



GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH

Name of Works: ১৬০০ কেভিএ সাব-স্টেশন জরুরি সার্ভিসিং ও মেরামতকরণ কাজের কোটেশন

Request for Quotation Method

দেওয়ান মোঃ আব্দুস সামাদ
(মুগ্ধসচিব)
উপ প্রশাসক-১
বাংলাদেশ ওয়াক্ফ প্রশাসন।

Office of The Administrator of Waqfs Bangladesh

REQUEST FOR QUOTATION

for

Name of Work: ১৬০০ কেভিএ সাব-স্টেশন জরুরি সার্ভিসিং ও মেরামতকরণ কাজের কোটেশন

RFQ No:...Q (2018-2019)

Date:


dd/mm/yy

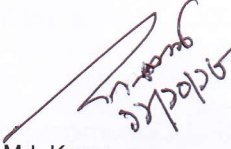
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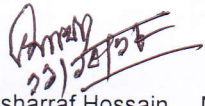
1. The [insert name of the Procuring Entity] has been allocated public funds and intends to apply a portion of the funds to eligible payments under the Contract for which this Quotation Document is issued.
2. Detailed Specifications and, Design & Drawings for the intended Goods and related services shall be available in the office of the Procuring Entity for inspection by the potential Quotationers during office hours on all working days.
3. Quotation shall be prepared and submitted using the 'Quotation Document'.
4. Quotation shall be completed properly, duly signed-dated each page by the authorized signatory and submitted by the date to the office as specified in **Para 6** below.
5. No Securities such as Quotation Security (i.e. the traditionally termed Earnest Money, Tender Security) and Performance Security shall be required for submission of the Quotation and delivery of the Goods (if awarded) respectively.
6. Quotation in a sealed envelope or by fax or through electronic mail shall be submitted to the office of the undersigned **on or before 23.10.2018 at 12.00 Noon**. The envelope containing the Quotation must be clearly marked "**Quotation for ১৬০০ কেভিএ সাব-স্টেশন জরুরি সার্ভিসিং ও মেরামতকরণ কাজের কোটেশন**" and **DO NOT OPEN** before **23.10.2018 at 12.00 Noon**. Quotations received later than the time specified herein shall not be accepted.
7. Quotations received by fax or through electronic mail shall be sealed-enveloped by the Procuring Entity duly marked as stated in **Para 6** above and, all Quotations thus received shall be sent to the Evaluation Committee for evaluation, without opening, by the same date of closing the Quotation.
8. The Procuring Entity may extend the deadline for submission of Quotations on justifiably acceptable grounds duly recorded subject to threshold of ten (10) days pursuant to Rule 71 (4) of the Public Procurement Rules, 2008.
9. All Quotations must be valid for a period of at least [insert days] from the closing date of the Quotation.
10. No public opening of Quotations received by the closing date shall be held.
11. Quotationer's rates or prices shall be inclusive of profit and overhead and, all kinds of taxes, duties, fees, levies, and other charges to be paid under the Applicable Law, if the Contract is awarded.
12. Rates shall be quoted and, subsequent payments under this Contract shall be made in Taka currency. The price offered by the Quotationer, if accepted shall remain fixed for the duration of the Contract.
13. Quotationer shall have legal capacity to enter into Contract. Quotationer, in support of its qualification shall be required to submit certified photocopies of latest documents related to valid **Trade License, Tax Identification Number (TIN), VAT Registration Number and Financial Solvency Certificate** from any scheduled Bank; without which the Quotation may be considered non-responsive.

