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GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH

Office of the Project Director

Capacity Building and Supporting the implementation of ADB's

Strengthening Governance Management Project

(Component-B: Digital Land Management System)

Department of Land Records and Surveys

28 ShahidTajuddin Ahmad Sarani, Tejgaon, Dhaka-1208

REQUEST FOR QUOTATION

for

(Photocopier)

Invitation of RFQ no. 31.03.2692.015.30.002.16- 09

Date: 30/01/2017

To

1. Flora Limited, IDB Bhaban Shop no.SR-126, Sher-e Bangla Nagar, Dhaka-1207
2. Printer Hospital, 114 BJMC Bhaban, Motijheel C/A, Dhaka-1000.
3. Digital Technology Care, 115-116 Motijheel C/A, Dhaka-1000.
4. PC Dot Tech, 104 Globe Chember, Motijheel C/A, Dhaka-1000.

1. The Project Director, Capacity Building and Supporting the implementation of ADB's Strengthening Governance Management Project(Component-B: Digital Land Management System)Department of Land Records and Surveys, 28 Shahid Tajuddin Ahmad Sarani, Tejgaon, Dhaka-1208 has been allocated public funds and intends to apply a portion of the funds to eligible payments under the Contractor for which this Quotation Document is issued.
2. Detailed Specifications and, Design & Drawings 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 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 or by fax or through electronic mail shall be submitted to the office of the undersigned on or before **08-02-2017 at 2:00 PM**. The envelope containing the Quotation must be clearly marked "Quotation for **Photocopier** and **DO NOT OPEN** before **08-02-2017 at 2.30 PM**. Quotations received later than the time specified herein shall not be accepted.
7. Quotations received by fax or through electronic mail shall be sealed-enveloped by the Procuring Entity duly marked as stated in **Para 7** above and, all Quotations thus received shall be sent to the Evaluation Committee for evaluation, without opening, by the same date of closing the Quotation.
8. The Procuring Entity may extend the deadline for submission of Quotations on justifiably acceptable grounds duly recorded subject to threshold of ten (10) days pursuant to Rule 71 (4) of the Public Procurement Rules, 2008.
9. All Quotations must be valid for a period of at least **30 days** from the closing date of the Quotation.
10. No public opening of Quotations received by the closing date shall be held.
11. Quotationer'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, if the Contract is awarded.

