

Date: November 04, 2024

Tender Title: "RFQ (Request for Quotation) for Internal Renovation work at "Kurigram Sadar Thana ATM Booth, Kurigram".

Tender Ref: "(CBBPLC./GSD/RFQ/2024/0064)"

Dear All,

Greetings from Community Bank Bangladesh PLC.!!

Community Bank Bangladesh PLC is the 59th Schedule Bank of Bangladesh. For Internal Renovation work at Kurigram Sadar Thana ATM Booth, Kurigram". 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 **November 11, 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:** "Kurigram Sadar Thana ATM Booth, Kurigram".
- 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 sealed 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 12th Floor, Community Bank Bangladesh PLC, Police Plaza Concord, Tower-2, Road-144, Plot-02, Gulshan-01, Dhaka by 12.00 PM (Bangladesh Standard Time) **November 11, 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 Internal Renovation work at "Kurigram Sadar Thana ATM Booth, Kurigram". RFQ: "(CBBPLC./GSD/RFQ/2024/0064)" in top of the Envelope.



**General Services Division
Head Office, Dhaka**

- 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.



BOQ for Internal Renovation Works at Kurigram Sadar Thana ATM Booth

Item	Description	Unit	Quantity	Rate	Total (Quoted Price)
A. Civil Works					
1	Site Preparation, Dismantling & Cleaning Works	job	1		
2	Brick Wall (5") work: Bricks, sand, cement, working instrument & labor including material work complete as per requirement.	sft	50		
3	Plaster works (1:4): Sand, cement, working instrument & labor supply including material, work complete as per design	sft	300		
4	Cement concrete work (3" depth) : 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		
Sub-Total Amount in BDT for Civil works =					
B. Electrical Works					
1	LED PANEL LIGHT FITTING 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.Brand: ENERGYPAC /TACHI/OPEL/ENERGY+	NOS	6		
2	PVC PIPE/PVC Flexible pipe /PVC Channel WORKS				
i)	1" PVC Channel	Rft.	100		
3	Cables Works				
i)	1x 1.5 rm BYA Light wiring(BRB)	Rft.	328		
ii)	1x 2.5 rm BYA power wiring(BRB)	Rft.	328		
vi)	(2.5) RE BYA(Green) wire(BRB)	Rft.	150		
4	ELECTRICAL SOCKET OUTLETS 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)	10A, 2 Pin Scket	Pcs.	2		
iii)	13A, 3 Pin Scket Multi Scket	Pcs.	6		
vi)	PVC MK Box(3"x3"x2")	Pcs.	10		
Sub-Total Amount in Tk. For electrical works =					

BOQ for Internal Renovation Works at Kurigram Sadar Thana ATM Booth

Item	Description	Unit	Quantity	Rate	Total (Quoted Price)
C. Paint Works					
1	Weather Coat Painting works (to outside walls) 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		
2	ACRYLIC EMULSION PAINT (walls, board) 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		
Sub-Total Tk. for Paint works =					
D. Miscellaneous Works					
1	PVC Board Full Height Partition (4" Thick) Supply, fitting & fixing Full Height partition made of 12 mm PVC board fixed over Wooden frame work at a height from RCC roof slab and 3 coats of enamel paint over primer coat, putty, racking out joints etc. all complete as per design, direction and full satisfaction of Engineer.	sft	100		
2	PVC BOARD (5mm thick): Supply, fitting and fixing of 5mm pvc board (Brand: Partex/Amber/Bengal) screw, steel nails, adhesive, putting including best quality of hardware materials etc. all complete as per design, direction and full satisfaction of Bank Authority.	sft	350		
3	FRAMELESS GLASS PARTITION Supplying, fitting and fixing 10 mm thick clear float glass partition, upper and lower sides are fixed with 1/2" aluminum U-Channel section, all visible and exposed surfaces must be bevelled or diamond finished by machine, complete in all respect as per design, drawing and direction of Architect/Authority.	sft	20		
4	PVC DOOR MAT Supplying, fitting and fixing best quality imported PVC mat [Dust catcher] complete in all respect as per direction of Consultant / Bank Authority.	sft	20		
5	Basket (BIN)	NOS	1		
6	UPS Cabinet:(Depth-3'-0") Supply,Fitting & fixing of full height cabinet Built-in-self made by 18mm melamine board with best quality hardware materials etc.	sft.	10		
Sub-Total Amount in Tk. For Miscellaneous works =					
Grand Total =					

Kurigram District Police Line ATM

