

Information Technology Division

Ref: ICBIHL/HO/IT/09/2022/

Date: September 18, 2022

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.....**Sub: Request for Quotation (RFQ) for purchasing of Router.**

Dear Concern,

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

Products: Router

Item Description	Unit Price (BDT)	VAT	Unit Price Inclusive VAT	Quantity	Available Quality at your ready stock	Remarks
Router					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 Router

SL No.	Part Code	Description	Branch RT	Total QTY	Remarks if any
		mention the details of the Cisco 900 series Router or equivalent		01	

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 RFQ document will be received by mail **on 25st September 2022 before 3:00 PM.**

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 Ltd.