

গণপ্রজাতন্ত্রী বাংলাদেশ সরকার
প্রকল্প পরিচালক এর কার্যালয় (অস্থায়ী)
SASEC Integrated Trade Facilitation
Sector Development Project: NBR Part
আইডিইবি ভবন (১০ম তলা)
১৬০/এ, কাকরাইল ভিআইপি রোড, ঢাকা-১০০০

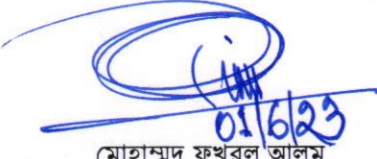
নথি নং: ০৮.০১.০০০০.০০৩.১৬.০০১.২৩/৮৫

তারিখ: ০১.০৬.২০২৩খ্রি:

বিষয়: Project Administration Goods [Package No. NBR/GO-01A] এর Request for Quotation (RFQ) প্রকাশ।

উপর্যুক্ত বিষয়ের প্রেক্ষিতে জানানো যাচ্ছে জাতীয় রাজস্ব বোর্ড কর্তৃক এশিয়ান ডেভেলপমেন্ট ব্যাংক (এডিবি) এর ঋণ (Loan 4178-BAN) সহায়তায় SASEC Integrated Trade Facilitation Sector Development Project: NBR Part শীর্ষক প্রকল্প বাস্তবায়নের উদ্যোগ নেয়া হয়েছে। উক্ত প্রকল্পটি ২০-০৬-২০২২ তারিখে একনেক কর্তৃক অনুমোদিত হয় এবং ১৭-০৭-২০২২ তারিখে অভ্যন্তরীণ সম্পদ বিভাগ কর্তৃক উক্ত প্রকল্পের প্রশাসনিক অনুমোদন জারী করা হয়। উক্ত প্রকল্পের Project Administration Goods [Package No. NBR/GO-01A] এর Request for Quotation (RFQ) এর সংযুক্ত বিজ্ঞাপনটি পিপিআর ২০০৮ এর বিধি ৭১(২) মোতাবেক প্রকাশের জন্য অনুরোধ করা হলো।

সংযুক্তি: বর্ণনামতে।


মোহাম্মদ ফখরুল আলম
প্রকল্প পরিচালক
ফোন: ৪৮৩১৬১৪৫

বিতরণঃ

- ১। সদস্য (কাস্টমস পলিসি ও আইসিটি), জাতীয় রাজস্ব বোর্ড, ঢাকা (দৃষ্টি আকর্ষণ: মো: জাহিদুর রহমান, সিস্টেম এনালিস্ট, জাতীয় রাজস্ব বোর্ড)। সংযুক্ত বিজ্ঞাপনটি জাতীয় রাজস্ব বোর্ডের ওয়েবসাইটে প্রকাশের জন্য সদয় অনুরোধ করা হলো।
- ২। কমিশনার, কাস্টমস বন্ড কমিশনারেট, ঢাকা (দক্ষিণ), ৩৪২/১, সেগুনবাগিচা, ঢাকা-১০০০। সংযুক্ত বিজ্ঞাপনটি প্রচারের জন্য অনুরোধ করা হলো।
- ৩। কমিশনার, কাস্টমস, এক্সাইজ ও ভ্যাট কমিশনারেট, ঢাকা (দক্ষিণ), আইডিইবি ভবন, ১০ম তলা, ১৬০/এ, কাকরাইল ভিআইপি রোড, ঢাকা। সংযুক্ত বিজ্ঞাপনটি প্রচারের জন্য অনুরোধ করা হলো।
- ৪। নোটিশবোর্ড।

নথি নং: ০৮.০১.০০০০.০০৩.১৬.০০১.২৩

তারিখ: ০১.০৬.২০২৩খ্রি:

অনুলিপি সদয় অবগতি ও প্রয়োজনীয় কার্যার্থে:

- ১। সদস্য (কাস্টমস : নিরীক্ষা, আধুনিকায়ন ও আর্থজাতিক বানিজ্য), জাতীয় রাজস্ব বোর্ড, ঢাকা।
- ২। পিএস টু চেয়ারম্যান, জাতীয় রাজস্ব বোর্ড (চেয়ারম্যান মহোদয়ের সদয় অবগতির জন্য)।

মো: শাকিল খন্দকার
উপ-প্রকল্প পরিচালক

**GOVERNMENT OF THE PEOPLE'S REPUBLIC OF
BANGLADESH**



**SASEC- Integrated Trade Facilitation
Sector Development Project: NBR Part
National Board of Revenue
Ministry of Finance**

**REQUEST FOR QUOTATIONS
– SUPPLY of GOODS**

Office Equipment & Computers
Package No. NBR/GO-01A

Issued on: 01 June 2023

Issued to:

