



# কর্ণফুলী গ্যাস ডিস্ট্রিবিউশন কোম্পানী লিমিটেড

(পেট্রোবাংলার একটি কোম্পানী)

**KARNAPHULI GAS DISTRIBUTION COMPANY LIMITED**  
(A Company of Petrobangla)

## REQUEST FOR QUOTATION

For

### Procurement of 01 (one) No. of Printer

**RFQ No:** 28.15.0000.268.07.005.25- 1559

**Date:** 30/04/2025

To

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1. The Karnaphuli Gas Distribution Company Limited, 137/A, CDA Avenue, Sholashahar, Chattogram has been allocated public funds and intends to apply a portion of the funds to eligible payments under the Contract for which this Quotation Document is issued.
2. Detailed Specifications, Design & Drawings (where appropriate) for the intended Goods and related services shall be available in the office of the Procuring Entity for inspection by the potential Quotationers during office hours on all working days.
3. Quotation shall be prepared and submitted using the 'Quotation Document'.
4. Quotation shall be completed properly, duly seal, signed-dated each page by the authorized signatory and submitted by the date to the office as specified in **Para 6** below.
5. No Securities such as Quotation Security (i.e. the traditionally termed Earnest Money, Tender Security) and Performance Security shall be required for submission of the Quotation and delivery of the Goods (if awarded) respectively.
6. Quotation in a sealed envelope shall be submitted to the office of the undersigned **before 15.05.2025 at 11.00 am**. The envelope containing the Quotation must be clearly marked "Quotation for procurement of **01 (one) No. of Printer** and **DO NOT OPEN** before **15.05.2025 at 11.00 am**. Quotations received later than the time specified herein shall not be accepted.
7. The Procuring Entity may extend the deadline for submission of Quotations on justifiably acceptable grounds duly recorded subject to threshold of 10 (ten) days pursuant to Rule 71 (4) of the Public Procurement Rules, 2008.
8. All Quotations must be valid for a period of at least 60 (Sixty) days from the closing date of the Quotation.
9. No public opening of Quotations received by the closing date shall be held.
10. Quotationer's rates or prices shall be inclusive of profit and overhead as well as all kinds of taxes, duties, fees, levies, and other charges to be paid under the Applicable Law, if the Contract is awarded.



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Page -2

11. Rates shall be quoted and, subsequent payments under this Contract shall be made in BDT currency. The price offered by the Quotationer, if accepted, shall remain fixed for the duration of the Contract.
12. Quotationer shall have legal capacity to enter into Contract. Quotationer, in support of its qualification, shall be required to submit certified photocopies of latest documents related to valid **Trade License, Tax Identification Number (TIN), Acknowledgment slip of last fiscal year's Income tax return and VAT Registration Number** without which the Quotation may be considered non-responsive. The tenderer will must submit Consolidated Tax Certificate and Deducted at Source Certificate (VAT form-6.3).
13. Quotations shall be evaluated based on information and documents submitted with the Quotations, by the Evaluation Committee and, at least 3 (three) responsive Quotations will be required to determine the lowest evaluated responsive Quotations for award of the Contract.
14. In case of anomalies between unit rates or prices and the total amount quoted, the unit rates or prices shall prevail. In case of discrepancy between words and figures the former will govern. Quotationer shall remain bound to accept the arithmetic corrections made by the Evaluation Committee.
15. The supply of Goods and related services shall be completed within 15 (Fifteen) days from the date of issuing the Purchase Order.
16. The Purchase Order that constitutes the Contract binding upon the Supplier and the Procuring Entity shall be issued within 07 (seven) days of receipt of approval from the Approving Authority.
17. The Procuring Entity reserves the right to reject all the Quotations or annul the procurement proceedings.

Signature of the official inviting Quotation

*(Signature)*  
08/08/2020

(Md. Abul Kalam Azad)  
Deputy General Manager  
Budget, Fund & Welfare Department

*(Signature)*  
08/08/2020  
*(Signature)*  
08/08/2020  
*(Signature)*  
AE (GIS)

**Distribution:**

1. General Manager (Administration), KGDCL, Chattogram..
2. Dy. General Manager (IT), KGDCL, Chattogram (For Publishing KGDCL Website).
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4. Manager (Co-ordination) Office of The Managing Director, KGDCL, Chattogram
5. Office Copy.