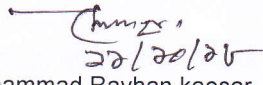
14. Quotations shall be evaluated based on information and documents submitted with the Quotations, by the Evaluation Committee and, at least three (3) responsive Quotations will be required to determine the lowest evaluated responsive Quotations for award of the Contract.
15. In case of anomalies between unit rates or prices and the total amount quoted, the unit rates or prices shall prevail. In case of discrepancy between words and figures the former will govern. Quotationer shall remain bound to accept the arithmetic corrections made by the Evaluation Committee.
16. The supply of Goods and related services shall be completed within [insert number] days from the date of issuing the Purchase Order.
17. The Purchase Order that constitutes the Contract binding upon the Supplier and the Procuring Entity shall be issued within [insert number] days of receipt of approval from the Approving Authority.
18. The Procuring Entity reserves the right to reject all the Quotations or annul the procurement proceedings.


Signature of the official requesting Quotation


Md. Zahurul Haque Tarafder
Office Superintendent
Waqf Administration


Md. Kamruzzamn
Assistant Adiminstrator
Waqf Administration


Md. Mosharrat Hossain
Assistant Adiminstrator
Waqf Administration


Muhammad Rayhan kaosar
(Deputy Secretary)
Assistant Adiminstrator
Waqf Administration

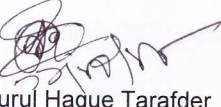

Dewan Md. Abdus Samad
(Deputy Secretary)
Deputy Administrator
Waqf Administration
(Joint Secretary)
Deputy Administrator-1
Bangladesh Waqf Administration


Memo No.

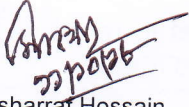
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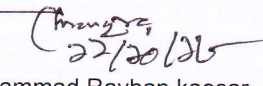
Copy Forwarded for Kind Information & Necessary Action:-


1. Waqf Administrator, Bangladesh, 4 New Eskaton Road, Dhaka-1000.
2. Chief Engineer, PWD, Dhaka.
3. Executive Engineer, PWD, E/M Division No-1/3, Dhaka.
4. Notice Board.
5. Office File.


Md. Zahurul Haque Tarafder
Office Superintendent
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(Deputy Secretary)
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Dewan Md. Abdus Samad
(Deputy Secretary)
Deputy Administrator
Waqf Administration
Dewan Md. Abdus Samad
(Joint Secretary)
Deputy Administrator-1
Bangladesh Waqf Administration

Quotation Submission Letter

[Use Letter-head Pad]

RFQ No: _____

Date: dd/mm/yy

To: The Administrator of Waqf Bangladesh
"Waqf Bhaban"
4, New Eskaton Road, Dhaka-1000.

[Name and address of Procuring Entity]

I/We, the undersigned, offer to supply in conformity with the Terms and Conditions of the works and physical services namde ১৬০০ কেভিএ সাব-স্টেশন জরুরি সার্ভিসিং ও মেরামতকরণ কাজের কোটেশন

The total Price of my/our Quotation is BDT.....

My/Our Quotation shall remain valid for the period stated in the RFQ Document and it shall remain binding upon us and, may be accepted at any time prior to the expiration of its validity period.

I/We declare that I/we have the legal capacity to enter into a contract with you, and have not been declared ineligible by the Government of Bangladesh on charges of engaging in corrupt, fraudulent, collusive or coercive practices. Furthermore, I/we am/are aware of Para 21(b) of the Terms and Conditions and pledge not to indulge in such practices in competing for or completion of delivery of Goods.

I/We am/are not submitting more than one Quotation in this RFQ process in my/our own name or other name or in different names. I/We understand that the Purchase Order issued by you shall constitute the Contract and will be binding upon me/us.

I/We have examined and have no reservations to the RFQ Document issued by you on [insert date]

I/We understand that you reserve the right to reject all the Quotations or annul the procurement proceedings without incurring any liability to me/us.

