

REQUEST FOR QUOTATION FOR

Procurement of Stationery Items for Operation & Maintenance Contractor at Payra 1320MW TPP (Phase-I) under BCPCL

BANGLADESH-CHINA POWER COMPANY LIMITED (A Joint Venture of CMC and NWPGCL)
UTC Building (Level-05), 8 Panthapath,
Kawran Bazar, Dhaka-1215, Bangladesh

Issued Ref.: BCPCL/Procurement/RFQ/2024-25/1031.02

Issued On: October 31, 2024

Date of Submission: November 07, 2024





BANGLADESH-CHINA POWER COMPANY LIMITED

(A Joint Venture of CMC and NWPGCL)

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

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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 goods and related 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 shall be prepared and submitted using the 'RFQ 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 on or before November 07, 2024, 12:00 PM. The envelope containing the Quotation must be clearly marked "Procurement of Stationery Items for Operation & Maintenance Contractor at Payra 1320MW TPP (Phase-I) under BCPCL" and "DO NOT OPEN before November 07, 2024, 12:30 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.
- 9. All Quotations must be valid for a period of at least 60 (Sixty) 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 BDT. 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 photocopies of latest documents related to valid Trade License, Tax Identification Number (TIN), VAT Registration Number and Bank Solvency Certificate 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. 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.
- 16. The supply of Goods and related services shall be completed within 21 days from the date of issuing the Purchase Order.
- 17. The Purchase Order that constitutes the Contract binding upon the Supplier and the Procuring Entity shall be issued within 2 days of receipt of approval from the Approving Authority.
- 18. The Procuring Entity reserves the right to reject all the Quotations or annul the procurement proceedings.

31/10/2019

Rashed Morshed

Superintending Engineer (Procurement) 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/2024-25/1031.02

Issued On: October 31, 2024

Superintending Engineer (Procurement)
Bangladesh-China Power Company 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 Stationery Items for Operation & Maintenance Contractor at Payra 1320MW TPP (Phase-I) under BCPCL

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 Para 17(b) of the Terms and Conditions 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 October 31, 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:

Price Schedule for Goods and Related Services

| Sl. No. | Description of Item | Unit | Qty | Unit Price Including Tax & VAT (BDT) | Total Price Including Tax & VAT (BDT) |
|------------|---|------|-----|--|---|
| 01 | 02 | 03 | 04 | 05 | 06= 05x04 |
| 1 | A4 Color Printing Paper Product Size 210mm X 297mm Page Color White Page Type Plain Paper GSM 70 Quantity 100 Sheets Cover GSM Laminated Print | Bag | 10 | | |
| 2 | A3 printing paper Brand: Bashundhara or Equivalent GSM: 80 Basic Raw Material: Virgin Pulp Size: 11.75" X 16.50" Quantity: 500 Sheets Master Carton: 5 Reams/Box | Rim | 20 | | |
| 3 | A4 printing paper Brand: Bashundhara or Equivalent Product Size 210mm X 297mm Page Color White Page Type Plain Quantity 500 Sheets Paper GSM 80 Cover GSM Laminated Print | Rim | 160 | | |
| 4 | Binder Clips (15mm) Color: Black Size: 15mm Material: Metal Packaging: Paper Box Premium Quality | Pcs | 300 | | |
| 5 | Binder Clips (20mm) Color: Black Size: 20mm Material: Metal Packaging: Paper Box Premium Quality | Pcs | 300 | | |
| 6 | Binder Clips (25mm) Color: Black Size: 25mm Material: Metal Packaging: Paper Box Premium Quality | Pcs | 300 | | |
| 7 | Binder Clips (30mm) Color: Black Size: 30mm Material: Metal Packaging: Paper Box Premium Quality | Pcs | 200 | | |
| 8 | Binder Clips (50mm) Color: Black Size: 50mm Material: Metal | Pcs | 100 | | |