আইটি ডিপার্টমেন্ট  
কে. জি. ডি. এল, শোলশাহর, চট্টগ্রাম।  
ডেসপাচ নং: ২০৭৮  
তারিখ: ০৮-০৮-২০  
স্বাক্ষর



# কর্ণফুলী গ্যাস ডিস্ট্রিবিউশন কোম্পানী লিমিটেড

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**KARNAPHULI GAS DISTRIBUTION COMPANY LIMITED**  
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## Price Schedule for Goods and Related Services

**RFQ No:** 28.15.0000.268.07.005.25-

**Date:** / /2025

Sl. no.	Item no.	Description of Items	Unit	Quantity	Unit Price		Total Amount	Make & Model	Destination for Delivery of Goods
					In figure	In words			
1	2	3	4	5	6	7	8	9	
01	01	<b>Printer:</b> (as per attached specification of the goods)	No.	01					Budget, Fund & Welfare Department, KGDCL, Sholashahar, Chattogram.
Grand Total (including VAT)									
Total Amount for Supply of Goods and related services (inclusive of VAT and all applicable taxes: see Note 2 below)									
Goods to be supplied to			Particular Department, KGDCL.						
Total Amount in Taka (in words)			-----Taka Only.						
Delivery Offered			15 (Fifteen) Days.						
Warranty Period			(as per attached specification of the goods)						

My/Our Offer is valid until: / /2025

Signature of Quotationer with Seal Name of Quotationer	Date: ...../...../.....
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Note:

- 01 Col.1, 2, 3, 4, 5 and 9 to be filled in by the Procuring Entity and Col. 7 & 8 by the Quotationer.
- 02 Rates or Prices shall include profit and overhead as well as all kinds of taxes, VAT, duties, fees, levies, and other charges earlier paid or to be paid under the Applicable Law, if the Contract is awarded; including transportation, insurance etc. whatsoever up to the point of delivery of Goods and related services in all respects to the satisfaction of the Procuring Entity.
- 03 The tender will quote corresponding to 100% of the items and to 100% of the quantities specified for each item.



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(পেট্রোবাংলার একটি কোম্পানী)

## KARNAPHULI GAS DISTRIBUTION COMPANY LIMITED

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### Specifications of Printer

Item	Full Technical Specifications and Standards
Brand	Any internationally Reputed Brand
Model	To be mentioned by the bidder
Country of Origin	To be mentioned by the bidder
Country of Manufacturing	To be mentioned by the bidder
Print Technology	Laser
Output Color	Black & White
Display	At least Two-line LCD graphic display
Resolution	Minimum 1200 dpi.
Printing Speed	Minimum 38ppm (A4) & 40ppm (Letter).
First page out	Less than 8 second.
Processor	1200 MHz or Higher.
Standard Memory	256 MB or Higher
Duty Cycle	Minimum 80,000 Pages per month.
Trays	Paper Input: 250-sheet & Output: 150-sheet
Media Sizes	Letter, Legal, A4 & custom sizes
Media Types	Paper, Envelopes, Label, etc.
Duplex printing	Automatic (standard)
Interfaces	1 Hi-Speed USB 2.0 port; 1 Ethernet 10/100/1000 Gigabit network port
Power Supply	220/240V 50 Hz with proper cable
Driver/ Manual	All Manual, Driver CD/DVD/Software link, Power Cable, USB Cable must have to supply with the product.
Safety Compliance	The Product manufactured should be in compliance with FCC Class B & ISO 9001.
Warranty	At least 01 year of full warranty with spare parts and onsite support.

I/We declare to supply Goods and related services offered by me/us fully in compliance with the Technical Specifications and Standards mentioned hereinabove.

Signature of Quotationer with Seal	Date:
Name of Quotationer	

Note: 1. Specifications are to be filled in by the Procuring Entity. A set of precise and clear specifications is a pre-requisite for Quotations to respond realistically and competitively to the requirements of the Procuring Entity. In the context of competitive Quotations, the specifications shall be prepared to permit the widest possible competition and, at the same time, present a clear statement of the required standards of workmanship, materials, and performance of the Goods and related services to be procured. The specifications should require that all items, materials and accessories to be included or incorporated in the Goods be new, unused and of most recent or current models, and that they include or incorporate all recent improvements in design and materials.

