

**REF:** BBL/Proc/Rfq/Y23/76 (20000001741)

**Dated:** February 26, 2023

**Subject:** Request for Quotation for LAN Coverage at APN SIM Based 10 SME Unit office

**Dear Sir:**

BRAC Bank Limited invites Financial and Technical proposals **separately** for the Link Connectivity mentioned in the RFQ from reputed IT Companies having experiences in Telco & Banking and are OEM authorized partners.

**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.
2. **Bid Submission/ Closing Date:** The bidder has to submit their Technical bid in BBL Fusion Portal by **.01 PM, 1<sup>st</sup>-Mar- 2023** (Bangladesh Standard Time) at <https://eega.fa.ap1.oraclecloud.com/>.

Vendor will submit technical proposal & commercial offers in 2 separate files. 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. **Quotation Validity:** The Quotation shall be valid for One Twenty (120) calendar days from the Quotation submission/ closing date.
4. **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.**
5. Vendors must submit the filled up and signed (by minimum CXO or Director level) 'Supplier Relationship Declaration Form' attached below.
6. In case a willing participant does not have Fusion ID or is not enlisted, they are requested to express their interest to participate by mailing the following documents to [shakil.ahmed@bracbank.com](mailto:shakil.ahmed@bracbank.com). 28<sup>th</sup> Feb,2023 [11:00 AM] by email: (Mail size Should not exceed 10 MB)
  - a. Trade License/Certificate of Incorporation
  - b. TIN Certificate
  - c. BIN Certificate
  - d. Bank Solvency/Bank Statement
  - e. Company profile
  - f. Contact persons :Name, Mobile no, Email Address

7. **Point of Contact:**

Point of Contact: For technical issues please communicate with **Mr. Saiful Haque Robin**, Cell: +88 01713187775  
Email: [mohammadsaiful.haque@bracbank.com](mailto:mohammadsaiful.haque@bracbank.com).

For Commercial Issues please communicate with **Shakil Ahmed**, +8801730098000, [shakil.ahmed@bracbank.com](mailto:shakil.ahmed@bracbank.com).

8. 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 or breakdown price, whichever is lower, 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 negotiated with most suitable vendor(s) or 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 carrying cost, maintenance, installation, commission, manual labor charge and any kind of charge thereof-if applicable. The price must also include applicable withholding Tax and VAT, which shall be deducted during payment as per Government rules and regulations.
2. **Delivery Place & Time:** The Bidder will deliver the product as per instruction of BBL Concerned department, on the Agreed Date of Delivery. The Delivery time must be mentioned in vendor's offer.
3. **Liquidated Damages for Delay:** The Bidder has to complete the entire work within the stipulated period as mentioned in clause no 2, in failure 5% of total contract value will be deducted for each Week delay but Penalty will be considered pro-rata basis. Bank will not consider any delay in delivery unless due to force majeure (Natural, Political, Government or other similar factors that are out of control of the participant).
4. **Payment Terms:** Payment will be made after successful completion of the job and upon submission of the bill with work order and original challan which is duly signed by authorized personnel of BBL (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. Any advance payment and payment milestone fixation request is subject to BBL Policy and Management approval.
5. Bank Reserves right to conduct 2<sup>nd</sup> or multiple rounds of bid if deemed necessary.
6. BBL reserves the right to call in the bill of Entry for availing applicable adjustment in the VAT or ATV at import stage.
7. **Any Terms/Conditions in Bidders' offer contradictory to this Instruction to Bidder (ITB) may lead to disqualification.**

