



## **BANGLADESH-CHINA POWER COMPANY LIMITED**

**(A Joint Venture of CMC and NWPGL)**

**UTC Building (Level # 5), 8 Panthapath, Kawran Bazar, Dhaka-1215, Bangladesh**  
**Phone No. 9143908, 9140757, Web: [www.bcpcl.org.bd](http://www.bcpcl.org.bd), E-mail: [info@bcpcl.org.bd](mailto:info@bcpcl.org.bd)**

### **REQUEST FOR QUOTATION FOR**

**Procurement of Maintenance service for Several Air Conditioner Units at  
Payra 1320 MW Site**

## **BANGLADESH-CHINA POWER COMPANY LIMITED**

**(A Joint Venture of CMC and NWPGL)**

**UTC Building (Level-05), 8 Panthapath,  
Kawran Bazar, Dhaka-1215, Bangladesh**

**Issued Ref.: BCPCL/Procurement/RFQ/2023-24/0312.01**

**Issued On: March 12, 2024**

**Submission Deadline: March 19, 2024 (before 12:00PM)**





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(A Joint Venture of CMC and NWPGL)

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### REQUEST FOR QUOTATION

for

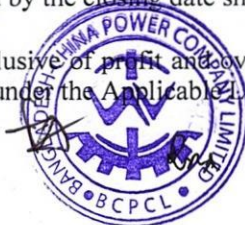
### Procurement of Maintenance service for Several Air Conditioner Units at Payra 1320 MW Site

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To

1. Bangladesh-China Power Company Limited has been allocated 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 for the intended Works and physical services are available in the office of the Procuring Entity for inspection by the potential Quotationers during office hours on all working days.
3. Quotation is being requested on Unit-Rate/Lump-sum basis.
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 execution of the Works (if awarded) respectively.
6. Quotation in a sealed envelope or by fax or through electronic mail on or before 12:00 PM on March 19, 2024. The envelope containing the Quotation must be clearly marked "**Procurement of Maintenance service for Several Air Conditioner Units at Payra 1320 MW Site**" and "**DO NOT OPEN before 12:30 P.M. on March 19, 2024**". 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.
9. Quotation shall be submitted as per Bill of Quantities of Works and physical services.
10. All Quotations must be valid for a period of at least 60 (Sixty) days from the closing date of the Quotation.
11. No public opening of Quotations received by the closing date shall be held.
12. 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.



13. Rates shall be quoted and, subsequent payments under this Contract shall be made in BDT. The price offered by the Quotationer, if accepted shall remain fixed for the duration of the Contract.
14. *Quotationer shall have legal capacity to enter into Contract. Quotationer, in support of its qualification shall be required to submit certified photocopies of latest documents related to valid Trade License, Tax Identification Number (TIN) and VAT Registration Number without which the Quotation may be considered non-responsive.*
15. *Quotationer shall have at least 02 (two) years of experience in the relevant field and shall be required to submit completion certificate of at least one completed project of similar nature.*
16. 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.
17. 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. In case of quotation submitted on Lump-sum basis, if anomalies found between figures and words, the words will prevail. Quotationer shall remain bound to accept the arithmetic corrections made by the Evaluation Committee.
18. The execution of monthly maintenance Works and physical services shall be completed when necessary and notified by the Procuring Entity.
19. Letter inviting the successful Quotationer to sign the Contract shall be issued within 07 days of receipt of approval from the Approving Authority. The Contract shall have to be signed within 03 days of issuing such Letter of Invitation.
20. The Procuring Entity reserves the right to reject all the Quotations or annul the procurement proceedings.

