

Information Technology Division

Ref: ICBIBL/HO/IT/08/2022/

Date: August 24, 2022

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Sub: Request for Quotation (RFQ) for purchasing of Passbook Printer.

Dear Concern,

Please be informed that ICB Islamic Bank Limited intends to purchase a one (01) unit Passbook Printer. For this purpose, you are requested to submit a financial offer along with technical specifications on your letter head pad complying the following Terms & Conditions:

Products: Passbook Printer

Item Description	Unit Price (BDT)	VAT	Unit Price Inclusive VAT	Quantity	Available Quality at your ready stock	Remarks
Passbook Printer					Please Mention	

Terms & Conditions:

1. Delivery & Installation:

- The supplier will deliver & install the products to the Bank's selected location and when required. No additional cost will be paid by the bank for transportation.
- In case of supplying inferior quality/defective goods; any change imposed by ICB Islamic Bank must be entertained.

2. Payment: Payment will be made as per bank policy.

3. Warranty: During the period, the vendor shall repair any kind of defects including replacement of any parts at his own cost or replace the equipment, if necessary.

4. Support Level: The Supplier shall provide an immediate response either by phone, e-mail, or in-person to any of the Purchaser's queries related to support and service.

5. Technical specification: Technical specification is given below in Table 'A' Bidder's response will be filled up by participant companies.

Table 'A': Spec for Passbook Printer

PARTICULARS	REQUIRED SPECIFICATION
Model	Please Mention
Print Method	Serial Impact Matrix
Print Speed (draft)	400cps at 10cpi
Print head	24 pins
Resolution	360 x 360dpi
Print Head Life	400 million characters
Emulation	IBM 4722, IBM Pro Printer XL24E, Epson LQ (ESC P/2), Olivetti PR50/PR2/PR2e
Number of Copies	1 original + 6 copies
Interface	USB, Parallel & Serial
Paper type	Cut sheets, multi-part forms, passbooks with a thickness up to 2.0mm
Paper handling	Cut Sheet: Front with auto align, auto load, auto edge, & gap detections
Warranty	Please Mention
Origin	Please Mention
Delivery Time	Please Mention

6. **Validity of the Rate:** The quoted rate and other terms and conditions should cover at least a period of 01(one) months from the submission date of RFQ.
7. **Paper & Documents:** The supplier has to submit the following paper & documents:
 - a. Valid Registration/ownership document, VAT & TIN certificate, up-to-date Trade License.
 - b. Distributorship or Sole Distributorship certificate (If any).
8. **RFQ PREPARATION:** The participant company must submit the offer in an envelope system and the envelope will contain the full name and address of the participant company. The envelope should be sealed & signed.
9. **RFQ SUBMISSION ADDRESS:** Information Technology Division, ICB Islamic Bank Limited
Head Office: T.K. Bhaban (4th floor), 13 Kazi Nazrul Islam Avenue, Kawran Bazar Dhaka -1215.
Technical Clarification Contact: Md. Ariful Islam, Cell: 01725441512
10. After going through the terms & conditions, please submit the proposal as per the format mentioned above in your company's letterhead pad duly signed by an authorized representative of your company. RFQ documents shall be dropped **in the Tender box on 31st August 2022 before 3:00 PM.** No RFQ shall be entertained after the specified time and date. No RFQ document will be received by mail.
11. The Authority reserves the right to modify the terms and conditions as mentioned above, accept or reject any or all of the proposals or may divide the works amongst the participants without assigning any reason whatsoever.

Thanking You

Head of IT Division
ICB Islamic Bank Limited