### **Scope of work:**

Serial	SME UO	Adress	Name	Contact
1	Nathullabad	Sezan Complex (2nd floor), Kashipur, Barisal	Md. Nazmul Hassan	01709658053
2	Gournadi	Managers Super Market (1st floor), Holding # 455, Sadar Road, Torki Bandor, Gournadi, Barisal.	KH. Anisur Rahman	01708487818
3	Bhola	Talukder Bhaban(2nd floor), Holding # 376/3, Sadar Road, Bhola Sadar, Bhola.	Md. Jahirul Islam Rubel	01709630206
4	Lalmohon	AYSHA PLAZA (1ST FLOOR), THANA ROAD,LALMOHON ,BHOLA.	Md. Alomgir Hosen	01709630287
5	Tongi	Ebadat Ali Mansion (1st floor),Mosjid Road, Tongi Bazar, Tongi, Gazipur	Suzan Mahamod	01610119123
6	Kaliakoir (Ga)	Nur Plaza, College Road, Kaliakoir, Gazipur	Sabuz Miah	01677157353
7	Sofipur	Meraj Tower (1st floor), Ander Manik Road, Shafipur Bazar, Kaliakoir, Gazipur	Sadhan Dash	01313045829
8	Valuka	Pal Bhabon, Notun Bus Stand, Valuka, Mymensingh	Liton Hossain	01313045891
9	Ambarkhana	Point View Shopping Center (1st floor), Amborkhana, Sylhet	Sumon Patawri	01713110244
10	Sunamganj	Shamim Complex (2nd Floor), Station Road, Sunamgonj	Ayub Ali	01730086274

**The proposed bandwidth, Media type& redundancy type will have to comply as follows:**

Bandwidth: **2 Mbps**  
Bandwidth Type: **Data**  
Media Type: **Radio/Fiber**  
No. of Connectivity: **1**

**Bidders are not complying to below queries will be considered as **disqualified**:**

**Technical Compliance Sheet to meet RFQ response**

Description	Bidder Response
Bandwidth in Mbps	
Bandwidth Type (Data/Internet)	
Backbone & NTTN Information	
Media Type(Fiber/Radio)	
Last mile fiber distance/ Radio tower height(Meter/Feet)	
Number of Backbone connectivity's with providers name till POP location	
Does Bidder have power backup at POP(Y/N)	
Last mile path diagram from POP	
Infrastructure strength at POP	
Average support response time for last 6 months	
Average restoration time for last 6 months	
Client lists from quoted POPs	
Technical strength on the quoted geographical area as well as local office address nearest radius	
Must carry out site survey and provide quotation by comprising the above measurement	
Ensure IP MTU 1500 byte (testing mechanism: ICMP echo with size 1500 & DF bit set)	

## EVALUATION CRITERIA:

### O Two Stage Techno-Commercial Evaluation and Scoring

The final selection will be done by the Technical and Price 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 50% weightage to Technical Score and 50% weightage to Commercial Score as under:

$(\text{Technical Score out of 100} \times 50\%) + (\text{Commercial Score out of 100} \times 50\%)$

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.

## **Guidelines on Fusion Participation Contingencies**

Dear Participants

Please see below precautionary guidelines regarding submission of bid through Fusion Portal:

1. Please ensure that your Internet connection is stable and fast.
2. Please log in the Fusion portal 30-60 minutes before the auction to confirm that you can log in successfully. In case of any issues, please mail to procurement concerned person immediately.
3. You are also advised to keep an alternative device (phone/laptop, etc.) in case there is any issue with your current device
4. In case of any browser issue, you are suggested to restart the browser (and PC, if needed) or clear cache memory of browser. In case the issue remains, please mail to procurement concerned person immediately.
5. For any technical difficulty or issue, please take a screenshot and mail to Procurement concerned before the bidding is over. No verbal request, mail without proof (screenshot) or communication after bidding is over may not be taken under consideration.
6. In case of technical difficulty that prevents one or more bidders from participating successfully, the bid may be cancelled and held at a later time. However, any technical difficulty, issues, lack of understanding, etc., arising from bidder's end shall not be entertained.

We look forward to your successful participation in the Bid.

Regards  
Procurement Department  
General Services Division  
BRAC Bank Ltd.

