



# PUBALI BANK LIMITED

## ICT OPERATION DIVISION

HEAD OFFICE, 26 DILKUSHA C/A, DHAKA.

PBL/HO/ICTOD/DOCUMENT SCANNER/ 2021

October 03, 2021

### 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 :

**Brand :** Worldwide reputed brand (to be supported by Original catalogue/Brochure/Manual),  
**Model :** To be mention by the tenderer, **Brand of Origin :** USA/Japan, **Country of Manufacture :** To be mention by the tenderer, **Device Type :** Sheet-fed, 1-pass, duplex color scanner, **Scan element or Sensor Type :** Color contact image sensor(CIS), **Light Source:** 3-color RGB LED, **Interface Type:** USB 3.0, **Optical Resolution:** 600 dpi, **Output Resolution:** 50 to 1200 dpi, **Output Bit depth:** 30-bit internal/24-bit external on color & grayscale scan mode, 1-bit Monochrome scan mode, **Daily duty cycle:** 7000 sheets or higher, **Scan Speed (A4/Letter):** 45 ppm/90ipm (300dpi) or above for mono color & Gray, **ADF Paper Capacity:** 100 sheets or higher, **Automatic duplexing:** Yes, **Media Size:** Minimum: 2"x2", Maximum: 8.5"x240" (200dpi), 8.5"x215" (300dpi), **Paper weight:** 30 to 400 g/m<sup>2</sup>, **Compatible operating systems:** Windows 7/8/8.1/10, Mac OSX 10.10x to 11.x, **Driver Compatibility :** TWIN, ISIS, **Scan file format:** JPEG, TIFF, Multi-TIFF, PDF, Searchable PDF, BMP, PNG, Multi-TIFF, DOCX, XLSX, PPTX, **Special feature:** Blank page removal, auto-rotation, auto cropping, Dynamic Skew Correction, Dirt Detection, Double-feed Detection and paper protection, **Eco feature :** ENERGY STAR qualified, RoHS compliant, **Power Consumption:** Maximum 13W at operation, **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 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.

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- 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.
- 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 Division, Pubali Bank Limited, Head Office, 12<sup>th</sup> Floor, 26 Dilkusha C/A, Dhaka by 11.00a.m. up to 17-10-2021** 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 Ltd., Head Office, Dhaka for information and necessary action.

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

CC TO : [www.pubalibangla.com](http://www.pubalibangla.com)

  
Asst. General Manager

  
GM & Division Head