| Sl. No. | Description of Item | Unit | Qty | Unit Price Including Tax & VAT (BDT) | Total Price Including Tax & VAT (BDT) |
|------------|---|------|-----|--|---|
| | Packaging: Paper Box Premium Quality | | | G (111 (DD1) | w viti (bb1) |
| 9 | Calculator Product: Calculator Brand: Deli or Equivalent Model: M19810 Preferable Color: Silver Quantity: 1pc Size: 153.5×120.4×29.8MM Material: Metal Digits: 12digits Power: Dual power Extra Functions: Check function Other Spec.: GT, Auto power off Country of origin: China | Pcs | 5 | | |
| 10 | Notebook Material: 80 gsm paper (minimum) Pages: 160 pages (80Sheets) Size-20.06cm * 13.7cm/ (7.9"*5.4") Cover: Artificial PU Leather | Pcs | 200 | | |
| 11 | Notebook Daily Journal Dotted Black Notebook with Elastic Band Describe of notebook Material: 110 gsm Uncoated Cartridge paper Dot print. Pages: 144 pages, 72 leaves. Size- 5.5 in x H- 8.5 in. Cover: Imported 350 gsm original Kraft virgin board rugged finished and round cutting with 120gsm kraft Top and Black Page | Pcs | 100 | | |
| 12 | Battery 1.5V, AA Alkaline | Pcs | 240 | | |
| 13 | Battery 1.5V, AAA Alkaline | Pcs | 120 | | |
| 14 | Battery 1.5V, D Size, Sunlight or Equivalent | Pcs | 48 | | |
| 15 | Battery 9V, Alkaline | Pcs | 96 | | |
| 16 | Battery Button Cell CR2032 3V lithium Coin Battery | PCS | 20 | | |
| 17 | Weight Scale High precision strain gauge sensor LCD Display Size: 75x30mm (approx.) Capacity: 100kg (Minimum) Power (Included): 2x1.5V AAA Lithium Battery 6 mm Tempered Glass | set | 2 | | |
| 18 | Telephone recharge card; Grameenphone 1000TK/card | Pcs | 100 | | |
| 19 | Paper Clip 100Pcs/box | box | 50 | | |



| Sl. No. | Description of Item | Unit | Qty | Unit Price Including Tax & VAT (BDT) | Total Price Including Tax & VAT (BDT) |
|------------|--|------|------|--|---|
| 20 | Scissor Product Type: Scissor Brand: Deli or Equivalent Blade MM: 180mm Blade Size: 7inch. Quantity: 1Pcs Color: Black & Red Polished Stainless-Steel Blade Best Quality Product Made in China | Pcs | 10 | | |
| 21 | Keyboards Logitech K120 Usb Keyboard with Bangla Black or Equivalent | Pcs | 10 | | |
| 22 | Mouse A4TECH G3-200N V-TRACK Wireless Mouse or Equivalent Model: G3-200N or Equivalent Resolution: 1000 dpi Air Interface: 2.4 GHz Radius: 10 m | Pcs | 10 | | |
| 23 | Glue Stick Rotary Glue Stick Non-Toxic Non-Messy, convenient to use glue stick Ideal for Paper-to-Paper bonding Leaves no stain Size: 15gm | PCS | 20 | | |
| 24 | Self-Adhesive Lavel Sticker (3.2X1.1cm) | Bag | 10 | | |
| 25 | Anti Cutter Size: 140×21×15.8mm (cutter) Material: ABS + carbon tool steel + cold rolled 'steel plate Automatic lock system Country of origin: China | Pcs | 30 | | |
| 26 | Anti Cutter Blade Quantity: 10Pcs/box Material: Carbon tool steel Size: Adjustable to Anti cutter (item no. 41) | box | 20 | | |
| 27 | Rag (Cleaning Cloth) Length & Width: More than 50cm Material: Cotton or Microfiber | Pcs | 100 | | |
| 28 | Ball Point Pen Black color | Pcs | 1000 | | |
| 29 | Pencil 2B, Faber Castell preferable | Pcs | 100 | | |
| 30 | Marker Pen; (Black) Smooth writing Aluminum Barrel Instant drying | Pcs | 100 | | |
| 31 | Marker Pen; (red) Smooth writing Aluminum Barrel Instant drying | Pcs | 100 | | |

