

BIMAN BANGLADESH AIRLINES LTD.
PROCUREMENT & LOGISTICS SUPPORT DIRECTORATE
LOCAL PURCHASE SECTION
BIMAN ADMIN. BLDG. HAZRAT SHAHJALAL INTERNATIONAL AIRPORT, DHAKA.
FAX: 880-2-8913028, PH: 8901325 & 8901500-19/EXT:4226 & 4220

TENDER NO: 54/2018-19

DATE: 04/02/2019

DATE & TIME OF CLOSING: 26/02/2019 AT 1100 HRS (LT)

DATE & TIME OF OPENING: 26/02/2019 AT 1400 HRS (LT)

PRICE:

Group-A(COM): BDT. 750.00 (Seven hundred & fifty) only (Non-refundable).

Group-B(COM): BDT. 750.00 (Seven hundred & fifty) only (Non-refundable).

Group-C(COM): BDT. 750.00 (Seven hundred & fifty) only (Non-refundable).

M/S-----

CR.NO-----DATE-----

SIGNATURE-----STAFF/NO-----

Tender in sealed envelope individually for each group are hereby invited from interested Manufacturer/Distributor/Supplier for Group:A(COM), C(COM) and from interested Manufacturer/authorized distributor/Manufacturer's authorized Partner for Group:B(COM) for supplying below mentioned items to Biman Bangladesh Airlines Ltd.

TENDER SCHEDULE FOR PROCUREMENT OF FOLLOWING ITEMS:

01. GROUP: A(COM)

(i) Computer Paper, One Part, Plain, 11"x15", 1 Box=2,000 sheet, with Biman Logo & Insignia, Qty.50,000 Sheet

(ii) Computer Paper, Two Part, Plain, Self Carbonized, 11"x15", 1 Box=1,000 set, with Biman Logo & Insignia, Qty.50,000 Set

Note: Any kind of Recycled Paper is not acceptable.

02. GROUP: B(COM)

(i) Laser Printer (Type A): Qty.01 Ea

Printing Speed: 25-30 PPM (Black only - No Color Print) (Min)

Resolution: 1200 x 1200 dpi (Min)

Connectivity: Must support USB connectivity

Input Paper Tray/Cassette: Capable of holding 250-300 A4 size sheets

Print Capability: Must be able to print a page content (of an MS Word document) as per Page Setup in A4, Legal and Letter sized paper

Operating System: Must be fully compatible with Windows 7, Windows 10

Brand: Canon/Epson/Hewlett Packard

Full Warranty: 01 year (Min.)

(ii) Laser Printer (Type B): Qty.02 Ea

Printing Speed: 16-20 PPM (Black only - No Color Print) (Min)

Resolution: 600 x 600 dpi (Min)

Connectivity: Must support USB connectivity

Input Paper Tray/Cassette: Capable of holding 150-200 A4 size sheets

Print Capability: Must be able to print a page content (of an MS Word document) as per Page Setup in A4, Legal and Letter sized paper

Operating System: Must be fully compatible with Windows 7, Windows 10

Brand: Canon/Epson/Hewlett Packard

Full Warranty: 01 year (Min.)

(iii) Laptop (Type A): Qty.02 Ea

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Processor: 8th Gen Intel Core i7-8650U (8M Cache, Quad Core, 1.9GHz) vPro or higher
 RAM: 08GB DDR4 2133MHz (8GBx1) (Min.)
 HDD: 500 GB (7200 RPM) SATA Hard Drive (Min.)
 USB Port (Front & Rear): 03 (Min.)
 Optical Device: Internal/External DVD RW
 Graphics Chip: Built-in
 Monitor: 14 inch (Min.)
 LAN Chip: 10/100/1000 Ethernet LAN
 Wireless: Built-in
 Keyboard: 104 Keys Keyboard
 Mouse: MS mouse or compatible
 Sound Chip: Built-in
 Security Option: Security Lock Slot & E-Dock Option
 Docking Port: Docking connector/USB-Type C
 Docking Station: One (01) Docking Station
 Brand: Hewlett Packard/Dell/Fujitsu/Toshiba/Lenovo
 Type: Business
 Series: HP-Elitebook/Dell-Latitude/Fujitsu-Lifebook/Toshiba-Tecra/Lenovo-ThinkPad
 Warranty: 03 years (Min.) full warranty