2. Technical Specifications of the Goods and related services shall be in compliance with the requirements of the Procuring Entity Specified in this document. Quotationer is required to mention make/model (as applicable) of the Goods offered and must attach the appropriate original printed (if not available copied) literature/brochures for the listed items.



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## KARNAPHULI GAS DISTRIBUTION COMPANY LIMITED

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### Terms and Conditions

for:

### Supply of Goods and Payment

1. Terms and Conditions contained herein shall be binding upon both the Procuring Entity and the Supplier for the purpose of administration and management of this Contract.
2. Implementation and interpretation of these Terms and Conditions shall, in general, be under the purview of the Public Procurement Act, 2006 and the Public Procurement Rules, 2008.
3. The Supplier shall have to complete the delivery in all respects within **15 (Fifteen)** days of issuing the Purchase Order in conformity with the Terms and Conditions.
4. The Supplier shall be entitled to an extension of the Delivery Schedule if the Procuring Entity delays in receiving the Goods and related services or if Force Majeure situation occurs or for any other reasons acceptable to the Procuring Entity on justifiable grounds duly recorded.
5. All delivery under the Contract shall at all times be open to examination, inspection, measurements, testing, commissioning, and supervision of the Procuring Entity or his/her authorized representative.
6. The Procuring Entity shall check and verify the delivery made by the Supplier in conformity with the Technical Specifications and notify the Supplier of any Defects found.
7. If the Goods are found to be defective or otherwise not in accordance with the specifications, the Procuring Entity may reject the supplies by giving due notice to the Supplier, with reasons.
8. The Supplier shall be entirely responsible for payment of all taxes, duties, fees, and such other levies under the Applicable Law.
9. Notwithstanding any other practice, the payment shall be based on the actual delivery of goods on the basis of the quantity of each item of Goods in accordance with the Priced Schedule and Specifications. 100% Payments shall be made upon submission of Three Copies of original Delivery Chalan and Bill after issuance of Quality Certificate of goods and MRR (Material Receiving Report) by the Purchaser.
10. The Supplier's rates or prices shall be inclusive of profit and overhead and, all kinds of taxes, duties, fees, levies, and other charges to be paid under the Applicable Law.
11. The total Contract Price is BDT -----
12. The Supplier shall remain liable to fulfil the obligations pursuant to Rule 40(5) of the Public Procurement Rules, 2008.
13. The Supplier shall keep the Procurement Entity harmless and indemnify from any claim, loss of property or life to himself/herself, his/her workmen or staff, any staff of the Procurement Entity or any third party while delivering the Goods and related services .
14. Any claim arising out of delivery of Goods and related services shall be settled by the Supplier at his/her own cost and responsibility.
15. Damage to the Goods during the Warranty Period shall be remedied by the Supplier at the Supplier's own cost, if the damage arises from the supply and installation by the Supplier.

Page-1/2



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Page-2

16. No modification to Scope of Supply and no Variations to the quantities ordered shall be permissible under any circumstances.
17. The Procuring Entity contracting shall amend the Contract incorporating required approved changes subsequently introduced to the original Terms and Conditions in line with Rules, where necessary.
18. The Procuring Entity may, by written Notice sent to the Supplier, terminate the Contract in whole or in part at any time, if the Supplier:
  - a. fails to deliver Goods and related services as per Delivery Schedule and Specifications.
  - b. in the judgement of the Procuring Entity, has engaged in any corrupt, fraudulent, collusive or coercive practices in competing for or in delivery of goods and related services.
  - c. fails to perform any other obligation(s) under the Contract.
19. The Procuring Entity and the Supplier shall use their best efforts to settle amicably all possible disputes arising out of or in connection with this Contract or its interpretation.
20. The Supplier shall be subject to, and aware of provision on corruption, fraudulence, collusion and coercion in Section 64 of the Public Procurement Act, 2006 and Rule 127 of the Public Procurement Rules, 2008.

<b>For the Purchaser:</b>	<b>For the Supplier:</b>
Date	Date