| | | | Unit Price | Total Price |
|--|--|--|--|---|
| Description of Item | Unit | Qty | Including Tax | Including Tax |
| | | | & VAT (BDT) | & VAT (BDT) |
| Key Features Model: Havit HV-MP839 or Equivalent Size: 250x210x2mm Anti-slip rubber base Ergonomic Design | Pcs | 10 | | |
| Laminating Pouch Film; A4 Laminating Pouch Film Material: Anti-Static Material Quantity: 1 Box = 100 Sheets. Thickness: 200 = (2x100) Micron Top of Form Bottom of Form | box | 10 | | |
| Laminating Pouch Film; A3 Laminating Pouch Film Material: Anti-Static Material Quantity: 1 Box = 100 Sheets. Thickness: 200 = (2x100) Micron | box | 20 | | |
| Scotch Tape 2cm | Pcs | 30 | | |
| Scotch Tape 5cm | Pcs | 50 | | |
| Toner Cartridge; 335X/W1335x for HP LaserJet MFP M438n Brand: HP or Equivalent | Pcs | 5 | | |
| Toner Cartridge 57A/CF257A for HP LaserJet MFP M438n | Pcs | 5 | | |
| Toner Cartridge; HP 76A/CF276A | set | 4 | | |
| Toner Cartridge; HP LaserJet M404n Brand: HP or Equivalent | Pcs | 5 | | |
| Bashundhara Hand Towel Tissue Paper - 250 | Box | 100 | | |
| Toilet Tissue; 12 Pcs/Bag Bashundhara Toilet Tissue Regular White | Bag | 60 | | |
| Multi-Plug (3 Pin Socket) Click or Equivalent Safe Multi Plug 3 Pin multiplug Socket 5 Port 5 Meter Cable 2 pin Plug 5SKT 2P 5Y power extension cord Brand: Click Internal copper bar connection Rated Voltage-100-250VAC 50/60Hz Rated Current-10A max. Power Indicator-LED Loading of switch-1500W | Pes | 20 | | |
| | Mouse Pad Key Features Model: Havit HV-MP839 or Equivalent Size: 250x210x2mm Anti-slip rubber base Ergonomic Design Material: rubber bottom + cloth Laminating Pouch Film; A4 Laminating Pouch Film Material: Anti-Static Material Quantity: 1 Box = 100 Sheets. Thickness: 200 = (2x100) Micron Top of Form Bottom of Form Laminating Pouch Film; A3 Laminating Pouch Film Material: Anti-Static Material Quantity: 1 Box = 100 Sheets. Thickness: 200 = (2x100) Micron Scotch Tape 2cm Scotch Tape 2cm Scotch Tape 5cm Toner Cartridge; 335X/W1335x for HP LaserJet MFP M438n Brand: HP or Equivalent Toner Cartridge 57A/CF257A for HP LaserJet MFP M438n Brand: HP or Equivalent Toner Cartridge; HP 76A/CF276A Toner Cartridge; HP DaserJet M404n Brand: HP or Equivalent Hand Towel Tissue Paper Bashundhara Hand Towel Tissue Paper - 250 Pcs x 1 Ply Toilet Tissue; 12 Pcs/Bag Bashundhara Toilet Tissue Regular White Multi-Plug (3 Pin Socket) Click or Equivalent Safe Multi Plug 3 Pin multiplug Socket 5 Port 5 Meter Cable 2 pin Plug 5SKT 2P 5Y power extension cord Brand: Click Internal copper bar connection Rated Voltage-100-250VAC 50/60Hz Rated Current-10A max. Power Indicator-LED | Mouse Pad Key Features Model: Havit HV-MP839 or Equivalent Size: 250x210x2mm Anti-slip rubber base Ergonomic Design Material: rubber bottom + cloth Laminating Pouch Film; A4 Laminating Pouch Film Material: Anti-Static Material Quantity: 1 Box = 100 Sheets. Thickness: 200 = (2x100) Micron Top of Form Bottom of Form Laminating Pouch Film; A3 Laminating Pouch Film Material: Anti-Static Material Quantity: 1 Box = 100 Sheets. Thickness: 200 = (2x100) Micron