Signature of Quotationer with Seal
Date:

Price Schedule for Goods and Related Services

RFQ NO. _____


Date: dd/mm/yy

Sl no	Description of Items	Quantity	Unit Rate or Price		Total Amount	Destination for Delivery of Goods
			In figure	In words	In figure In words	
1	2	3	4	5	6	7
1	Replacing the existing damaged/unserviceable PFC relay by new Providing and fixing Auto PFC Relay 12 Stage or equivalent brand accepted/approved by the Engineer. Brand: MIKRO. Country of Origin: Malaysia.	01 No				
2	Replacing the existing damaged/unserviceable magnetic contactor by new Supply and fixing of following MAGNETIC CONTACTORS 415/400/380V Magnetic contactors for AC3 duty having control circuit voltage 380-415V/220-240V, 50Hz. (SIEMENS / Schneider / Telemecanique / ABB / Dorman Smith / as per International Standard or equivalent brand accepted / approved by the Engineer). a) 80A (Ith 125A) Magnetic Contactor.	04 Nos				
3	Replacing the existing damaged/unserviceable capacitor by new Supplying of the following components / equipments suitable for use at 11 / 0.415 / 0.240KV substation & power supply system, manufactured and tested in accordance with NEMA / IEC / VDE / BS / JIS standards accepted/approved by the Engineer.					
	a) 415V, 50Hz, 3 Phase, Capacitor Bank of Following Capacity.					
	i) 25 KVAR	6 Nos				
	ii) 12.5 KVAR	4Nos				
4	Replacing the existing damaged/unserviceable HRC Fuse by new Supply and fixing of following 11 KV HRC Fuse or equivalent brand accepted/approved by the Engineer.					
	a) 100 A (3 Nos. in 1 set)	12 Sets				
	b) 63 A (3 Nos. in 1 set)	03 Sets				
5	Replacing the existing damaged/burnout cable by new Providing and fixing Cable 10 Rm or equivalent brand accepted/approved by the Engineer.	05 Mtrs				
6	Replacing the existing damaged/unserviceable Control Fuse by new Providing and fixing Control Fuse 4 A (Bottle Type) or equivalent brand accepted/approved by the Engineer.	03 Nos				
7	Replacing the existing damaged/unserviceable Indicating Lamp by new Providing and fixing Indicating Lamp or equivalent brand accepted/approved by the Engineer.	06 Nos				

8	Supplying & refilling of the following components / equipments suitable for use at 11/ 0.415/ 0.240KV substation & power supply system, manufactured and tested in accordance with NEMA/ IEC/ VDE/ BS/ JIS standards accepted/approved by the Engineer.					
	a) Transformer Oil.	20 Ltrs				
9	Replacing the existing damaged/unserviceable Heat Shrink Kit by new Supplying & fitting of heat shrink termination kit for outdoor / indoor use complete with DIN lugs cable connection kits at the point of cable terminations for 400 / 1000 volts 4-core PVC insulated & PVC sheathed armored / non-armored cable of the following sizes :-					
	a) 4 x 95 mm ² .	01 Kit				
10	Replacing the existing damaged/burnout cable socket by new Supply and fixing of copper made sockets/ferules for following size cables (Need to be shown Voltage rating.)					
	a) 95 Sq.mm.	03 Nos				
11	After repair and servicing minimum 1 (one) year servicing guarantee should be given					
Total Amount for Supply of Goods and related services (inclusive of VAT and all applicable taxes; see Note 2 below)				In figure		
				In words		
Goods to be supplied to				[insert destination of Goods]		
Total Amount in Taka (in words)		[enter the Total Amount as in Col.8 above for the delivery of Goods and related services].				
Delivery Offered		[insert weeks/days] from date of issuing the Purchase Order]				
Warranty Provided		[insert weeks/months from date of completion of the delivery; state none if not applicable]				

[insert number] number corrections made by me/us have been duly initialed in this Price Schedule. My/Our Offer is valid until dd/mm/yy [insert Quotation Validity date].

Signature of Quotationer with Seal	Date: dd/mm/yy
Name of Quotationer	


 Dewan Md. Abdus Samad
 (Joint Secretary)
 Deputy Administrator-1
 Bangladesh Waqf Administration