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Tender Reference# CBBL/GSD/RFQ/2026/0092 **Date- November 16, 2026**

Tender Title- ***RFQ (Request for Quotation) for Rate fixation as well as Technical Specifications for supply of Refrigerator, Microwave Oven and Television at Community Bank Bangladesh PLC.***

Dear Sir,

Quotation (BOQ with Technical Assessment Sheet attached herewith) is hereby invited RFQ(Request for Quotation) for rate fixxation as well as Technical Specifications *for supply of*

i) Microwave Oven
ii) Refrigerator
iii) Television

at Community Bank Bangladesh PLC.

You are requested to submit **(HARD COPY)** your offer in a closed envelope as per below specification **within 12.00 P.M. on November 22, 2026, addressing "Chairman, Purchase Committee, Community Bank Bangladesh PLC. (Tender Reference# CBBL/GSD/RFQ/2026/0092)**

- ✓ **Only relevant eligible 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) The supplier shall clearly mention the brand, model number, country of origin, warranty period, and technical specifications of each quoted item. Any change in brand or model after submission of the quotation shall require prior written approval from the Bank.

b) The supplier shall provide all necessary accessories, fittings, cables, remote controls, trays, racks, power cords, and other standard components required for proper operation of the equipment at no additional cost to the Bank.

c) The supplier shall be responsible for transportation, unloading, carrying, installation, testing, commissioning, and removal of packaging materials from the installation site, at its own cost.

d) Ready stock will be given preference

e) You will have to provide one-year free service warranty with spare parts.

f) Delivery Challan duly received by branch is to be submitted along with the bill.

g) You will have to obtain verbal approval from us prior to install/ delivery of the machine at Branch/ Division.

h) 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.

i) 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.

j) 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.

k) 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.

l) 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.

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m) The supplied TV, refrigerator and oven must be brand-new, unused, and of the current/latest available model. Refurbished, reconditioned, or previously used products will not be accepted.

n) The supplier shall provide necessary installation, commissioning, and operational demonstration of the equipment at the designated site, where applicable, at no additional cost to the Bank.

o) The supplied equipment must conform to the manufacturer's standard specifications, energy-efficiency requirements, safety standards, and applicable Bangladesh standards/regulations, where applicable.

p) No additional bill/work will be entertained without prior permission of the concerned Division.

q) The bidder must be regular tax payer.

r) Finical offer should be valid for Minimum 06 (six) months

s) The bank will carry out a detailed evaluation of the quotation according to the information supplied by the bidder through its proposal.

t) Considering the Experience, quality and other factors, CBBL is not liable to select the lowest bidder.

u) Must Submit Trade License, TIN, 13 Digit BIN Copy

v) 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.

w) Selected Bidder must ensure to site Installation & Testing on site after sales support for the full warranty period

x) 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.

y) The Tenderer must have experienced in banking industry. The Tenderer must have completed similar works for a minimum of two (2) scheduled banks during the last two (2) financial years. Documentary evidence, such as work orders and completion certificates, must be submitted in support of this requirement.

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,

Zahid
16/4/2026

Md. Zahid Ibne Anwar
Head of General Services Division
Community Bank Bangladesh PLC.

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Category: A

Request for Quotation for Microwave Oven

SN	Description	Specification
1.	Brand	
2.	Country of origin	
3.	Capacity	24-30 Litter
4.	Panel Warranty	
5.	Spare parts Service warranty	
6.	Sales after Service	
7.	Stock Availability	
8.	Offer Validity	
9.	Delivery & Lead Time	
10.	Screen Type	
11.	**Unit Price (Including VAT &TAX & Delivery)**	

Category: B

Request for Quotation for Refrigerator

SN	Description	Specification
1	Brand Name	
2	Model Name	
3	Color	Solid Color
4	Capacity	250-300 Liter
5	Country of Origin	
6	Country of Assemble	
7	Compressor	Inverter
8	Compressor Warranty	Minimum 5 Years
9	Spare parts Warranty	
10	Service Warranty	
11	Cooling Feature	Non-Frost
12	Rated Operating Voltage and Frequency	
13	Defrosting (Automatic/ Manual)	
14	Thermostat	
15	Interior Lamp	
16	Base Stand	Plastic
17	Offer Validity	
18	Delivery & Lead Time	
19	Ready Stock	
20	**Unit Price (Including VAT &TAX & Delivery)**	

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Category: C

Request for Quotation for Television

SN	Specification	Specification
1	Brand Name	
2	Model Name	
3	Screen Size	
4	Country of Origin	
5	Country of Assemble	
6	Warranty and After Sales Service with spare parts	
7	Panel Warranty	
8	Ready Stock	

Financial Offer Format

Television			
SN	**Size**	**Technical Description**	**Unit Price (in BDT including VAT & Tax & Delivery)**
1	55 Inch	4K HDR SMART LED TV USB & Wifi Enabled	
2	43 Inch	4K HDR SMART LED TV USB & Wifi Enabled	
3	40 Inch	HD SMART LED TV with USB & Wifi Enabled	
4	32 Inch	HD SMART LED TV with USB & Wifi Enabled	

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