June 2023

REQUEST FOR QUOTATION - GOODS (RFQG)

File No. 08.01.0000.003.16.001.23

Date: 01-06-2023

Project Title : SASEC- Integrated Trade Facilitation Sector Development Project: NBR Part

Source of Funding : Asian Development Bank and Government of Bangladesh

Contract Ref : 2022-23/NBR/GO-01A

Date of Issue of Request: 01/06/2023

To : _____

Sir/Madam:

1. The Project Director, SASEC- Integrated Trade Facilitation Sector Development Project: NBR Part (Purchaser) hereby requests you to submit price quotation/(s) for the supply of the following items:

- (i) Desktop computers complete with monitor and keypad and UPS
- (ii) Computer printer
- (iii) Document Scanner
- (iv) Photocopier
- (v) Smart TV Monitor (55 inch for meeting Room Presentation)

To assist you in the preparation of your price quotation we enclose the necessary **Supply and Delivery Schedule, Technical Specifications, Form of Quotation** and draft **Contract**.

2. If you/your firm, however, falls under any of the following conditions, your proposal shall not be considered:

- (a) you/your firm are/is not a citizen/national of an ADB member country, or
- (b) you/your firm have/has been associated with the firm that prepared the design and specifications, or engaged in the preparation of the Project for which the contract that is subject of this request for quotations was identified, or
- (c) you/your firm are/is owned by the Purchaser, or
- (d) you/your firm are/is currently sanctioned or temporarily suspended by the Asian Development Bank for a violation of its Anticorruption Policy (1998, as amended to date), or
- (e) the importation of goods or services from your country or any payment to persons or entities in your country is prohibited in compliance with a decision of the United Nations Security Council under Chapter VII of the Charter of the United Nations.

3. To be qualified, you must have experience as a manufacturer or authorized supplier of the items covered by this **Request for Quotation** and, as evidence, you must also attach a document of your experience as supplier in at least one contract in the last 3 years of a size and nature similar to the items in the supply schedule of this contract.

4. Your quotation should be submitted in accordance with the following instructions, procedures, and the terms and conditions of the **Contract**.



Preparation of Quotations

- (a) Your price quotation/(s) shall be for all the items as described in attached documents and submitted only in the attached **Form of Quotation** with the priced **Supply, Delivery and Price Schedule**. The currency of quoted prices and payment shall be **Taka**.
- (b) The prices should be quoted for supply and delivery to Office of the Project Director (Temporary), SASEC- Integrated Trade Facilitation Sector Development Project: NBR Part, IDEB Building (9th Floor), 160/A, Kakrail VIP Road, Dhaka-1000 and should be accompanied by adequate technical documentation and catalogue(s) and other printed material or pertinent information (in English language) for each item quoted, including names and addresses of firms providing after-sales service facilities in Dhaka, Bangladesh.
- (c) You shall submit only one set of quotations for the above items. Your quotation must be typed or written in indelible ink and shall be signed by you or your authorized representative. Without a signature in your **Form of Quotation**, your quotation will not be considered further.
- (d) You shall submit one original of the **Form of Quotation**, and clearly marked "Original". In addition, you shall also submit one copy marked as "COPY". In case of any discrepancy between the Original and Copy, the original shall prevail.
- (e) Your quotation(s) should be valid for a period of 30 days from the deadline for submission of the quotation/(s) as indicated below. If you withdraw your quotation during the validity period and/or refuse to accept the award of a contract when and if awarded, then you will be excluded from the list of Suppliers for the project for two years

Submission and Opening

- (f) Your **Form of Quotation** with the priced **Supply and Delivery Schedule** should be submitted by 08 June 2023 at 2.00 PM with the required documents that should be signed, sealed in an envelope and addressed to and delivered to the following address:

Purchaser's Address :

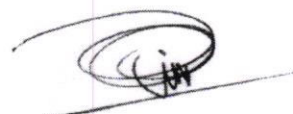
Project Director, SASEC- Integrated Trade Facilitation Sector
Development Project: NBR Part
IDEB Building (9th Floor), 160/A, Kakrail VIP Road, Dhaka-1000

Telephone : 02-48316145

- (g) Quotations shall be opened in public, in the presence of participating suppliers' representatives who choose to attend, on 08 June 2023 at 2.30 PM and at the following address. Office of the Project Director, SASEC- Integrated Trade Facilitation Sector Development Project: NBR Part

Evaluation and Comparison

- (h) Quotations determined to be substantially responsive to this **Request for Quotation** will be evaluated by comparison of their offer prices. A quotation is not substantially responsive if it contains material deviations or reservations to the terms, conditions, and specifications in this **Request for Quotation**.
- (i) In evaluating the quotations, the Purchaser will adjust for any arithmetical errors as follows:
 - (i) where there is a discrepancy between amounts in figures and in words, the amount in words will govern; and
 - (ii) where there is a discrepancy between the unit rate and the line item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted will govern.



