



INVITATION FOR TENDER

1. Procurement of Retransfer Printer for Printing Chip Based Image Card and related consumables.

Sealed Quotations are hereby invited from bonafide vendors for supply of **Retransfer Printer Machine and its related consumables** to our Bank as per terms & conditions stated below.

1. Name of Company :
2. Address :
3. Contact Person :
4. Telephone No. :
5. E-mail address :
6. Strength of the bidder :
 - a) Experience : Please mention the experience of supplying the machine in commercial Bank/any reputed organization and Copies of distributorship/ business partnership certificate for the products (**Proper evidence needs to be submitted**).
 - b) Manpower : Please mention.
 - c) After sale & service facility : Please mention.

Terms and Conditions:

1. Eligibility of the bidder:


- (i) The principal of the local vendor shall have more than 03 years of experience in manufacturing and supplying the required machine worldwide.
 - (ii) The bidder or the principal should have at least 2 years of experience of undertaking for supplying required machine and consumables at scheduled banks in Bangladesh.
 - (iii) The bidder should have in-house capabilities for software and hardware support for the required machine and customize it to Banks' requirement.
 - (iv) The bidder should have adequate number of trained personnel for future Repair & Service.
 - (v) The bidder has to inform the Bank about the source of supply of the machine and Bank reserves the right to reject the bid in case the source of supply is not disclosed.
2. The offer must be submitted through "**Financial Offer & Technical Offer**" enclosed with this notice.
 3. The total amount is to be quoted both in figures and in words properly in BDT. The quoted rate must be inclusive of finished jobs including total handling of materials, incidental charges-overhead, all types of taxes and VAT as per government rules, carrying cost, manual labour charge and any kind of charge thereof.
 4. Bank will procure the consumables from the selected vendor as and when required as per requirement and fix the unit rate until any change needed of the fixed rate. However, the ribbons will be delivered to us according to our actual requirement on split order basis and may be differ from the estimated quantity and the payment will be made after successful delivery of the each split order.
 5. An amount of tender security i.e; **2.5%** of total bid amount in the form of Payment Order or Bank Guarantee in favour of Pubali Bank Limited will be accepted. No tender will be considered without tender security (**Earnest money**). **Performance security is 10%** (Ten percent) of bid value for successful bidder which will be accepted in form of Bank Guarantee and will be retained for **01 (One)** year on award of order.


 



6. Failing to supply the machine and consumables within the given time period, each week delay will charge 2% of total work order amount as penalty and will be deducted from final payment.
7. In the event of supply any function which does not match with the required specifications, 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 bank demand.
8. Payment of the bills will be made from Card Division, Head Office through Payment Order, after successful delivery of the ordered products and also fulfill all others terms & conditions of the Supply Order.
9. Necessary VAT & TAX will be **deducted** from the bill as per prevailing government rules prior payment of the same.
10. The authority reserves the right either to accept or to reject all or any offer without assigning any reason.
11. Bank is not bound to accept the lowest Quotation. To be successful in the bid, quality and technical functions of the offered items, performance, financial capability and reputation etc. of the tenderer as assessed by the Bank are the prime factors for consideration.
12. Photocopy of Trade License, TIN Certificate, VAT registration Certificate (BIN), Financial Solvency Certificate, Major client List and Company profile to be submitted with the Quotation.

Sealed quotations (Technical and Financial offers in envelopes) have to be submitted in the Tender Box kept at the Pubali Bank Limited, Establishment Division (12th floor), 26 Dilkusha C/A, Dhaka-1000 on or before the **19 October 2022 by 11.00 am** which will be **opened** on the same day at **11.30 a.m.** in presence of the bidders present (if any).


(Khaled Al Masud)
Senior Principal Officer


(Ashim Kumar Roy)
GM & Division Head



Financial Offer

1. Name of Company :

A. Retransfer Printer Machine:

Sl.	Item	Quantity (pcs)	Unit Price (BDT) (including VAT and Tax)
1	Retransfer Printer	01	

B. Consumables:

Sl.	Consumables	Estimated Quantity (pcs)	Unit Price (BDT)	Total Price (BDT) (including VAT and Tax)
1	Color Ribbon, CMYKP	05		
2	Clear Retransfer Film	05		
3	Color Ribbon, CMYKP-KPi	10		
Total Cost (Tk.)				

Grand Total for Printer and Consumables (A+B):

The full specification of the item is as per Technical Offer.

We will comply all of the above terms of delivery and payment mentioned here.

Company Seal with Signature



Technical Offer

1. Retransfer Printer:

Sr	Item	Description
01	Brand	Please Specify
02	Model	Please Specify
03	Country of Origin	Please Specify
04	Country of Manufacture	Please Specify
05	Print Technology	Please Specify
06	Print Capabilities	Please Specify
07	Print Resolution	Please Specify
08	Lamination	Yes/ No
09	Print Speed	Please Specify
10	Card Capacity	Input Hopper: Output Hopper:
11	Security Features	Please Specify
12	Weight	Please Specify
13	Physical Dimension	Please Specify
14	Connectivity	Please Specify
15	Operating Environment	Please Specify
16	Operating System Support	Please Specify
17	Warranty	Please Specify

2. Consumables:

Sr No	Features	Description
01	Country of Origin	Please Specify
02	Manufacture	Please Specify
03	Size of Ribbon (in feet)	Please Specify
04	Card printing capacity per ribbon	Please Specify
05	Warranty	Please Specify
06	Mode of Delivery	Please Specify
07	Offer Validity	Please Specify

Company Seal with Signature