

**Request for Quotation (RFQ) for Support Subscription of NetApp storage and Cluster Switch for BRAC Bank Ltd, Ref no: BBL/Proc/RFQ/Y21/327 (2000000953)**

DRAFT

*Submit your response to the following contact.*

Company **BRAC Bank Ltd.**  
Buyer **Abu Jafar Al Mamun**  
Location **House No. 220/B**  
**Tejgaon Industrial Area,**  
**Gulshan Link Road**  
**DHAKA 1208**  
**BANGLADESH**  
  
Phone  
Fax  
E-mail **abujafaralmamun.30936@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 for Support Subscription of NetApp storage and Cluster Switch
Buyer	Abu Jafar Al Mamun
E-Mail	abujafaralmamun.30936@bracbank.com
Introduction	

### 1.2 Schedule

Preview Date		Open Date	Immediately
Close Date	23-Nov-2021 17:00:00		
Time Zone	Bangladesh Time		

### 1.3 Negotiation Controls

Response Visibility	Blind
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### 1.4 Terms

## Instructions

**GENERAL TERMS AND CONDITIONS:**

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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.

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2. **Technical Bid Submission/ Closing Date:** The bidder has to submit their Technical bid through BBL fusion link by 5:00 PM, 23 November 2021 (Bangladesh Standard Time). Vendor will submit technical proposal only. 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.

3. **Commercial bid submission:** After technical evaluation we will share the commercial RFQ link later. A link shall be shared to the technically evaluated vendors.

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

5. 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.

6. **Point of Contact:**

**Technical Issues:** Mohammad Rizuwan UI Kabir  
<mohammadrizuwanul.kabir@bracbank.com> Cell: +8801713481196

**Commercial Issues:** Abu Jafar Al Mamun <abujafaralmamun.30936@bracbank.com>  
Cell: +8801711296184

7. 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.

8. 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.

**COMMERCIAL TERMS AND CONDITIONS:**

1. **Price and VAT and Tax:** The quoted price must include applicable withholding Tax and VAT.

2. **Delivery Place:** The Bidder will deliver the product as per instruction of

technology division, on the Agreed Date of Delivery.

3. **Liquidated Damages:** As per Annexure 1: scope of work

4. **Payment Terms:** Payment will be made quarterly arrear basis & upon submission of the bill with work order & original challan which is duly signed by authorized personnel of BRAC Bank Limited (IT Person's Sign, Name, PIN & Seal, if available). Payment will be made through Bank Account only. BBL will deduct all applicable withholding income Tax and VAT from the invoice at the time of payment as per Government Rules.

5. Bank Reserves right to conduct 2<sup>nd</sup> round of bid if deemed necessary.

6. BRAC Bank Limited reserves the right to call in the bill of Entry for availing applicable adjustment in the VAT or ATV at import stage.

#### **EVALUATION CRITERIA:**

##### **Technical Bid**

The bidders will be evaluated technically based on the selected parameters and marks will be awarded on a 100 marks scale. Allotment of marks, within the overall indicated marks for each parameter, is the sole discretion of the technical evaluation committee.

The shortlisted bidder under technical qualification, who has obtained the highest marks will be awarded the maximum score of 100 for that unit.

Other short listed bidders will be awarded scores in direct proportion of their marks

obtained, as per the formula:

Technical Score (TS) = Score Obtained (SO) / Highest Score (HS) x 100, where-

- TS stands for Technical Score with a maximum score of 100
- HS stands for the Highest Technical Score obtained among all the short-listed bidders
- SO stands for Bidder's Technical Score Obtained as per the evaluation.

To select the bidder to award the contract, techno-commercial scoring method as detailed below will be used.

### **Commercial Bid Evaluation**

The Bidder has to submit the indicative Commercial Bid as per the format given in Annexure or in Fusion software. The score for the Commercial evaluation will be awarded as under:

The shortlisted bidder per unit whose quote is the lowest will be awarded maximum score of 100 for that unit. Other bidders will be awarded scores in inverse proportion of their quotes to the lowest quote as per the formula

Commercial Score (CS) = Lowest Price (LP) / Bidder's Price (BP) x 100, where

- CS stands for Commercial Score with a maximum score of 100
- LP stands for the Lowest Price among all the short-listed bidders



- BP stands for Bidder's Price

### Techno-Commercial Evaluation and Scoring

The final selection will be done by the Technical & Price Negotiation Committee on the basis of combined Techno-commercial scoring as under:

The total score will be arrived at by integrating the Technical Scores and Commercial Scores (separately for each unit) assigning 30% weightage to Technical Score and 70% weightage to Commercial Score as under:

(Technical Score out of 100 x 30%) + (Commercial Score out of 100 x 70%)

The proposals will be ranked in terms of Total Scores arrived at as above. The proposal with the highest Total Score (H1) will be the selected bidder and the price quoted by him will be taken as the bid winning price and will be considered first for award of contract.

**Breakdown of details technical evaluation criteria are mentioned in annexure 1: scope of work.**

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

Freight Terms  
FOB

Price Precision **2**

## 2 Requirements

*\*Response is required*

### 2.1 Section 1. Technical

\*1. Please attach technical documents

*Response attachments are required.*

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