(iv) Laptop (Type C): Qty.06 Ea

Processor: 8th Gen Intel Core i7-8650U (8M Cache, Quad Core, 1.9 GHz) vPro
 RAM: 08GB DDR4 2133MHz (8GBx1) (Min.)
 HDD: 500 GB (7200 RPM) SATA Hard Drive (Min.)
 USB Port (Front & Rear): 03 (Min.)
 Optical Device: Internal/External DVD RW
 Graphics Chip: Built-in
 Monitor: 14 inch (Min.)
 LAN Chip: 10/100/1000 Ethernet LAN
 Wireless: Built-in
 Keyboard: 104 Keys Keyboard
 Mouse: MS mouse or compatible
 Sound Chip: Built-in
 Brand: Hewlett Packard/Dell/Fujitsu/Toshiba/Lenovo
 Type: Business
 Series: HP-Elitebook/Dell-Latitude/Fujitsu-Lifebook/Toshiba-Tecra/Lenovo-ThinkPad
 Warranty: 03 years (Min.) full warranty

(v) 22" Monitor: Qty.01 Ea

(vi) Scanner: Qty.10 Ea

Resolution: 4800 x 9600 dpi, 48-bit color (Min)
 Connectivity: Must support USB connectivity
 Brand: Canon/Epson/Hewlett Packard
 Operating System: Must be fully compatible with Windows 7, Windows 10
 Warranty: 01 year (Min.)

03. GROUP: C(COM)

Polythene Paper, Blue, Size:14' x 18', Thickness:100micron/0.10mm, Qty.1,400 Ea

Delivery Schedule:

Group-A(COM): Within 02 (two) weeks after receiving of Purchase Order.
 Group-B(COM): Within 04 (four) weeks after receiving of Purchase Order.
 Group-C(COM): (i) 700 Ea: In April'2019.
 (ii) 700 Ea: In August'2019.

FOLLOWING ARE THE OTHER TERMS AND CONDITIONS:

01. Bidder shall submit the tender in one sealed envelope individually for each group.

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02. OFFERED SEALED ENVELOPE SHALL CONTAIN THE FOLLOWING:

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- (i) Photocopy of valid manufacturer/authorized distributorship/Manufacturer's authorized Partner certificate (where applicable).
- (ii) Photocopy of valid Trade License of current year.
- (iii) Photocopy of current year Income Tax Return Certificate.
- (iv) Photocopy of Up-to-date (i.e. having 11 digits) valid VAT Registration Certificate or BIN Certificate.
- (v) Photocopy of proprietorship/partnership deed/memorandum of association/certificate of Incorporation.
- (vi) Original letter naming the person authorized to sign on behalf of the Bidder.
- (vii) Original Tender Schedule must be submitted with signature and seal of tenderer in every page along with original copy of schedule purchased money receipt (CR).
- (viii) Delivery schedule must be mentioned in the offer.
- (ix) Value is to be quoted on the basis of supplying items at Local Receive Section, Procurement & Logistics Support Directorate, Admin. Building, Biman, Hazrat Shahjalal International Airport, Dhaka basis.

03. (i) Alternate price offer/sample is not acceptable.

- (ii) Payment terms must be mentioned in the offer. Payment will be made after delivery of goods/items through cheque.
- (iii) Price or rate of each item must be quoted with total price both in word and figure in the offer.
- (iv) If any discount is offered must be shown in the original tender documents or must be supported with the offer.

04. (i) Earnest money (Refundable) for Group-A(COM):Tk.7,000/- (Seven thousand) only, for Group-B(COM):Tk.30,000/- (Thirty thousand) only, for Group-C(COM):Tk.10,000/- (Ten thousand) only in the shape of PO/DD/BG in favour of 'Biman Bangladesh Airlines Ltd.' must be submitted along with the offer from any schedule bank of Bangladesh. Earnest Money shall be refunded to the unsuccessful bidder as convenience of Biman.