If you refuse to accept the correction, your quotation will be rejected.

Award of Contract

- (j) The Purchaser shall award the contract to the Supplier whose quotation has been determined to be substantially responsive to this **Request for Quotation** and who has offered the lowest price quotation.
- (k) The Supplier whose quotation has been accepted will be notified by the Purchaser within 03 days from the date of submission of quotation through the return of a copy of the **Form of Quotation** with **Acceptance** signed by the authorized representative of the Purchaser.
- (l) The successful Supplier shall sign the **Contract** governed by the **Contract Terms and Conditions**. If applicable, in addition to the quoted price, the contract price shall include Value Added Tax (VAT) in Bangladesh.
5. Further information can be obtained from:
- | | |
|-----------|--|
| Name | Project Director, SASEC- Integrated Trade Facilitation Sector Development
Project: NBR Part |
| Address | IDEB Building (9th Floor), 160/A, Kakrail VIP Road, Dhaka-1000 |
| Telephone | |
| Fax | |
| E-mail | pdsasec.itfsdp22@gmail.com |
6. The Purchaser intends to apply funds from the **Asian Development Bank (ADB)** for eligible payments under the **Contract** resulting from this **Request for Quotation**.
7. Under **ADB's Anticorruption Policy** (1998, as amended to date), suppliers shall observe the highest standard of ethics during the procurement and execution of such contracts. ADB may reject a proposal for award, and may impose sanctions or other remedial actions on parties involved, if it determines that the supplier recommended for award or any other party, directly or through an agent, has engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices or other integrity violations in competing for, or in executing, the Contract. At the time of submission of your quotation, you should not be in ADB's sanctions list. A firm/individual shall not be eligible to participate in any procurement activities under an ADB-financed, -administered, or -supported project while under temporary suspension or debarment by ADB pursuant to its Anticorruption Policy, whether such debarment was directly imposed by ADB, or enforced by ADB pursuant to the Agreement for Mutual Enforcement of Debarment Decisions.
8. You/your firm, joint venture partners, associates, parent company, affiliates or subsidiaries, including any subcontractors or suppliers for any part of the Contract, are not, or have never been, temporarily suspended, debarred, declared ineligible, or blacklisted by the purchaser's country, any international organization, and other donor agency.

If so debarred, declared ineligible, temporarily suspended, or blacklisted, please state details (as applicable to each joint venture partner, associate, parent company, affiliate, subsidiaries, subcontractors, and/or suppliers):¹

(a) Name of Institution: _____

¹ Any such disclosure shall be forwarded by the Purchaser to ADB.



(b) Period of debarment, ineligibility, or blacklisting (start and end date): _____

(c) Reason for the debarment, ineligibility, or blacklisting: _____

9. You/your firm's, joint venture partners', associates', parent company's affiliates' or subsidiaries', including any subcontractors' or suppliers', key officers and directors have not been [charged or convicted] of any criminal offense (including felonies and misdemeanors) or infractions/violations of ordinance which carry the penalty of imprisonment.

If so charged or convicted, please state details:²

(a) Nature of the offense/violation: _____


(b) Court/Area of jurisdiction: _____

(c) Resolution (i.e. dismissed; settled; convicted/duration of penalty): _____

(d) Other relevant details:

10. You/your firm understands that it is your obligation to notify ADB should you/your firm, joint venture partners, associates, parent company, affiliates or subsidiaries, including any Subcontractors or Suppliers, be temporarily suspended, debarred or become ineligible to work with ADB or any other multilateral development banks, the purchaser's country, international organizations, and other donor agencies, or any of your key officers and directors be charged or convicted of any criminal offense or infractions/violations of ordinance which carry the penalty of imprisonment.
11. Any misrepresentation that knowingly or recklessly misleads, or attempts to mislead may lead to the automatic rejection of the quotation/bid or cancellation of the contract, if awarded, and may result in remedial actions, in accordance with ADB's Anticorruption Policy (1998, as amended to date) and Integrity Principles and Guidelines (2015 as amended from time to time).
12. A bidder shall not have a conflict of interest. All bidders found to have a conflict of interest shall be disqualified.
13. Please confirm by fax/e-mail the receipt of this request and whether or not you will submit the price quotation(s).

Sincerely,



Mohammad Fakhru Alam
Project Director
SASEC Integrated Trade Facilitation
Sector Development Project: NBR Part
e-mail: pdsasec.itfsdp22@gmail.com

² Any such disclosure shall be forwarded by the Purchaser to ADB.