



টেলিফোন শিল্প সংস্থা লিমিটেড (টেশিস)

ডিজিটাল ডিভাইস উৎপাদন, সংযোজন ও সরবরাহকারী একমাত্র রাষ্ট্রায়ত্ত্ব প্রতিষ্ঠান
ব্যবস্থাপনা পরিচালক এর কার্যালয়, টঙ্গী, গাজীপুর ১৭১০
E-mail: info@tss.com.bd, Website: www.tss.com.bd, Fax: 02-9812700



উন্নত মান ও বিশ্বস্ত সেবার পথিকৃৎ

No: 14.36.0000.034.07.001.20.31

Date: 22.12.2020

To

Subject: In the context of sending a bid proposal for the supply of SKD parts for the assembling of telephone sets.

1. The **TELEPHONE SHILPA SANGSTHA LTD TONGI, GAZIPUR-1710** 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 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 05.01.2021 Time: 12.00 pm. The envelope containing the Quotation must be clearly marked "**Request For Quotation For Supply of Spears Parts for TSS.**" and **DO NOT OPEN** before 05.01.2021. **Time 01.00 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 6** 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 **14 (Fourteen) 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.
12. Rates shall be quoted and, subsequent payments under this Contract shall be made in Taka currency. The price offered by the Quotationer, if accepted shall remain fixed for the duration of the Contract.
13. Quotationer shall have legal capacity to enter into Contract. Quotationer, in support of its qualification shall be required to submit certified photo copies of latest documents related to **valid Trade License, Tax Identification Number (TIN), VAT Registration Number and Financial Solvency Certificate from any scheduled Bank; without which the Quotation may be considered non-responsive.**
14. Quotations shall be evaluated based on information and documents submitted with the Quotations, by the Evaluation Committee and, at least three (3) responsive Quotations will be required to determine the lowest evaluated responsive Quotations for award of the Contract.
15. 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.
16. The supply of Goods at TSS within **30 (Thirty Five) days** and related services shall be completed within **30 (Thirty Five) days** from the date of issuing the Purchase Order.
17. The Procuring Entity reserves the right to reject all the Quotations or annul the procurement proceedings.

Samia
22/12/2020

Name: Samia Iffat
Designation: **Manager (Procurement)**
Date: 22.12.2020
Address: Tongi, Gazipur.
Phone No. 9817895
Fax No. 9812700

Attached: RFQ doc.

Harna

SR

কাজীপুর



**TELEPHONE SHILPA SANGSTHA LTD
TONGI, GAZIPUR-1710.**

**Request for Quotation Document (National)
For Procurement of Goods as-**

In the context of sending a bid proposal for the supply of SKD parts for the assembling of
telephone sets.

RFQ No: 14.36.0000.034.07.001.20.31

Date: 22.12.2020

PG1 (SRFQ)

Hahn

Dr

কবরদিন



Quotation Submission Letter

[Use Letter-head Pad]

RFQ No: 14.36.0000.034.07.001.20. 31

Date: 22.12.2020

To:

Manager (Procurement)
&
Convenor, Purchase Committee
Telephone Shilpa Sangstha Ltd,
Tongi, Gazipur-1710.

I/We, the undersigned, offer to supply in conformity with the Terms and Conditions for Supply of Spears Parts for TSS as- In the context of sending a bid proposal for the supply of spare parts for the addition of telephone sets.

The total Price of my/our Quotation is BDT **[insert amount both in figure and words]**

My/Our Quotation shall remain valid for the period stated in the RFQ Document and it shall remain binding upon us and, may be accepted at any time prior to the expiration of its validity period.

I/We declare that I/we have the legal capacity to enter into a contract with you, and have not been declared ineligible by the Government of Bangladesh on charges of engaging in corrupt, fraudulent, collusive or coercive practices. Furthermore, I/we am/are aware of Para 21(b) of the Terms and Conditions and pledge not to indulge in such practices in competing for or completion of delivery of Goods.

I/We am/are not submitting more than one Quotation in this RFQ process in my/our own name or other name or in different names. I/We understand that the Purchase Order issued by you shall constitute the Contract and will be binding upon me/us.

I/We have examined and have no reservations to the RFQ Document issued by you on **[insert date]**

I/We understand that you reserve the right to reject all the Quotations or annul the procurement proceedings without incurring any liability to me/us.

Signature of Quotationer with Seal
Date:



Price Schedule for the supply of SKD parts for the assembling of telephone sets.

RFQ NO._ 14.36.0000.034.07.001.20.31

Date: 22.12.2020

| Sl no | Item no | Description of Items | Unit of Measurement | Quantity | Unit Rate or Price | | Total Amount | | Destination for Delivery of Goods |
|---------------------------------------------------------------------------------------------------------------------------------------|---------|---------------------------------------------------------------------------------------------------------------|---------------------|----------|--------------------|-----------|--------------|----------|-----------------------------------|
| | | | | | In figure | In words | In figure | In words | |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | |
| 1. | | Panasonic Steno Telephone Set: Model: KX-TS880MX (PA to BOSS Telephone Set) With Module: IKE TC -104 | 25 | Pcs | | | | | TSS, Tongi, Gazipur |
| 2. | | | | | | | | | |
| Total Amount for Supply & Installation of Goods/Fittings (inclusive of VAT and all applicable taxes; see Note 2 below) | | | | | | In figure | | | |
| | | | | | | In words | | | |
| Goods to be supplied to | | | TSS, Tongi, Gazipur | | | | | | |
| Total Amount in Taka (in words) | | | | | | | | | |
| Delivery Time | | | | | | | | | |
| Warranty Provided | | | | | | | | | |

[insert number] number corrections made by me/us have been duly initialed in this Price Schedule. My/Our Offer is valid until dd /mm /yy [insert Quotation Validity date].

| | |
|------------------------------------|-------|
| Signature of Quotationer with Seal | Date: |
| Name of Quotationer | |

Note:

1. Col. 1, 2, 3, 4, 5 and 9 to be filled in by the Procuring Entity and Col.6, 7& 8 by the Quotationer.
2. Rates or Prices shall include profit and overhead and, all kinds of taxes, 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.

Hahn

Dr

স্বাক্ষরিত



Technical Specification of the Goods Required

| Sl no | Item no | Description of Items | Full Technical Specification and Standards | Country of Origin | Make and Model |
|-------|---------|------------------------------------------------------------------------------------------------------------------|--------------------------------------------|-------------------------|-------------------------|
| 1 | 2 | 3 | 4 | 5 | 6 |
| 1. | 1. | Panasonic Steno Telephone Set: Model: KX-TS880MX (PA to BOSS Telephone Set) With Module: IKE TC -104 | Mentioned by the bidder | Mentioned by the bidder | Mentioned by the bidder |
| 2. | 2. | | Mentioned by the bidder | Mentioned by the bidder | Mentioned by the bidder |

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:

- Col. 1, 2, 3 & 4 to be filled in by the Procuring Entity and Col. 5 & 6 by the Quotationer.
- Specifications are to be filled in by the Procuring Entity. A set of precise and clear specifications is a prerequisite 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.
- 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.



টেলিফোন শিল্প সংস্থা লিমিটেড (টেশিস)

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