(ii) Bidder shall mention the Brand, country of origin/Made in and warranty of the item (where applicable). For Group:B(COM) a brochure/leaflet is also to be submitted along with the tender documents. If it is produced by the same company in different countries, the names of all the countries must be mentioned along with price difference, if any between the country of production.

(iii) For Group:A(COM): 50 sheets (for item no.1) & 50 set (for item no.2) Non-refundable sample of the mentioned item and for Group:C(COM): 02 Ea Non-refundable sample of the mentioned item (as per Biman specification) (all items are as per Biman specification). The items shall be submitted along with the offer with bidder's seal & signature and it shall be ensured that the sample reach before opening of the tender. This is applicable for all tenderers even in the case of manufacturer/distributor/supplier.

05. Any Overwriting/erasing in the tender shall not be accepted unless properly countersigned by the Authorized person of the bidder.

06. Tender in sealed covers shall be received in Local Purchase Section, Procurement & Logistics Support Directorate, Biman, Hazrat Shahjalal International Airport, Dhaka and also in Biman Balaka Bhaban, Security Counter (Ground Floor), Dhaka latest by 1100 Hrs (BST) on 26/02/2019. Offer shall be opened on the same day in the Tender Room, Biman Admin. Building, 1st floor, Procurement & Logistics Support Directorate, Biman, Hazrat Shahjalal International Airport, Dhaka in presence of the representative(s)/Tenderer's (if any) at 1400 Hrs (BST).

07. Any Tender or samples received after aforesaid specified date and time shall not be entertained. Biman will not bear any responsibility for late receipt of Tender or samples due any postal irregularities or otherwise.

08. Offer shall remain valid for 120 (One hundred twenty) days from the date of tender opening.

09. All submitted documents must be numerically serial showing total number of sheets and each sheet must be sealed and signed.

10. Performance Guarantee @10% on total value (Refundable) in the shape of PO/DD/Bank Guarantee to be submitted by the successful bidder within 07 days from the date of receipt of the notice for award of the contract/purchase order, in favour of Biman Bangladesh Airlines Ltd from any schedule bank of Bangladesh for a period of minimum 01 year for Group:A(COM) & C(COM) and for a period of minimum 3½ years for B(COM). For Bank Guarantee it must have validity from the date of issuance of the guarantee till the required period. Earnest Money may be refunded upon receipt of Performance Guarantee. The purchaser reserves the right to encash/forfeits the Performance Guarantee in the event of failure of the supplier to deliver the item or for shipment of improper specification. If the successful bidder fails to submit Performance Guarantee within the stipulated time, his Earnest Money will be forfeited.

11. Only unconditional offer will be accepted.
12. Tender shall be rejected if any of the above terms and conditions are not fulfilled.
13. Supplied items/goods must be accompanied by 02 copies of supplier's challan showing items/goods' description, quantity, packing list etc. addressing to: Manager (Commercial Stores), P & L S Directorate, Biman, HSIA, Dhaka. The inspection and tests shall be conducted at the Local Receive Section, Admin Building, Hazrat Shahjalal Int'l Airport, Dhaka. If items are rejected by the Inspection Committee, rejected items must be replaced within 01 (one) week (L/D charge shall be applicable if delivery schedule exceed) at suppliers risk and expenses.
14. The liquidated damages (L/D charge) will be paid by the supplier at the rate of 02% of the contract value per month or part of a month.
15. Undersigned may be contracted for any clarification during office hours on all working days.
16. Biman Bangladesh Airlines Ltd reserves the right either to increase or decrease the quantities mentioned in the Tender Schedule and to accept or reject any or all Tenders without assigning any reason thereof.

Iqbal Ahmed Ali Za

Deputy General Manager (Procurement)

Phone: 8901268

I/We.....M/s..... owner/
representative hereby declare that I/We have accepted all Terms and Conditions of Tender papers and submitted quotation accordingly.

Signature: -----

Date: -----

Seal: -----

Address: -----

Phone/Mobile:-----

Fax: -----Email: -----