



Date: 30.01.2012
Concern all

Req # 792315

Attention : Sales & Marketing

Subject: Price Tender / Quotation for Laptop Computer

Sealed quotations are hereby invited from your firm on your Letter Head Pad, for the following item under the terms and conditions mentioned bellow.

Sl. No	Name & Description of Goods	Qty	Unit Price
01	<u>Laptop Computer</u> Brand : Fujitsu/ Toshiba Model : To be mentioned Processor : Core i7 HDD : Min. 650 GB RAM : 4GB DDR3 LCD Display : 13" to 13.3" Optical Device : DVD writer Connectivity options : Ethernet LAN, 56kbps modem, 802.11a/g, Bluetooth, Integrated Webcam Sound Card : Integrated Battery : 6 Cell Operating System : Licensed Windows 7 Professional Mouse : External Optical Mouse Driver Support : Windows 2000 / XP / Vista Country of Origin : To be mentioned Warranty : 03 Years (Full Replacement Warranty)	01	Unit

Please submit the Quotation on **02.02.2012 by 2.00 p.m. with catalog** in the Box No. 2 (Two) kept at BRAC Procurement Department and to be written on the envelope "**Quotation for Laptop, Requisition No. 792315**"

Following documents are to be submitted with the quotation: (Only applicable for not enlisted suppliers) a) Copy of Trade License. b) Copy of VAT Registration Certificate (c) Up to date copy of Tax payment receipt.
Terms & Conditions:

- Delivery:** Delivery time to be mentioned & delivery should be completed within specific date after issuing confirms Purchase Order at BRAC HO at your own cost. Late delivery at the rate of 0.5% for delay per week or part thereof up to maximum 5% will be deducted as liquidated damage from the bill.
- Performance security:** 5% pay order of the total amount will have to be deposited by successful bidders as Performance security money for one year. (Only applicable for not enlisted suppliers)
- Offer Validity:** Offer validity and other specifications, terms & conditions if any should be mentioned.
- Inspection:** After delivery, inspection will be carried out by BRAC ICT Team.
- Payment:** Supplier must have an current account in BRAC Bank Ltd. Payment will be made after satisfactory delivery, & a notation on the original delivery challan by the recipient (with name, Designation, & date) by transfer of bill amount in suppliers company account through BRAC Bank Ltd. No accounts payee cheque will be issued for payment. Income Tax & VAT will be deducted at source by the Accounts Dept. of BRAC H.O. as per Govt. rule.

BRAC reserves the right to accept or reject any or all tenders without assigning any reason.
For, BRAC

Muhammad Azizur Rahman
Head of Procurement, BRAC

BRAC

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Bangladesh under
The Societies
Registration Act of 1860