Scotch Tape 2cm Pcs Scotch Tape 5cm Pcs Toner Cartridge; 335X/W1335x for HP LaserJet MFP M438n Brand: HP or Equivalent Toner Cartridge 57A/CF257A for HP LaserJet MFP M438n Brand: HP or Equivalent Toner Cartridge; HP 76A/CF276A Toner Cartridge; HP LaserJet M404n Brand: HP or Equivalent Hand Towel Tissue Paper Bashundhara Hand Towel Tissue Paper - 250 Pcs x 1 Ply Toilet Tissue; 12 Pcs/Bag Bashundhara Toilet Tissue Regular White Multi-Plug (3 Pin Socket) Click or Equivalent Safe Multi Plug 3 Pin multiplug Socket 5 Port 5 Meter Cable 2 pin Plug 5SKT 2P 5 y power extension cord Brand: Click Internal copper bar connection Rated Voltage-100-250VAC 50/60Hz Rated Current-10A max. Power Indicator-LED | Mouse Pad Key Features Model: Havit HV-MP839 or Equivalent Size: 250x210x2mm Anti-slip rubber base Ergonomic Design Material: rubber bottom + cloth Laminating Pouch Film; A4 Laminating Pouch Film; Material: Anti-Static Material Quantity: 1 Box = 100 Sheets. Thickness: 200 = (2x100) Micron Top of Form Bottom of Form Laminating Pouch Film; A3 Laminating Pouch Film; A3 Laminating Pouch Film; A3 Laminating Pouch Film; A3 Laminating Pouch Film Material: Anti-Static Material Quantity: 1 Box = 100 Sheets. Thickness: 200 = (2x100) Micron Scotch Tape 2cm Pcs 30 Scotch Tape 2cm Pcs 50 Toner Cartridge; 335X/W1335x Brand: HP or Equivalent Toner Cartridge 57A/CF257A For HP LaserJet MFP M438n Brand: HP or Equivalent Toner Cartridge; HP 76A/CF276A Toner Cartridge; HP LaserJet M404n Brand: HP or Equivalent Hand Towel Tissue Paper Bashundhara Hand Towel Tissue Paper - 250 Pcs x 1 Ply Toilet Tissue; 12 Pcs/Bag Bashundhara Toilet Tissue Regular White Multi-Plug (3 Pin Socket) Click or Equivalent Safe Multi Plug 3 Pin multiplug Socket 5 Port 5 Meter Cable 2 pin Plug 5SKT 2P 5Y power extension cord Rated Voltage-100-250VAC 50/60Hz Rated Current-10A max. Power Indicator-LED | Mouse Pad Key Features Model: Havit HV-MP839 or Equivalent Size: 250x210x2mm Anti-slip rubber base Ergonomic Design Material: rubber bottom + cloth Laminating Pouch Film; A4 Laminating Pouch Film Material: Quantity: 1 Box = 100 Sheets. Thickness: 200 = (2x100) Micron Top of Form Bottom of Form Laminating Pouch Film; A3 Laminating Pouch Film; A3 Laminating Pouch Film; Material: Anti-Static Material Quantity: 1 Box = 100 Sheets. Thickness: 200 = (2x100) Micron Top of Form Bottom of Form Socotch Tape Socotch Tape Socotch Thickness: 200 = (2x100) Micron Socotch Tape Socotch Toner Cartridge; 335.X/W1335x For HP LaserJet MFP M438n Brand: HP or Equivalent Toner Cartridge; Toner Cartridge; HP LaserJet MFP M438n Brand: HP or Equivalent Toner Cartridge; HP ToA/CF25AA Toner Cartridge; HP Toen Cartridge; HP LaserJet M404n Brand: HP or Equivalent Hand Towel Tissue Paper Bashundhara Hand Towel Tissue Paper - 250 Box 100 Multi-Plug (3 Pin Socket) Click or Equivalent Safe Multi Plug 3 Pin multiplug Socket 5 Port 5 Meter Cable 2 pin Plug SSKT 2P 5Y power extension cord Brand: Click Internal copper bar connection Rated Voltage-100-250VAC 50/60Hz Rated Current-10A max. Power Indicator-LED |

