

Request for Quotation (RFQ) for BRAC Bank Website Revamp

DRAFT

Submit your response to the following contact.

Company **BRAC Bank Ltd.**
 Buyer **Reezwan Ahmed**
 Location **House No. 220/B**
Tejgaon 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>)	

This document has important legal consequences. The information contained in this document is proprietary of BRAC Bank Ltd.. It shall not be used, reproduced, or disclosed to others without the express and written consent of BRAC Bank Ltd..

Table of Contents

1 Overview.....	4
1.1 General Information.....	4
1.2 Schedule.....	4
1.3 Negotiation Controls.....	5
1.4 Terms.....	5
2 Requirements.....	6
2.1 Section 1. Technical.....	9

DRAFT

1 Overview

1.1 General Information

Title **BBL Website Revamp**
 Buyer **Reezwan Ahmed**
 E-Mail **reezwan.ahmed@bracbank.com**
 Introduction
Dear Sir:

BRAC Bank Limited invites Technical proposals for the requirement mentioned in the RFQ from reputed Companies having experiences in Telco & Banking and are OEM specialized partners.

Please check following attached files for detail scope and instruction for your response

- a) Annexure 1: Scope of work
- b) Annexure 2: Supplier Declaration Form
- c) Annexure 3 : Draft Agreement

Submission of above mentioned documents has got direct bearing on the technical scoring of the bidder. Hence utmost care in preparing the bid documents from bidder end is expected.

-

1.2 Schedule

Preview Date
 Close Date **08-Apr-2021 18:00:00**

Open Date **Immediately**

Time Zone **Bangladesh Time**

1.3 Negotiation Controls

Response Visibility **Blind**

1.4 Terms

Instructions

Payment Terms
Shipping Method
Negotiation Currency **BDT (Taka)**

Freight Terms
FOB

Price Precision **2**

2 Requirements

**Response is required*

DRAFT

Dear Sir:

BRAC Bank Limited invites Technical proposals for the requirement mentioned in the RFQ from reputed Companies having experiences in Telco & Banking and are OEM specialized partners.

Please check following attached files for detail scope and instruction for your response

- a) Annexure 1: Scope of work
- b) Annexure 2: Supplier Declaration Form
- c) Annexure 3 : Draft Agreement

Submission of above mentioned documents has got direct bearing on the technical scoring of the bidder. Hence utmost care in preparing the bid documents from bidder end is expected.

-

GENERAL TERMS AND CONDITIONS:

-

1. **Purchaser's Right:** The Purchaser reserves the right to accept/ cancel/ reject any or all offer without assigning any reason. The Purchaser is not obliged to purchase the lowest offer or any offer at all. The Purchaser reserves the right to share the Bidder's response to this RFQ with its advisors and Purchaser Business Units. Purchaser reserves the right to: conduct negotiations with one or more Bidder and/ or accept the Bid without any negotiations.

3. Bid Submission/ Closing Date: Vendor will submit technical proposal only by 06.00 PM, 08 April, 2021. Commercial bid will be conducted through online/live auction later. The Purchaser reserves the right to reject any Offer submitted after the Closing Date. The Purchaser reserves the right to change the Time schedule at any time.

4. Required Content and Structure of the Quotation: The bidder shall submit soft copy of the **Technical Offer** through ERP.

5. **Quotation Validity:** The Quotation shall be valid for One Twenty (120) calendar days from the Quotation submission/ closing date.

6. 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.

7. **Point of Contact:**

Technical Issues: Md. Irfanul Haque Khan,
irfanul.khan@bracbank.com, +8801787675476

Commercial/Fusion Related Issues: Reezwan Ahmed, reezwan.ahmed@bracbank.com, +8801711296157

8. In Commercial Bidding, after quoting price in Oracle Fusion (BRAC Bank ERP system), bidder has to submit breakdown of price through a mail. If ERP/system price does not match with breakdown price then BBL will consider ERP/system price as final one. BBL also reserves the right to disqualify the vendor if price differ.

9. If procurement committee deems that the existing outcome of a particular Open tender is not suitable/viable/feasible/lucrative enough to meet BBL standard and expectation, the particular bid may be floated again as re-tender to allow participation that may ensure submission of better technical and commercial proposals to suit BBL need/expectation the best.

2.1 Section 1. Technical

*1. Please attach technical documents

Response attachments are required.

DRAFT