<b>LED PANEL LIGHT FITTING</b> Foreign made approved type down light shade [reflector] with minimum 12 watt LED light in/c supply of all necessary consumable materials, compatible to local voltage variation, complete in all respect in/c testing & commissioning, as per design, drawing and direction of Authority. [CONCEALED / SURFACE MOUNTED - 6"X6" SIZE], Brand: ENERGOPAC /TACHI/OPEL/ENERGY+	NOS	8		
2	<b>PVC PIPE/PVC</b> Flexible pipe /PVC Channel WORKS Supplying, fitting and fixing of following water grade PVC pipes orPVC channel with necessary group cutting, bend,joint box, ceiling rose ,clamp,fixing materials and other accessories to complete in all respect as per design drawing and direction of authority.				
i)	PVC pipe ¾" dia	Rft.	100		
ii)	PVC pipe 1" dia	Rft.	50		
iii)	PVC pipe ¾" dia Flexible pipe	Rft.	150		
3	<b>Cables Works</b>				
i)	1x 1.5 rm BYA Light wiring(BRB)	Rft.	328		
ii)	1x 2.5 rm BYA power wiring(BRB)	Rft.	500		
iii)	1x 4 rm BYA AC wiring (BRB)	Rft.	200		
iv)	1x 10 rm BYA Main line wiring (BRB)	Rft.	500		
v)	(2.5) RE BYA(Green) wire(BRB)	Rft.	328		
4	<b>ELECTRICAL SOCKET OUTLETS</b> Supplying, fitting and fixing 240V, single phase following socket outlet in/c wiring conceals/surface with necessary wiring through water grade PVC pipe/channel or required size in/c supply of switches, switch box, ebonite cover, ceiling rose etc. Complete in all respect in/c testing & commissioning, as per design, drawing and direction of Authority. 32 amp, 3 pin round socket for AC.				
i)	5A,3 Gang (1way) Switch	Pcs.	1		
ii)	20 AMP DP Switch	Pcs.	1		
iii)	10A, 2 Pin Scket	Pcs.	1		
iv)	15A, 3 Pin Scket Round Scket (if any for AC)	Pcs.	1		
v)	13A, 3 Pin Scket Multi Scket	Pcs.	8		
vi)	Mk Steel Bos(3"x3"x2")	Pcs.	10		
5	<b>MCCB/MCB's</b> Supply and installation of following SP (240V grade) TP (500 V grade) MCB/MCCB" in pre installed distribution board in/c connection with cable, cable socket, nut bolts, PIB tape etc. complete in respect providing necessary consumable in/c testing & commissioning as per design, drawing and direction of Authority.				