  
12/03/2024

 **Rashed Morshed**  
Superintending Engineer  
Bangladesh-China Power Company Limited  
UTC Building (Level-05), 8 Panthapath, Kawran Bazar,  
Dhaka-1215, Bangladesh.  
e-mail: rashedmorshed@bcpcl.org.bd

**Distribution:**

1. Notice Board.
2. Office File.





## Quotation Submission Letter

**Issued Ref.: BCPCL/Procurement/RFQ/2023-24/0312.01**

**Issued On: March 12,2024**

**Superintending Engineer**

**Bangladesh-China Power Company (Pvt.) Limited**

UTC Building (Level-05), 8 Panthapath, Kawran Bazar,  
Dhaka-1215, Bangladesh.

I/We, the undersigned, offer to execute in conformity with the Conditions of Contract for execution of the Works and physical services named **Procurement of Maintenance service for Several Air Conditioner Units at Payra 1320 MW Site.**

**The total Price of my/our Quotation is BDT**

**In 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 the Conditions of Contract and pledge not to indulge in such practices in competing for or in executing the works.

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 your written invitation to sign the Contract shall become binding upon us, until a formal Contract is signed.

I/We have examined and have no reservations to the RFQ Document issued by you on **March 12,2024.**

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:



## Bill of Quantities

Sl. No	Location of Device	Description of Device	Unit	Qty	Unit Price Including VAT (7.5%) & Tax (03%)	Total Price Including VAT (7.5%) & Tax (03%)
1		2	3	4	5	6
<b>Fixed Part (Part A)</b>						
01	VVIP Guest House	4 Ton Split type non-inverter AC Brand: Carrier	Job	12		
02		2.5 Ton Ducted split type non-inverter AC Brand: Carrier	Job	04		
03	VIP Guest House	2 Ton cassette type non-inverter AC Brand: General	Job	03		
04		2 Ton cassette type non-inverter AC Brand: GREE	Job	03		
05		1.5 Ton split type non-inverter AC Brand: GREE	Job	14		
06	Executive Guest House	2 Ton split type inverter AC Brand: General	Job	33		
07		2.5 Ton cassette type inverter AC Brand: General	Job	15		
08		3 Ton Stand type non-inverter AC Brand: General	Job	02		
09	Inspection Bungalow	5 Ton Split Type non-inverter AC Brand: DAIKIN	Job	01		
10		3 Ton Split Type non-inverter AC Brand: GREE	Job	04		
11		1.5 Ton Split Type non-inverter AC Brand: GREE	Job	10		
12	Officers Dormitory- 01,02,03	1.5 Ton Split Type inverter AC Brand: General.	Job	77		
13	Officers Dormitory (Old)	2 Ton Split Type non-inverter AC Brand: GREE	Job	04		
14	Main Gate & Display Board	2 Ton Split Type non-inverter AC Brand: Media	Job	04		
15	New Water Treatment Plant	1.5 Ton Split Type non-inverter AC Brand: Media	Job	06		
<b>Sub-total (Part A)</b>						



Sl. No	Location of Device	Description of Device	Unit	Qty	Unit Price Including VAT (7.5%) & Tax (03%)	Total Price Including VAT (7.5%) & Tax (03%)
1		2	3	4	5	6
Reimbursable Part (Part B)						
16	Spares for maintenance (Amount may increase in quantity as per actual requirement) (Payment will be made as per actual usage)	Refrigerant (R22 gas)	Cylinder (13.6 kg)	4		
17		Refrigerant (R410 gas)	Cylinder (13.6 kg)	10		
Sub-total Part B						
Total Price including VAT & IT (Part A + Part B)						

Total Price (in words)	
Works to be executed in & Mode of Transport	The work shall be executed in Payra 1320 MW Thermal Power Plant located in Dhankhali, Kalapara, Patuakhali. Transport, Fooding and other logistics must be arranged by the contractor.

[.....] number corrections made by me/us have been duly initialed in this BoQ.

Signature of the Quotationer with Seal	Date:
Name of the Quotationer	

**Note:**

- Col. 1, 2, 3 & 4 to be filled in by the Procuring Entity and Col. 5, & 6 by the Quotationer.
- 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.





