

Date- August 02, 2026

Tender Reference# CBBL/GSD/RFQ/2026/0058

Tender Title- Supply of 10 (ten) nos. Portable Hard Disk Drive (HDD) with capacity of 10TB (Ten terabytes) each for CCTV Footage Backup purpose for Community Bank Bangladesh PLC.

Dear Sir,

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

- i) Portable Hard Disk Drive (HDD) with capacity of 10TB (Ten terabytes), interface USB 3.0, NVR compatible, 3 years replace warranty**

at Community Bank Bangladesh PLC., Head Office.

You are requested to submit **(HARD COPY)** your offer in a closed envelope as per below specification **within 2.00 P.M. on August 09, 2026** addressing "Chairman, Purchase Committee, Community Bank Bangladesh PLC. (Tender Reference# CBBL/GSD/RFQ/2026/0058)

- ✓ Only relevant vendors are requested to submit the quotation.
- ✓ No advance will be allowed in this regard.
- ✓ All price/ rate should be inclusive of Carrying Charge, VAT and Tax which will be deducted from source during payment of final bill after satisfactory completion of the works.
- ✓ All newly supplied equipment must be fully compatible with the existing CCTV NVR device.
- ✓ All supplied Hard Disc Drive must be brand-new, genuine, and covered by the manufacturer's applicable warranty. The authenticity and warranty status of the products shall be subject to verification through the respective manufacturer's or authorized vendor's official website/email. The supply of any counterfeit, refurbished, reconditioned, used, or otherwise unauthorized products is strictly prohibited. Any violation of this requirement may result in the rejection of the supplied goods, imposition of penalties, termination of the contract, and blacklisting of the supplier.

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

- a) Ready stock will be given preference.
- b) You will have to provide 3 years Replace warranty.
- c) Delivery Challan duly received by Concern Person along with the bill.
- d) Date of delivery or completion of work will be counted from the date of Work Order received/ acknowledged either by signing the Office copy of Work Order or by e-mail confirmation whichever is earlier.
- e) In the event of supply of the mentioned items, if the said items does 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.
- f) 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.
- g) 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.
- h) 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.
- i) The bidder must be regular tax payer.
- j) Financial offer should be valid for Minimum (1) One month after Bank's final notification.

- k) Price quotation includes carrying cost, labor charge and other charge thereof.
- l) The bank will carry out a detailed evaluation of the quotation according to the information supplied by the bidder through its proposal.
- m) Considering the Experience, quality and other factors, CBBL is not liable to select the lowest bidder.
- n) Must Submit Trade License, TIN, 13 Digit BIN Copy
- o) 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.
- p) 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 (Duplicate Copy) 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 PLC. 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.
Only relevant 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
Community Bank Bangladesh PLC.

Portable Hard Disk Drive (HDD) with capacity of 10TB (Ten terabytes)

SN	Item Name	Description	Brand	Unit	Unit Rate	Quantity	Total Amount
1	Portable Hard Disk Drive (HDD)	Portable Hard Disk Drive, 10TB (Ten terabytes), Interface USB 3.0, NVR compatible, 3 years replace warranty		01 PCS		10 PCS	
Total Amount (Including VAT & Tax)							