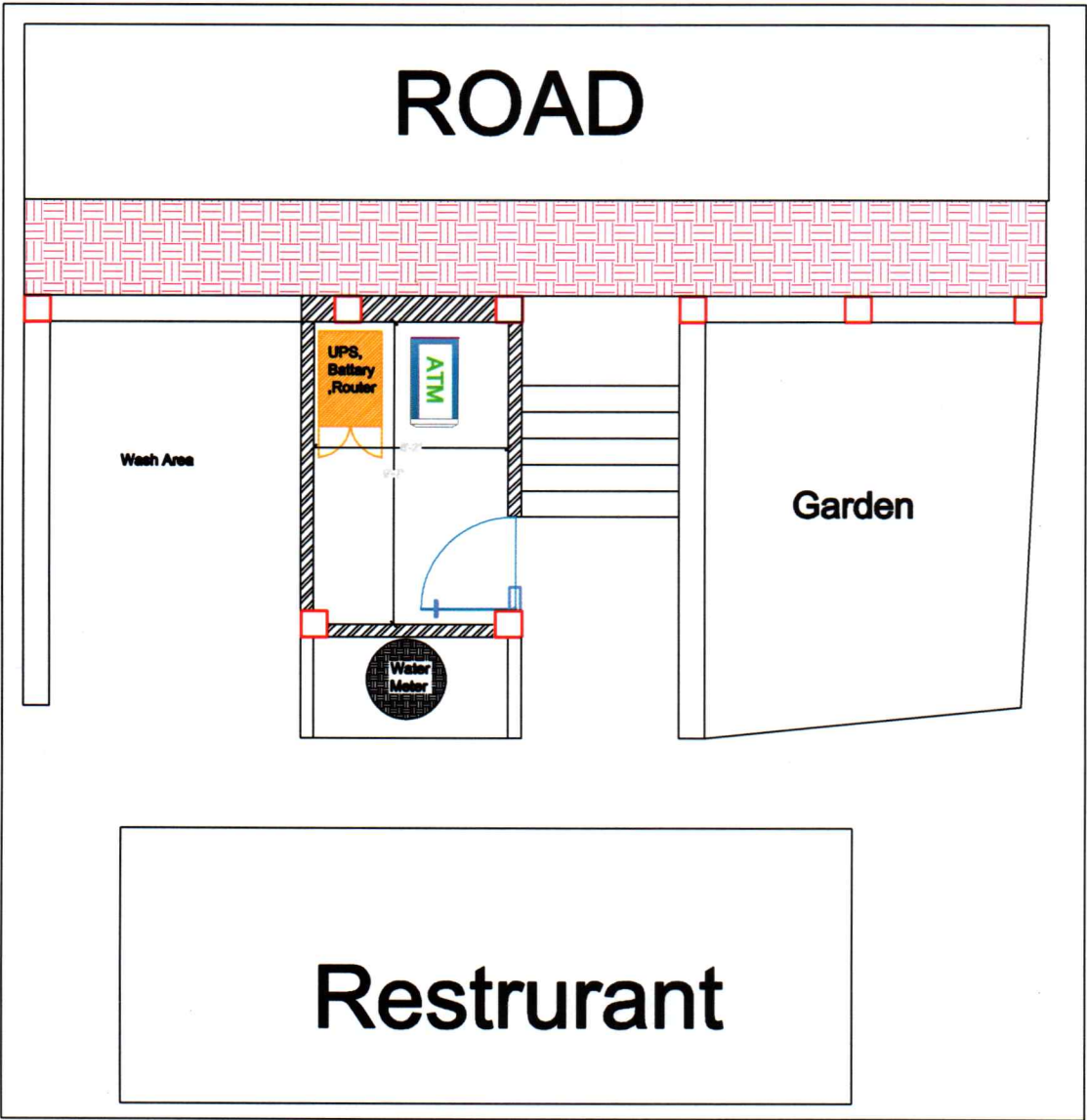
**BOQ for Proposed ATM Booth at Police Telecom & Information Management, Rajarbagh, Dhaka.**

Item	Description	Unit	Quantity	Rate in BDT	Amount in BDT (including VAT & Tax)
i)	SD Board(Havels size 12" x 16")	Pcs.	1		
ii)	10 ~32 AMP SP MCB (Legrand from Energypac)	Pcs.	5		
iii)	63 AMP DP MCB (Legrand from Energypac)	Pcs.	1		
6	<b>EARTHLING ARRANGMENT(0 to 0.5 volt):</b> Supplying and installation of 150' depth 1-½" dia G.I. pipe earth electrode by tube well sinking method including of 2 SWG HDDB earthling lead from the bottom of earth electrode to the earthling bar of distribution board. Making an earth inspection pit of size 20" x 20" x 18" inside clear. Bottom of pit shall be ½" thick B.C.C. work and four side wall shall be 5" thick brick wall with 1" plastering and 3" thick R.C.C. cover slab. The top end of the electrode shall be 6" above from the bottom C.C. work. Complete in all respect in/c testing & commissioning etc. all per existing samples, choice, design, drawings, directions and full satisfaction of the consulting architect/Bank Authority. <b>Note:</b> 1. Voltage between neutral and earth [Inductive voltage] must be less than 1 volt. 2.The total arrangement must be theft proof as per site condition.	Nos	1		
<b>Sub-Total Amount in Tk. For electrical works =</b>					
<b>D. Paint Works</b>					
1	<b>Weather Coat Painting works (to outside walls)</b> Providing and applying Acrylic Emulsion paint finish to Plaster surfaces of approved make, best quality, colour, texture and shade delivered from authorized local agent of the manufacturer in a sealed container, in two coats (surface and finish acceptable to the Bank must be achieved by the contractor within two coats and any additional coats if required shall be at the cost of the contractor), including preparing existing surfaces	sft	700.00		
2	<b>ACRYLIC EMULSION PAINT (walls, board)</b> Providing and applying Acrylic Emulsion paint finish to Plaster surfaces of approved make, best quality, colour, texture and shade delivered from authorized local agent of the manufacturer in a sealed container, in two coats (surface and finish acceptable to the Bank must be achieved by the contractor within two coats and any additional coats if required shall be at the cost of the contractor), including preparing existing surfaces	sft	600.00		
3	<b>Enamel PAINT</b> Providing and applying enamel paint finish wherever applicable, best quality, colour, texture and shade delivered from authorized local agent of the manufacturer in a sealed container, in two coats (surface and finish acceptable to the BANK must be achieved by the contractor within two coats and any additional coats if required shall be at the cost of the contractor), including preparing existing surfaces	sft	200.00		
<b>Sub-Total Tk. for Paint works =</b>					

