

RFQ 2000000179 for Printing Items

Submit your response to the following contact.

Company **BRAC Bank Ltd.**
Buyer **Reezwan Ahmed**
Location **House No. 220/BTejgaon Industrial Area, Gulshan Link Road DHAKA 1208
BANGLADESH**
Phone
Fax
E-mail **reezwan.ahmed@bracbank.com**

When submitting your response, include the following information.

Your Company Name	
Company Site (<i>Optional</i>)	
Address	
Contact Details	
Response Valid Until (<i>Optional</i>)	

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1 Overview

1.1 General Information

Title	RFQ 2000000179 Tara Platinum Guidebook		
Buyer	Reezwan Ahmed	Outcome	Blanket Purchase Agreement
E-Mail	reezwan.ahmed@bracbank.com		
Introduction			

1. The quoted price should include applicable VAT. The rate of VAT should be mentioned in the quotation.
2. Quoted price must include delivery and other installation charges.
3. Delivery lead-time must be mentioned in the offer.
4. Delivery is to be done at Bank's Head Office at 220/B, Anik Tower, Gulshan-Tejgaon Link Road, Tejgaon, Dhaka.
5. Penalty may be imposed for unreasonable delayed delivery @ 1% of total value of work order of delayed site.
6. In the event of supply of any items, which do not match with the required specification, quantity or sample's quality or is of substandard quality, the Bank reserves the right for outright rejection of the goods, and the supplier will have to take back those at their own cost and will replace with acceptable quality within 3 (Three) days from the date of rejection.
7. This price will be valid for reordering same quantity up to December 31, 2019.
8. Mode of Payment is to be mentioned in the offer. BRAC Bank Limited discourages advance payment.
9. Complete proposal/offer must be signed with date by the authorized representative of the company
10. BRAC Bank Limited reserves the right to accept or reject the Proposal/Offer without assigning any reasons thereof. Please contact undersigned for any types of clarifications in regard to products/services/works related clarifications only. Manipulation or any kind of unusual approach or failure to submit the proposal/offer within stipulated time frame will be treated as "Disqualification" to attend in the bidding
11. Vendors are requested to quote through Fusion Portal or email it to tender@bracbank.com within 06:00PM, May 28, 2019

1.2 Schedule

Preview Date		Open Date	26-May-2019 16:35:37
Close Date	28-May-2019 18:00:10	Award Date	
Time Zone	Bangladesh Time		

1.3 Negotiation Controls

Response Visibility **Blind**

Lines Settings

Rank Indicator **1,2,3...**
Ranking Method **Price only**

1.4 Terms

Agreement Start Date
Agreement Amount
(BDT)
Payment Terms
Shipping Method
Negotiation Currency **BDT (Taka)**

Agreement End Date
Minimum Release
Amount (BDT)
Freight Terms
FOB

Price Precision **2**

2 Lines

- Instructions Vendors are requested to fill in the price in the table. There may be multiple orders throughout 2019 at the same price level.
The specs are as follows:
Tara Platinum Card Guidebook specification :
- a. Total Page quantity:
 1. Top Cover and Back Cover,
 2. Inner page quantity: 16 leaves, 32 pages.
 - b. Page specification:
 1. Top Cover and Back Cover: 300 GSM art paper with matt and Spot lamination and spot and four color printing.
 2. Inner page: 150 GSM art paper with 4 color printing.
 - c. Size:
 1. Height : 4.5 inch
 2. Length: 9 inch

2.1 Line Information

Line	Estimated Quantity	UOM	Response Price	Line Amount	Response Minimum Release Amount
1-Tara Platinum Credit Card guidebook	900	PC			

2.2 Line Details

2.2.1 Line 1 Tara Platinum Credit Card guidebook

To provide an alternate line, see appendix.

Category Name **OPEX.STATIONERY
.TRADE &
BUSINESS**

Item **CRCRD00024**

Allow Alternate Lines **Yes**

Revision Yes No

Alternate Line Provided Yes No

Target Minimum Release Amount (BDT)

Start Price (BDT)

Price Breaks

You may propose price breaks in the space provided or on a separate sheet of paper. The break quantity is cumulative.

Location	Quantity	Pricing Basis (Circle One Value)	Response Value

3 Appendix: Alternate Lines

3.1 Instructions for Alternate Lines

Alternate lines are allowed for some negotiation lines. For these lines, you can propose one or more alternatives by entering information for each alternate line in the format given below. Print and insert multiple copies as per your requirement.

3.2 Alternate Lines Template

Negotiation Line <i>(Number and description of the negotiation line for which you have an alternative)</i>	Example: 1-xxxxxx where xxxxxx is the line description of first negotiation line.
Alternate Line Number <i>(Enter only numbers in sequence starting with 1 for every alternate line)</i>	
Alternate Line Description	
Response Price <i>(For a negotiation line with cost factors, enter your line price in the cost factors table)</i>	
Response Minimum Release Amount	
Note to Buyer	

Price Breaks

If the negotiation line has price breaks which you are required to enter, then you must copy those price breaks for your alternate line. If they are optional, then you may propose price breaks in the space provided or on a separate sheet of paper.

Location	Quantity	Pricing Basis <i>(Price/Discount Percentage)</i>	Response Value	Start Date	End Date