| Sl. No. | Description of Item | Unit | Qty | Unit Price Including Tax & VAT (BDT) | Total Price Including Tax & VAT (BDT) |
|------------|---|--|-----|--|---|
| | Cable Length-5Yards | ELECTION OF THE PARTY OF THE PA | | | |
| 44 | Laminating Paper for ID Card Size: 67mm*95mm | Pcs | 200 | | |
| 45 | Hard disk SSD Samsung T7 1TB USB 3.2 Type-C Portable SSD (Blue) | Pcs | 2 | 111 31 | |
| 46 | Router (TP-Link AX3600 EAP660HD Preferable) Key Features • Model: EAP660 HD • AX3600 Speed (1148Mbps +2402Mbps) • Supports IEEE802.3at PoE • Multi-site Management • Zero-Touch Provisioning | set | 2 | | |
| | Total Cost Including Tax & V | AT (BDT | ') | | |

| Total Price Including VAT & IT (in words) | |
|---|--|
| Goods to be supplied to | Payra 1320MW TPP, Dhankhali, Kalapara, Patuakhali, Barishal. |
| Delivery Offered | 21 days from the date of issuing purchase order |

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

| Signature of the Quotationer with Seal | Date: | 1914 |
|--|-------|------|
| | | |
| Name of the Quotationer | | |

- 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





Technical Specification of the Goods Required

Issued Ref.: BCPCL/Procurement/RFQ/2024-25/1031.02 Issued On: October 31, 2024

| Sl. | Technical Specification and Standards for | TING 보다 있다는데 그는 항상 없이 있다. 이렇게 이 것으로 보다 보다 있다면 생각을 받아 보다 있다. 특별 경영 경영 경영 경영 경영 경영 등이 되었다. |
|-----|--|---|
| No. | required goods and related services | and Standards offered by the Quotationer |
| 1 | A4 Color Printing Poper | 3 |
| | A4 Color Printing Paper Product Size 210mm X 297mm | |
| | Page Color White | |
| 01. | Page Type Plain | |
| 01. | Paper GSM 70 | |
| | Quantity 100 Sheets | |
| | Cover GSM Laminated Print | |
| | A3 printing paper | |
| | Brand: Bashundhara or Equivalent | |
| | GSM: 80 | |
| 02. | Basic Raw Material: Virgin Pulp | |
| | Size: 11.75" X 16.50" | |
| | Quantity: 500 Sheets | |
| | Master Carton: 5 Reams/Box | |
| | A4 printing paper | |
| | Brand: Bashundhara or Equivalent | |
| | Product Size 210mm X 297mm | |
| 03. | Page Color White | |
| | Page Type Plain | |
| | Quantity 500 Sheets Paper GSM 80 | |
| | Paper GSM 80 Cover GSM Laminated Print | |
| | Binder Clips (15mm) | |
| | Color: Black | |
| | Size: 15mm | |
| 04. | Material: Metal | |
| | Packaging: Paper Box | |
| | Premium Quality | |
| | Binder Clips (20mm) | |
| | Color: Black | |
| 05. | Size: 20mm | |
| | Material: Metal | |
| | Packaging: Paper Box | |
| | Premium Quality | 5.4W(5) \$\cdot \cdot \cd |
| | Binder Clips (25mm) Color: Black | |
| | Size: 25mm | |
| 06. | Material: Metal | V/V AS |
| | Packaging: Paper Box | |
| | Premium Quality | |
| | Binder Clips (30mm) | |
| | Color: Black | |
| 07. | Size: 30mm | |
| 07. | Material: Metal | |
| | Packaging: Paper Box | |
| | Premium Quality | |
| 08. | Binder Clips (50mm) | |
| | Color: Black | POWER |