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Item	Description	Unit	Quantity	Rate in BDT	Amount in BDT (including VAT & Tax)
<b>E. Miscellaneous Works</b>					
3	<b>PVC DOOR MAT</b> Supplying, fitting and fixing best quality imported PVC mat [Dust catcher] complete in all respect as per direction of Consultant / Bank Authority.	sft	20.00		
4	<b>SS Basket (BIN)</b>	NOS	1.00		
5	<b>Guard Tool: SS Structure with rexin</b>	NOS	1.00		
6	<b>UPS Cabinet:( Depth-3'-0")</b> Supply,Fitting & fixing of full height cabinet Built-in-self made by 18mm melamine board with best quality hardware materials etc.	sft.	10.00		
<b>Sub-Total Amount in Tk. For Miscellaneous works =</b>					
<b>F. Glass Partition and Finishing Works</b>					
1	<b>Aluminium Composite Panel Work:</b> Supply, Fabrication and Installation of 4.0 mm PVDF (Fluorocarbon paint finish) coated Aluminium composite panel of approved color and quality, clad on standard and necessary aluminium or galvanized framing with all necessary accessories. All complete as per design, direction and full satisfaction of the Engineer in charge/Bank authority. Materials Specification: Thickness : 4.0 mm(Aluminium Core 0.5mm + Anti toxin (PE)Core 3.0mm + Aluminium Core 0.5mm); Frame: 46.0mmx20.0mm Aluminium rectangular box (Mill finish); Fitting angel : 20.0mm x20.0mm (Bronze),Thickness: 1.2mm	sft	100.00		
2	<b>TEMPERED GLASS DOOR</b> Supplying, fitting and fixing imported Frameless Tempered Glass Door having 10 mm thickness with all foreign made hardware of best quality available viz. Stainless steel handleless concealed auto-closer, stopper, locking arrangement complete in all respect as per design, drawing and direction of Architect/Authority. Size : 3'-0" W X 7'-6" or <b>Custom Size.</b>	Nos	1.00		
3	<b>Oval Shape Round 10mm Glass with section (6' high) (ATM Divider)</b>	Sft	24.00		
4	<b>PVC BOARD CEILING:</b> Supply, fitting & fixing of 600mm X600mm X 15 mm PVC board (China) false ceiling over powder coated T-bar of section 25mmx38mm and L-angle of section 25mmx25mm at edges, at 600mmx600mm grid suspended ceiling by rowel plug iron angles 12 SWG G.I. wire, screws, hooks, nails etc. maintaining straight lines and desired finished level at bottom face with vertical or beams by electric drill machine damage if any during the materials, accessories, scaffolding, labor for Installation etc. all complete as per Bank standard and full satisfaction of the Bank authority.	Sft	70.00		
<b>Sub-Total Amount in Tk. For glass partition and finishing works =</b>					
<b>Grand Total =</b>					

# ROAD



# Resturant



**PROJECT**  
Proposed Police Telecom  
ATM Booth

**CLIENT**  
Community Bank  
Bangladesh Limited

**CONSULTANT**  
General Services Division  
Community Bank  
Bangladesh Limited

**Approved By**

**DRAWING TITLE**  
lay-out Plan

**SCALE**  
Fit to scale

**DATE**  
03-12-2023

**PAGE NO**  
A-00







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