**Technical Specification for Maintenance of Several Air Conditioner Units at**  
**Payra 1320 MW Site**  
**Check List/Scope of Service**

Sl. No.	Technical Specification /Scope of Service
01.	Outdoor Unit Servicing (Fan check, cleaning, power status checking, compressor health checking, gas pressure status check & necessary rectification etc.)
02.	Indoor Unit Checking (Filter cleaning, PCB checking, Sensor checking, Power circuit status check etc)
03.	Power Supply Status Checking/rectification work.
04.	Piping Status check, leakage check (rectification work (if necessary))
05.	Testing & Commissioning.
06.	Any other service needed in order to make the Air Conditioner Units Functional.



## Invitation for signing Contract

**Issued Ref.: BCPCL/Procurement/RFQ/2023-24/0312.01**

**Issued On: March 12,2024**

*Name Address of the contractor*

This is to notify you that your **Quotation** dated **March .....,2024** for the execution of the Works and physical services named **Procurement of Maintenance service for Several Air Conditioner Units at Payra 1320 MW Site** for the Contract Price of **BDT** only including VAT & IT as corrected, has been approved by the competent authority.

You are thus requested to attend the office of the undersigned to sign the Contract within 3 **(three)** days of issuing this Letter of Invitation; but in no case later than **March .....,2024**.

You may proceed with the execution of the Works only upon signing the Contract. You may also please note that this invitation shall constitute the formation of this Contract which shall become binding upon you.

We attach the draft Contract and all other documents for your perusal.

(Rashed Morshed)  
Superintending Engineer  
Bangladesh-China Power Company Limited  
Level# 05, UTC Building, 8 Panthapath, Kawran Bazar,  
Dhaka-1215.





# Contract Agreement

THIS AGREEMENT made on this [insert day] day of [insert month and year] between [name and address of Procuring Entity] (hereinafter called "the Procuring Entity") of the one part and [name and address of Contractor] (hereinafter called "the Contractor") of the other part:

WHEREAS the Procuring Entity invited Quotation for certain Works and physical services named **Procurement of Maintenance service for Several Air Conditioner Units at Payra 1320 MW Site** and has accepted the Quotation submitted by the Quotationer for the execution of those works in the sum of Taka [insert Contract price in figures and in words] (hereinafter called "the Contract Price").

NOW THIS AGREEMENT WITNESSED AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the General Conditions of Contract hereinafter referred to.
2. The documents forming the Contract shall be interpreted in the following order of priority:
  - (a) the signed Contract Agreement
  - (b) the Letter of Invitation
  - (c) the Conditions of Contract
  - (d) the Specifications
  - (e) the Design and Drawings
  - (f) the priced Bill of Quantities
  - (g) any other document listed anywhere in the Contract.
3. In consideration of the payments to be made by the Procuring Entity to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the Procuring Entity to execute and complete the works and to remedy any defects therein in conformity in all respects with the provisions of the Contract.
4. The Procuring Entity hereby covenants to pay the Contractor in consideration of the execution and completion of the works and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of Bangladesh on the day, month and year first written above.

**For the Purchaser**

**For the Contractor**

Signature

Name

Designation

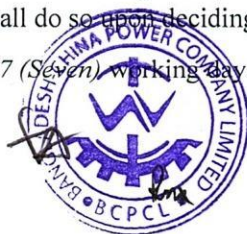
In the presence of

Name



**Conditions of Contract**  
**for**  
**Procurement of Maintenance service for Several Air Conditioner Units at**  
**Payra 1320 MW Site**