| Sl. No. | Technical Specification and Standards for required goods and related services | Full Technical Specification and Standards offered by the Quotationer |
|------------|---|---|
| 1 | 2 | 3 |
| | Size: 50mm | |
| | Material: Metal | |
| | Packaging: Paper Box | |
| | Premium Quality | |
| | Calculator | |
| | Product: Calculator | |
| | Brand: Deli or Equivalent Model: M19810 Preferable | |
| | Color: Silver | |
| | Quantity: 1pc | |
| 09. | Size: 153.5×120.4×29.8MM | |
| | Material: Metal | |
| | Digits: 12digits | |
| | Power: Dual power | |
| | Extra Functions: Check function | |
| | Other Spec.: GT, Auto power off | |
| | Country of origin: China | |
| | Notebook Material: 80 gsm paper (minimum) | |
| 10. | Pages: 160 pages (80Sheets) | |
| 10. | Size-20.06cm * 13.7cm/ (7.9"*5.4") | |
| | Cover: Artificial PU Leather | |
| | Notebook | |
| | Daily Journal Dotted Black Notebook with Elastic | |
| | Band Describe of notebook | |
| | Material: 110 gsm Uncoated Cartridge paper Dot | |
| 11. | print. | |
| 11. | Pages: 144 pages, 72 leaves. | |
| | Size- 5.5 in x H- 8.5 in. | |
| | Cover: Imported 350 gsm original Kraft virgin board | |
| | rugged finished and round cutting with 120gsm kraft | |
| | Top and Black Page | |
| 12. | Battery 1.5V, AA Alkaline | |
| | Battery | |
| 13. | 1.5V, AAA Alkaline | |
| | Battery | |
| 14. | 1.5V, D Size, Sunlight or Equivalent | |
| 1.5 | Battery | |
| 15. | 9V, Alkaline | |
| 16. | Battery | |
| 10. | Button Cell CR2032 3V lithium Coin Battery | |
| | Weight Scale | |
| | High precision strain gauge sensor | |
| 17. | LCD Display Size: 75x30mm (approx.) | |
| | Capacity: 100kg (Minimum) | |
| | Power (Included): 2x1.5V AAA Lithium Battery | |
| | 6 mm Tempered Glass | |
| 18. | Telephone recharge card; | |
| 7-2-1 | Grameenphone 1000TK/card | |
| 19. | Paper Clip 100Pcs/box | |
| | Scissor | |
| 20. | 0010001 | |

| Sl. No. | Technical Specification and Standards for required goods and related services | Full Technical Specification and Standards offered by the Quotationer |
|---------------|---|---|
| 1 1 1 1 1 1 1 | Brand: Deli or Equivalent | 3 |
| | Blade MM: 180mm | |
| | Blade Size: 7inch. | |
| | Quantity: 1Pcs | |
| | Color: Black & Red | |
| | Polished Stainless-Steel Blade | |
| | Best Quality Product | |
| | Made in China | |
| | Keyboards | |
| 21. | Logitech K120 Usb Keyboard with Bangla Black or | |
| | Equivalent | |
| | Mouse | |
| | A4TECH G3-200N V-TRACK Wireless Mouse or | |
| | Equivalent | |
| 22. | Model: G3-200N or Equivalent | |
| | Resolution: 1000 dpi | |
| | Air Interface: 2.4 GHz | |
| | Radius: 10 m Glue Stick | |
| | Rotary Glue Stick | |
| | Non-Toxic | |
| 23. | Non-Messy, convenient to use glue stick | |
| 23. | Ideal for Paper-to-Paper bonding | |
| | Leaves no stain | |
| | Size: 15gm | |
| 24. | Self-Adhesive Lavel Sticker (3.2X1.1cm) | |
| | Anti Cutter | |
| | Size: 140×21×15.8mm (cutter) | |
| 25. | Material: ABS + carbon tool steel + cold rolled steel | |
| | plate; Automatic lock system | |
| | Country of origin: China | |
| | Anti Cutter Blade | |
| 26. | Quantity: 10Pcs/box; Material: Carbon tool steel | |
| | Size: Adjustable to Anti cutter (item no. 41) | |
| _ | Rag (Cleaning Cloth) | |
| 27. | Length & Width: More than 50cm | |
| | Material: Cotton or Microfiber | |
| 28. | Ball Point Pen | |
| | Black color Pencil | |
| 29. | 2B, Faber Castell preferable | |
| | Marker Pen; (Black) | |
| 30. | Smooth writing, Aluminum Barrel, Instant drying | |
| | Marker Pen; (red) | |
| 31. | Smooth writing, Aluminum Barrel, Instant drying | |
| | Mouse Pad | |
| | Key Features | |
| 32. | Model: Havit HV-MP839 or Equivalent | |
| | Size: 250x210x2mm; Anti-slip rubber base | |
| | Ergonomic Design; Material: rubber bottom + cloth | |
| | Laminating Pouch Film; | |
| 33. | A4 Laminating Pouch Film | |
| | Material: Anti-Static Material | |