## ফিউশন বিডিং অংশগ্রহণ ও ক্রটি সংক্রান্ত যোগাযোগ নীতিমালা

১. বিকল্প ইন্টারনেট সংযোগ (ব্রডব্যান্ড / মোবাইল ডেটা) দিয়ে নিরবিচ্ছিন্ন ইন্টারনেট সংযোগ নিশ্চিত করতে হবে
২. নিজ কোম্পানির সর্বনিম্ন মূল্যের প্রস্তাবটি সিস্টেমে সর্বাগ্রে প্রদান করার পরামর্শ দেওয়া হল।
৩. যে কোনও প্রযুক্তিগত ক্রটির মুখোমুখি হলে অবশ্যই সেটির স্ক্রিনশট গ্রহণ করে ততক্ষণিক ভাবে ব্যাক্কে প্রকিউরমেন্ট ডিপার্টমেন্টের কাছে ইমেইল করতে হবে। উল্লেখ্য, স্ক্রিনশট ব্যাতিত কোন অভিযোগ আমলে নেয়া হবে না। বিড এর জন্য বরাদ্দ নির্দিষ্ট সময়সীমা শেষ হওয়ার কোন অভিযোগ গ্রহণযোগ্য না।
৪. যদি উল্লেখিত ক্রটি / প্রযুক্তিগত সমস্যাগুলির যথার্থতা ব্যাক্কে আইটি ডিপার্টমেন্ট দ্বারা যাচাইপূর্বক নিশ্চিত করা না যায়, তবে সেগুলো গ্রহণযোগ্য হবে না।
৫. দরদাতা যদি বিড চলাকালীন পুরো সময় ধরে অংশগ্রহণ অব্যাহত রাখতে ব্যর্থ হয় তবে বিড চলাকালীন সময়ে উক্ত দরদাতা কর্তৃক প্রদত্ত সর্বশেষ অফারটিকে বিবেচনায় নেওয়া হবে।
৬. যদি দুইয়ের অধিক অংশগ্রহণকারী দরদাতাদের একই রকম প্রযুক্তিগত অসুবিধার অভিযোগ উত্থাপন না করেন, তবে ব্যাংক কর্তৃপক্ষ এ সঙ্কান্ত অভিযোগ / প্রতিবেদনগুলি উপেক্ষা বা গ্রহণ করার বিবেচনা সংরক্ষণ করেন।
৭. অংশগ্রহণকারীদের নিজস্ব কম্পিউটার কিংবা ইন্টারনেট সংযোগের প্রযুক্তিগত সমস্যার কারণে বা ম্যানুয়ালটিকে সঠিকভাবে অনুসরণ না করার কারণে যে কোন সমস্যার সম্মুখীন হলে তা বিবেচনায় নেওয়া হবে না।

আপনাদের সার্থক অংশগ্রহণ কামনা করছি।

ধন্যবাদান্তে

প্রকিউরমেন্ট ডিপার্টমেন্ট  
জেনারেল সার্ভিস ডিভিশন  
ব্রাক ব্যাংক লিঃ

[TO BE PRINTED ON VENDOR'S LETTERHEAD]

## SUPPLIER'S RELATIONSHIP DECLARATION FORM

Date:

### BRAC Bank Limited

Anik Tower (1<sup>st</sup> Floor), 220/B, Tejgaon I/A

Tejgaon Gulshan Link Road,

Dhaka-1208

Bangladesh

Attention :

RFQ Title:

RFQ Ref. No. :

1. Please state if the <.....> has any relationship to BRAC Bank Limited (BBL) employees. The list must, as a minimum, include the following persons in your company:

- Major shareholder(s) or owner(s) of the company.
- Member(s) of the management team.
- Other person(s) involved in answering this RFQ.
- Other key person(s).

☐ YES

☐ NO (In such case skip section 2)

2. Relationships that must be described should, as a Minimum, cover the following:

- Family and relatives.
- Friends.
- Business partners in outside company.
- BBL employees who have an ownership in your company.

Name of Supplier's Employee(s)	Position in Supplier's Company	Name of BBL Employee	Position in BBL	Type of Relationship

The undersigned is authorized to certify on behalf of the entity that all stated information in the above form are true and correct and no important and relevant information has been suppressed. The undersigned acknowledges that the Company at any time may verify the validity the above information.

Signature : \_\_\_\_\_

Name of the Signatory : \_\_\_\_\_

Title of the Signatory : \_\_\_\_\_

Name of the Company : \_\_\_\_\_

Date : \_\_\_\_\_

E-mail Address : \_\_\_\_\_

Phone No. : \_\_\_\_\_

*Note: Any company that fails to comply with this requirement, or on purpose withhold any information, may at any time and without further notice be excluded from the ongoing PO/ Contract process and will also risk not having future business with BRAC Bank Limited.*