

Tender Reference# CBBL/GSD/RFQ/2025/0082

Date- September 8, 2025

Tender Title- *UPC (Unit Price Confirmation) i.e. unit rate as well as Technical Specifications for supply of Refrigerator, Microwave and Television Oven at Community Bank Bangladesh PLC., both at Head Office, Branch, Sub Branch etc.*

Dear Sir,

Quotation (BOQ with Technical Assessment Sheet attached herewith) is hereby invited UPC (Unit Price Confirmation) i.e. unit rate as well as Technical Specifications for supply of

- i) *Microwave Oven*
- ii) *Refrigerator*
- iii) *Television*

at Community Bank Bangladesh PLC., both at Head Office, Branch, Sub Branch etc.

Mentionable that based on UPC as well as technical aspect, the said machineries/ items will be immediately be purchased for Head Office, Branch and sub-branch. On the other hand, UPC shall be valid for next 06 (six) months after Bank's confirmation. Any project anywhere in Bangladesh shall be estimated based on Bank's requirement and UPC (Unit Price Confirmation) for the next 06 (six) months

You are requested to submit (**HARD COPY**) your offer in a closed envelope as per below specification **within 2.00 P.M. on September 15, 2025**, addressing "Chair, Purchase Committee, Community Bank Bangladesh PLC. (Tender Reference# CBBL/GSD/RFQ/2025/0082)"

- ✓ Only relevant enlisted vendors are invited to submit their offer
- ✓ No advance will be allowed in this regard.
- ✓ All price/ rate should be inclusive of Carrying Charge, Installation Cost and related Materials, VAT and Tax which will be deducted from source during payment of final bill after satisfactory completion of the works.
- ✓ Retention money will be kept i.e. 10% of the total payable bill will be kept for 01 (one) year (in case, total work order value is above BDT 50,000.00)

Other terms, conditions and mode of payment will be as under:

- a) Ready stock will be given preference
- b) You will have to provide one-year free service warranty with spare parts.
- c) Delivery Challan duly received by branch is to be submitted along with the bill.
- d) You will have to obtain verbal approval from us prior to install/ delivery of the machine at Branch/ Division.
- e) Date of delivery or completion of work will be counted from the date of Work Order received/ acknowledged either by signing the photocopy of Work Order or by e-mail confirmation whichever is earlier.
- f) In the event of supply of the mentioned items, if the said items do not match with as per requirement/approved quotation then, the Bank reserves full right of outright rejection of the items, and the supplier will have to take back the supplied items at their own cost and will have to replace the said items with acceptable within the time frame as mutually agreed-upon by the Bank and the Supplier.
- g) The product must be supplied as per specification mentioned in quotation. If any change, Supplier will have to consult with the General Services Division, Head Office of the Bank.
- h) In case of deviation from the quality and specification and/or delay in supply, bank preserves full right to reject the materials and cancel the work order without showing any reason.



- i) In case of any deficiency in the delivered product, supplier will have to make necessary rectification the same immediately at Supplier own cost on receipt of complain.
- j) No additional bill/work will be entertained without prior permission of the concerned Division.
- k) The bidder must be regular tax payer.
- l) Final offer should be valid for Minimum 06 (six) months
- m) Price quotation includes carrying cost, labor charge and other charge thereof.
- n) The bank will carry out a detailed evaluation of the quotation according to the information supplied by the bidder through its proposal.
- o) Considering the Experience, quality and other factors, CBBL is not liable to select the lowest bidder.
- p) Must Submit Trade License, TIN, 13 Digit BIN Copy
- q) The bank reserves the right to accept or reject any or all quotation at any time prior to award of contract, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the grounds for the Bank's action.
- r) Selected Bidder must ensure to site Installation & Testing on site after sales support for the full warranty period
- s) For any type of sub-standard quality product from selected bidder end, the Bank reserve the right for outright rejection of the goods, which you will take back at bidder own cost and will replace with acceptable quality within (10) ten days of the rejection.

Payment:

- Bill should be submitted along with Work Order and Delivery Challan and performance certificate signed by the Branch Authority.
- Price includes delivery, installation including all installation materials and commissioning charges.
- All Price should be including all VAT and TAX. Necessary VAT & Tax will be deducted from your bill as per latest Govt. circular.
- Payment will be made after submission the bill only through account with Community Bank Bangladesh Ltd. Thus, before final payment you have to open account with our Bank.

Please, Financial & Technical Offer Must be submitted as per the format attached herewith.

Vendors whose scope of works does not match with the said job need not to submit their offer.

Regards,



(Md. Zahid Ibne Anwar)
Member Secretary, Purchase Committee
HoGSD (Current Charge)

Category: A

Request for Quotation for Microwave Oven

SN	Description	Specification
1.	Brand	Please specify
2.	Country of Assemble	Please specify
3.	Country of origin	Please specify
4.	Capacity	Please specify
5.	Color	Please specify
6.	Panel Warranty	Please specify
7.	Spare parts Service warranty	Please specify
8.	Sales after Service	Please specify
9.	Stock Availability	Please specify
10.	Offer Validity	Please specify
11.	Delivery & Lead Time	Please specify
12.	Screen Type	Please specify
13.	Categories	Please specify
14.	Unit Price (Including VAT & TAX)	Please specify

Category: B

Request for Quotation for Refrigerator

SN	Description	Specification
1	Brand Name	Please specify
2	Model Name	Please specify
3	Color	Please specify
4	Capacity	Please specify
5	Country of Origin	Please specify
6	Country of Assemble	Please specify
7	Compressor Warranty	Please specify
8	Spare parts Warranty	Please specify
9	Service Warranty	Please specify
10	Delivery Period	Please specify
11	Net Volume (Ltr)	Please specify
12	Gross Volume (Ltr)	Please specify
13	Net Dimension (mm)	Please specify
14	Gross Dimension (mm)	Please specify
15	Compressor Type (watt)	Please specify
16	Compressor input Power (watt)	Please specify
17	Net weight	Please specify
18	Cooling Feature	Please specify
19	Rated Operating Voltage and Frequency	Please specify
20	Defrosting (Automatic/ Manual)	Please specify
21	Thermostat	Please specify
22	Interior Lamp	Please specify
23	Shelf (Material/ No.)	Please specify
24	Base Stand	Please specify
25	Offer Validity	Please specify
26	Delivery & Lead Time	Please specify
27	Ready Stock	Please specify
28	Unit Price (Including VAT & TAX)	Please specify

Category: C

Request for Quotation for Television

SN	Specification	Specification
1	Brand Name	Please specify
2	Model Name	Please specify
3	Capacity	Please specify
4	Country of Origin	Please specify
5	Country of Assemble	Please specify
6	Warranty and After Sales Service with spare parts	Please specify
7	Panel Warranty	Please specify
8	Ready Stock	Please specify
9	Total per unit Price	Please specify

Financial Offer Format

Television			
SN	Size	Technical Description	Unit Price (in BDT including VAT & Tax)
1	75 Inch	4K HDR SMART LED TV with RJ45 Communication port	
2	65 Inch	4K HDR SMART LED TV with RJ45 Communication port	
3	55 Inch	4K HDR SMART LED TV with RJ45 Communication port	
3	43 Inch	4K HDR SMART LED TV with RJ45 Communication port	
5	40 Inch	HD SMART LED TV with Wifi Enabled & RJ45 Communication port	
6	32 Inch	HD SMART LED TV with Wifi Enabled & RJ45 Communication port	