| | and Standards offered by the Quotationer |
|---|---|
| Quantity: 1 Box = 100 Sheets. Thickness: 200 = (2x100) Micron Top of Form | |
| Bottom of Form | |
| A3 Laminating Pouch Film Material: Anti-Static Material Quantity: 1 Box = 100 Sheets. | |
| | |
| | |
| Toner Cartridge; 335X/W1335x for HP LaserJet MFP M438n | |
| Toner Cartridge 57A/CF257A for HP LaserJet MFP M438n | |
| Toner Cartridge; HP 76A/CF276A | |
| Toner Cartridge; HP LaserJet M404n | |
| Hand Towel Tissue Paper Bashundhara Hand Towel Tissue Paper - 250 Pcs x 1 Ply or Equivalent | |
| Toilet Tissue; 12 Pcs/Bag; Bashundhara Toilet Tissue Regular White or Equivalent | |
| Multi-Plug (3 Pin Socket) Click or Equivalent Safe Multi Plug 3 Pin multiplug Socket 5 Port 5 Meter Cable 2 pin Plug 5SKT 2P 5Y power extension cord, Brand: Click or Equivalent Internal copper bar connection Rated Voltage-100-250VAC 50/60Hz Rated Current-10A max. Power Indicator-LED Loading of switch-1500W Cable Length-5Yards | |
| Laminating Paper for ID Card Size: 67mm*95mm | |
| Hard disk SSD Samsung T7 1TB USB 3.2 Type-C Portable SSD | |
| Key Features Model: EAP660 HD AX3600 Speed (1148Mbps +2402Mbps) Supports IEEE802.3at PoE Multi-site Management | |
| | Top of Form Bottom of Form Laminating Pouch Film; A3 Laminating Pouch Film Material: Anti-Static Material Quantity: 1 Box = 100 Sheets. Thickness: 200 = (2x100) Micron Scotch Tape 2cm Scotch Tape 2cm Scotch Tape 5cm Toner Cartridge; 335X/W1335x for HP LaserJet MFP M438n Brand: HP or Equivalent Toner Cartridge 57A/CF257A for HP LaserJet MFP M438n Brand: HP or Equivalent Toner Cartridge; HP 76A/CF276A Brand: HP or Equivalent Toner Cartridge; HP LaserJet M404n Brand: HP or Equivalent Toner Cartridge; HP LaserJet M404n Brand: HP or Equivalent Toner Cartridge; HP LaserJet M404n Brand: HP or Equivalent Toner Cartridge; HP LaserJet M404n Brand: HP or Equivalent Hand Towel Tissue Paper Bashundhara Hand Towel Tissue Paper - 250 Pcs x 1 Ply or Equivalent Toilet Tissue; 12 Pcs/Bag; Bashundhara Toilet Tissue Regular White or Equivalent Multi-Plug (3 Pin Socket) Click or Equivalent Safe Multi Plug 3 Pin multiplug Socket 5 Port 5 Meter Cable 2 pin Plug 55KT 2P 5Y power extension cord, Brand: Click or Equivalent Internal copper bar connection Rated Voltage-100-250VAC 50/60Hz Rated Current-10A max. Power Indicator-LED Loading of switch-1500W Cable Length-5Yards Laminating Paper for ID Card Size: 67mm*95mm Hard disk SSD Samsung T7 1TB USB 3.2 Type-C Portable SSD Router (TP-Link AX3600 EAP660HD Preferable) Key Features • Model: EAP660 HD • AX3600 Speed (1148Mbps +2402Mbps) • Supports IEEE802.3at PoE |

Purchase Order FOR

Procurement of Stationery Items for Operation & Maintenance Contractor at Payra 1320MW TPP (Phase-I) under BCPCL

| Purchase Order No.: | Date: |
|-----------------------|-------|
| i di chase Oi dei 110 | Date: |

To:

Purchase Order Value: BDT

Taka in words:

Completion date of delivery:

Delivery terms:

- (a) The items shall be supplied as per the instructions and supervision of BCPCL within the above completion date. Failure to supply the items within the completion date entitled the procuring entity may terminate the Purchase Order.
- (b) VAT/Taxes, as applicable, shall be deducted at source as per law;
- (c) Payment shall be made after satisfactory completion of supply and certification of Concerned Authority.
- (d) Goods shall be delivered as per approved specification.

