

Tender Reference# CBBL/GSD/Rfq/2026/0029

Tender Title- **RFQ (Request for Quotation) as well as Technical Specifications for Unit Price Confirmation (UPC rate fixation) for the supply and installation of Note Counting Machine (Cash Counting Machine).**

Dear Sir,

Quotation (BOQ with Technical Assessment Sheet attached herewith) is hereby invited RFQ (Request For Quotation) i.e. as well as Technical Specifications for supply of-

A. Note Counting Machine

- Country of Origin: Taiwan, Country of Assembly: Taiwan
 - Dual Display with latest UV technology and 1000VA Voltage Stabilizer
 - Warranty: Minimum 02 years
 - Annual Maintenance Contract (AMC): Minimum 03 years after expiry of warranty period.
- at different Branches & Sub-Branches of Community Bank Bangladesh PLC.

Mentionable that based on Quotation as well as technical aspect, the said machineries can be immediately purchased or the rate shall be valid for next 12 (twelve) Months after Bank's confirmation for periodic purchase.

You are requested to submit (**HARD COPY**) your offer in a closed envelope as per below specification **within 2.00 P.M. on April 5, 2026** addressing "Chairman, Purchase Committee, Community Bank Bangladesh PLC. (Tender Reference# CBBL/GSD/Rfq/2025/0029)

- ✓ Only relevant 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 (both inside and outside Dhaka) and related Materials, VAT and Tax which will be deducted from source during payment of final bill.
- ✓ 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)

Terms and Conditions for Machine and AMC:

- ✓ The Country of Origin and Country of Assembly must be **Taiwan**
- ✓ The year of Manufacture of the machine must not before 2024
- ✓ The Machine must contain additional display (Dual Display) as per regulatory compliance
- ✓ The Machine needs to be installed with a 1000VA Voltage Stabilizer (free of cost)
- ✓ The minimum counting speed must be 100/4 sec and must support all Bangladeshi latest Currency
- ✓ The machine must contain 2 years warranty with a minimum working life of 10 (ten) years
- ✓ The genuine spare parts of the product must have an availability of minimum 10 (ten) years
- ✓ The Annual Maintenance Contract for the machine will be effective after the expiry of warranty period
- ✓ The AMC must include all necessary spare parts, technical time and service charges etc. Under the maintenance contact, the company needs to provide a regular preventive maintenance service on quarterly basis (minimum 4 times in a year) and also any number of On-call basis supports for the machines.
- ✓ The payment of AMC can be received each year after completing proper maintenance as per contract

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

- a) Ready stock will be given preference.
- b) Price including delivery, installation and commissioning charges at anywhere in Bangladesh.
- c) Delivery Challan duly received by branch is to be submitted along with the bill.
- d) You will have to obtain verbal approval for installation of machine 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) Price quotation includes carrying cost, labor charge and other charge thereof.
- m) The bank will carry out a detailed evaluation of the quotation according to the information supplied by the bidder through its proposal.
- n) Considering the Experience, quality and other factors, CBBL is not liable to select the lowest bidder.
- o) Must Submit Trade License, TIN, 13 Digit BIN Copy
- p) 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.
- q) Selected Bidder must ensure to site Installation & Testing on site after sales support for the full warranty period
- r) 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.
- s) The Tenderer must have experienced for supplying the same products in banking industry.

Payment:

- Bill should be submitted along with Work Order (Duplicate Copy) and Delivery Challan and performance certificate signed by the Branch Authority.
- All Price should be including 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 PLC. Thus, before final payment you have to open account with our Bank.

***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
Head of GSD (Current Charge)
Community Bank Bangladesh PLC.

Technical Specification for Quotation for Supplying & Installation of Note Counting Machine

SN	SPECIFICATIONS	
1	Brand	:
2	Model	:
3	Country of Origin & Assemble	: Taiwan
4	Counting Speed	: 100/4 Sec
5	Year of Manufacture	:
6	Note Size	:
7	Feeding System	:
8	Power Supply	:
9	Type	:
10	Note Capacity	: 200 notes at a time
11	Add Function	: Built-in
12	Check Function	: Built-in
13	Batch Function	: Built-in
14	Free Mode	: Built-in
15	Stamp Mode	: Built-in
16	Fake Note Detection	: Built-in (UV detection) with alarm
17	Display System	: Main display -7/8-digit, dual display -03 digit
18	Counting Method	:
19	Dimension	:
20	Alarm System	: Alarm on error counting & fake note detection
21	Document Thickness	: Specialized for Bangladesh currency
22	Trolley	: Built-in 4-wheel trolley system for multi users
23	Cover	:
24	Voltage Stabilize	:
25	Weight	:
26	Warranty	: Minimum 02 (two) years, including spare parts.
27	Ready Stock	:
28	Delivery Lead Time	:
29	Manufacturing Year	:
30	Any other Feature/Specification	: Please mention

Financial Offer for Machine

SN	Item Name	Quantity	Unit Rate (Including VAT & TAX, installation)
1	Note Counting Machine	01 nos.	
In Word:			

Financial Offer for Annual Maintenance Contract (AMC)

SN	Item Name	Unit Rate (Including VAT & TAX)
1	Annual Maintenance Contract (AMC) for 1 st year of expiry of warranty	
2	Annual Maintenance Contract (AMC) for 2 nd year of expiry of warranty	
3	Annual Maintenance Contract (AMC) for 3 rd year of expiry of warranty	

