



PUBALI BANK PLC.
ICT OPERATION DIVISION
HEAD OFFICE, 26 DILKUSHA C/A, DHAKA.

PBPLC/HO/ICTOD/DOCUMENT SCANNER/ 8453/2024

March 05, 2024

Notice inviting quotation for supply of Document Scanner (Duplex) for our Bank.

Sealed quotations are hereby invited from bonafide Supplier, Trader, Importer of Scanner for supply of Document Scanner (Duplex) for our Bank as per following specifications.

Specification :

S/N.	Feature	Detailed Technical Specification and Standards required	Offered Specifications
1	Brand	Worldwide reputed brand (to be supported by Original catalogue/ Brochure/Manual)	
2	Model	To be mention by the tenderer	
3	Brand of Origin	USA /Japan	
4	Country of Manufacture	To be mention by the tenderer	
5	Device Type	Sheet- fed ,1-pass,duplex color scanner	
6	Scan element or Sensor Type	Color contact image sensor(CIS)	
7	Light Source	3-color RGB LED	
8	Interface Type	USB 3.0	
9	Optical Resolution	600 dpi	
10	Output Resolution	50 to 1200 dpi	
11	Memory	512MB	
12	Output Bit depth	30-bit internal/24-bit external on color & grayscale scan mode, 1-bit Monochrome scan mode	
13	Daily duty cycle	7500 sheets or higher	
14	Scan Speed (A4/Letter)	Up to 75 ppm/150 ipm (300dpi, mono color & Gray)	
15	ADF Paper Capacity	80 sheets or higher	
16	Automatic duplexing	Yes	
17	Media Size	ISO A4 :210 X 297 mm	
18	Paper weight	40 to 413 g/m2	
19	Compatible operating systems	Windows 7/8/8.1/10	
20	Driver Compatibility	TWAIN,ISIS	
21	Scan file format	JPEG, TIFF, Multi-TIFF, PDF, Searchable PDF,BMP, PNG, Multi-TIFF, DOCX, XLSX, PPTX	
22	Special feature	Blank page removal, auto -rotation, auto cropping, Dynamic Skew Correction, Dirt Detection, Double-feed Detection and paper protection	
23	Eco feature	ENERGY STAR qualified, RoHS compliant	
24	Power Consumption	Maximum 6.7 Watt	
25	Warranty	1 year warranty	

Terms and conditions:

- 1) The offer must be submitted through "**Offering Sheet**" enclosed with the schedule.
- 2) The Document Scanner (Duplex) will be under comprehensive **Warranty for full 1(one) year or more** from the date of installation at the branch/office where it will be supplied.
- 3) **10% (ten percent) of the bill** amount will be retained as Security Money which will be paid to the supplier after expiry of the warranty period at the satisfaction of the purchaser.
- 4) All Tax, Vat, Govt. Duties etc. will be deducted from the bill as per rule prior payment of the

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same.

- 5) In case of any trouble with the Document Scanner (Duplex) within the warranty period the supplier shall have to replace/repair the Document Scanner (Duplex) free of cost at the premises the branch/office where it will be supplied within 24(twenty four) hours. If the Document Scanner (Duplex) is not in repairable condition on the premises, it should be replaced by a similar one within 24 (twenty four) hours from getting the information of trouble prior to bring the same at their end for repairing purpose. In case of failure of the supplier, the Bank shall have the right to get the replacement or repairing works done by other agency at the cost of the supplier. Such costs will be adjusted from the supplier's security money and the supplier shall have no objection to it.
- 6) Payment of the bills will be made from ICT Operation Division, Head Office, after delivery of the same at the Branch/ Office as per terms of the Supply Order on production of a certificate from the concerned branch/ office to the effect that the Scanner is supplied in good condition as per Supply Order and is working properly.
- 7) Successful bidder must ensure delivery of Document Scanner (Duplex) within 15(fifteen) days of getting work order. **Successful bidder must have an account i.e. SB/CD/CC at any Branch of our Bank for receiving their payment through online.**
- 8) The authority reserves the right either to accept or to reject all or any offer without assigning any reason.
- 9) Installation charge for Dhaka City or outside of Dhaka City area, if any, is required to be mentioned in the offer.
- 10) Bank is not bound to accept the lowest Quotation. To be successful in the bid, quality of the offered items, financial capability, reputation etc. of the firm as assessed by the Bank are the prime factors for consideration.
- 11) The successful bidder shall have to inform the Bank 1(one) month before if they want to discontinue supply of the Computer.
- 12) Photocopy of Trade License, TIN Certificate, VAT registration Certificate (if any), Financial Solvency Certificate (if any), Appreciation letter, Major client List and Company profile to be submitted with the Quotation.

Offer / Bid to be dropped in the Tender Box kept in **Establishment and General Services Division, Pubali Bank PLC., Head Office, 12th Floor, 26 Dilkusha C/A, Dhaka by 11.00a.m. up to 20-03-2024** which will be opened on the same day at 11.30 a.m. in presence of the bidders present (if any).

Sd/-

(Md. Aminul Islam)
Asst. General Manager

Sd/-

(Md. Helal Uddin)
GM & Division Head

CC TO : The Member Secretary, Purchase Committee, Pubali Bank PLC., Head Office, Dhaka for information and necessary action.

CC TO : Notice Board, Pubali Bank PLC., Head Office, Dhaka .

CC TO : www.pubalibangla.com



Asst. General Manager



GM & Division Head



OFFERING SHEET

(To be submitted alongwith the offer)

Tenderer's Name :

Address :

Technical Specifications-Document Scanner 75ppm/150ipm

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Authorized Signature