Hence, you are requested to supply the below mentioned goods on the terms and conditions as stipulated in the Purchase Order.

| SI. No. | Item Description | Unit of Measurement | Qty | Unit Price in BDT (Including VAT & TAX) | Total Price in BDT (Including VAT & TAX) |
|------------|------------------|------------------------|-----|---|--|
| | | | | | |
| | | | | | |
| | | | | Total Amount (BDT) | 200 |

Thanking you,

By the approval of authority,

(Rashed Morshed)

Superintending Engineer (Procurement)
Bangladesh-China Power Company Limited
Level#5, UTC Building, 8 Panthapath, Kawran Bazar
Dhaka-1215, Bangladesh



Terms and Conditions for

Procurement of Stationery Items for Operation & Maintenance Contractor at Payra 1320MW TPP (Phase-I) under BCPCL

- 1. Terms and Conditions contained herein shall be binding upon both the Procuring Entity and the Supplier for the purpose of administration and management of this Contract.
- 2. Implementation and interpretation of these Terms and Conditions shall, in general, be under the purview of Procurement Procedures of BCPCL.
- 3. The Supplier shall have to complete the delivery in all respects within 21 days of issuing the Purchase Order in conformity with the Terms and Conditions.
- 4. The Supplier shall be entitled to an extension of the Delivery Schedule if the Procuring Entity delays in receiving the Goods and related services or if Force Majeure situation occurs or for any other reasons acceptable to the Procuring Entity on justifiable grounds duly recorded.
- 5. All delivery under the Contract shall at all times be open to examination, inspection, measurements, testing, commissioning, and supervision of the Procuring Entity or his/her authorized representative.
- 6. The Procuring Entity shall check and verify the delivery made by the Supplier in conformity with the Technical Specifications and notify the Supplier of any Defects found.
- 7. If the Goods are found to be defective or otherwise not in accordance with the specifications, the Procuring Entity may reject the supplies by giving due notice to the Supplier, with reasons.
- 8. The Supplier shall be entirely responsible for payment of all taxes, duties, fees, and such other levies under the Applicable Law.
- 9. Notwithstanding any other practice, the payment shall be based on the actual delivery of goods on the basis of the quantity of each item of Goods in accordance with the Priced Schedule and Specifications. 100% of the Contract price of the Goods and related services shall be paid after submission and acceptance of the Delivery Chalan.
- 10. The Supplier'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.
- 11. The total Contract Price is BDT [insert figure] [in words].
- 12. The Supplier shall remain liable to fulfil the obligations under the Applicable Law.
- 13. The Supplier 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 delivering the Goods and related services.
- 14. Any claim arising out of delivery of Goods and related services shall be settled by the Supplier at his/her own cost and responsibility.
- 15. No modification to Scope of Supply and no Variations to the quantities ordered shall be permissible under any circumstances.
- 16. The Procuring Entity contracting shall amend the Contract incorporating required approved changes subsequently introduced to the original Terms and Conditions in line with the applicable law, where necessary.

- 17. The Procuring Entity may, by written Notice sent to the Supplier, terminate the Contract in whole or in part at any time, if the Supplier:
 - a. fails to deliver Goods and related services as per Delivery Schedule and Specifications.
 - b. in the judgement of the Procuring Entity, has engaged in any corrupt, fraudulent, collusive or coercive practices in competing for or in delivery of goods and related services.
 - c. fails to perform any other obligation(s) under the Contract.
- 18. The Procuring Entity and the Supplier shall use their best efforts to settle amicably all possible disputes arising out of or in connection with this Contract or its interpretation.
- 19. The Supplier shall be subject to, and aware of provision on corruption, fraudulence, collusion and coercion with the applicable law.