1. Conditions of Contract contained herein shall be binding upon both the contracting parties for the purpose of administration and management of this Contract.
2. Implementation and interpretation of these Conditions of Contract shall, in general, be under the Rules & Regulations of BCPCL.
3. The Firm shall have to commence the Service within 05(five) days of signing of the Contract Agreement.
4. The firm shall complete the assignment in all respect within 14 (fourteen) days from the starting of the assignment.
5. The Firm shall immediately submit to the Procuring Entity a Programme of service showing the timing for all the activities and components of Service.
6. The Firm shall maintain Pro Rata progress of the Service. Progress shall be determined in terms of the value of the works executed.
7. The Firm shall be entitled to an extension of the service schedule if the Procuring Entity delays in receiving the services or if Force Majeure situation occurs or for any other reasons acceptable to the Procuring Entity on justifiable grounds duly recorded.
8. The Procuring Entity shall check and verify the work executed by the Firm and notify the Firm of any Defects found.
9. Notwithstanding any testing and examination, the Procuring Entity by visual inspection or field tests may instruct the Firm to:
  - a. remove and replace any work or part thereof which is not in accordance with the Contract,
  - b. remove and re-execute any other service or part thereof which is not in accordance with the Contract, and
  - c. execute any service which is urgently required for the safety of the project.
10. The Firm shall be entirely responsible for payment of all taxes, duties, fees, and such other levies under the Applicable Law.
11. Notwithstanding any other practice, the payment shall be based on the actual delivery of service on the basis of the quantity of each item of service in accordance with the BoQ. 100% of the Contract price of the Goods and related services shall be paid after submission and acceptance of the said service.
12. Payment shall be cleared within 15 working days of the successful completion of the project and duly accepted by BCPCL.
13. The Firm'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.
14. The total Contract Price is **BDT [insert amount both in number and words] only**.
15. No works under Extra Work Orders shall be permissible and, works under Variation Orders (except in case of Lump-sum basis) shall under no circumstances exceed fifteen (15) percent of the Contract Price subject to threshold specified in the Procurement Procedures and Delegation of Financial Power-2019 of Bangladesh China Power Company (Pvt.) Limited.
16. The Procuring Entity contracting shall amend the Contract incorporating required approved changes subsequently introduced to the original Conditions of Contract in line with Rules, where necessary.
17. The Firm shall apply by notice to the Procuring Entity for issuing a Completion Certificate of the Service, and the Procuring Entity shall do so upon deciding that the work is completed.
18. The Procuring Entity shall, within 07 (Seven) working days after receiving the Firm's application:





- a) issue the Completion Certificate to the Firm stating that the Services were completed in accordance with the Contract, or
  - b) reject the application, giving reasons and specifying the works required to be done/redone by the Firm to enable issuance of the Completion Certificate.
19. The Firm shall keep the Procurement Entity harmless and indemnify from any claim, loss of property or life to himself/herself, his/her workmen or staff, any staff of the Procurement Entity or any third party while executing the work. Any claim arising out of execution of the works shall be settled by the Firm at his/her own cost and responsibility.
  20. The Contractor shall make reasonable provisions for the occupational safety and health of himself/herself, his/her workmen or staff, any staff of the Procurement Entity or any third party while delivering the physical services.
  21. Defect liability period of the service shall be 06 (six) months from the date of completion of the service and duly accepted by BCPCL.
  22. Loss or damage to the Works or Materials to be incorporated in the Works between the Start Date and the end of the Defects Liability Period shall be remedied by the Firm at the Firm's own cost, if the loss or damage arises from the Firm's acts or omissions.
  23. The Procuring Entity may, by written Notice sent to the Firm, terminate the Contract in whole or in part at any time, if the Firm:
    - a) fails to sign the Contract or commence the Service within the specified time.
    - b) fails to achieve satisfactory progress of Service in accordance with the Programme of Service.
    - c) fails to complete the services as per Terms of References.
    - d) after receipt of a written notice from the Procuring Entity does not remedy its failure within the time period specified therein.
    - e) in the judgement of the Procuring Entity, has engaged in any corrupt, fraudulent, collusive or coercive practices in competing for or in executing the service.
    - f) fails to perform any other obligation(s) under the Contract.
  24. The Procuring Entity and the Firm shall use their best efforts to settle amicably all possible disputes arising out of or in connection with this Contract or its interpretation.

