

SEIP-Tourism & Hospitality ISC Project (Tranche-3)
SKILLS FOR EMPLOYMENT INVESTMENT PROGRAM (SEIP)

SHOPPING FOR GOODS

For

Package No: GD-011 (special)

Package Name: Procurement of cc camera for Training Institutes
(Supply, Installations and Maintenance)

December 15, 2021

SHOPPING FOR GOODS
REQUEST FOR QUOTATION (RFQG)

Project Title: SEIP-Tourism & Hospitality ISC Project

Source of Funding: **SEIP**

Contract Ref: Proc. 10/31/53/2021

Date: December 15, 2021

To:

Dear Sir,

1. The SEIP-Tourism & Hospitality ISC Project (Purchaser) hereby requests you to submit price quotation(s) for the supply and install of the following items:

SL No.	Name of Item	Unit	Quantity
1	Cloud and apps System Camera with 128 GB memory. Built-in WiFi night vision Motion Direction 360 degree	Nos	66
2	Accessories (Cable, Cable Tie, Plug, Socket, Screw, Scotch tape, Royal Plug etc.) per camera basis	No.	66
4	Transport, Living & Food (2 Person) in 6 location	-	06
5	Installation, Commissioning & Setup (outside Dhaka)	Nos	20
6	Installation, Commissioning & Setup (Inside Dhaka)	Nos	46
7	Electrical Works as per need	As required	66

If you, however, have been associated with the firm that prepared the design, and specifications of the contract that is subject of this procurement, you shall be disqualified.

To assist you in the preparation of your price quotation we enclose the necessary technical specifications and required quantities.

2. You must quote for all the items under this request. Price quotations will be evaluated for all the items together and contract awarded to the firm offering the lowest evaluated total cost of all the items.

3. You shall submit one original of the Price Quotation with the Form of Quotation, and clearly marked "Original". In addition, you shall also submit one copy marked as "COPY". In case of any discrepancy between the Original and Copy, the original shall prevail. Your quotation in the attached format should be signed, sealed in an envelope and addressed to and delivered to the following address:

Purchaser's Address :
Attention: Mr. A BM Ashraful Haque
Chief Coordinator,
SEIP-Tourism & Hospitality ISC Project (Tranche-3)
House no. 33 (3rd floor), Road no. 1, Block-A, Niketan
Gulshan-1, Dhaka-1212
Mobile: 01911480879

Your price quotation in the form attached to be submitted in hard copy to the following address:

Purchaser's Address:

SEIP-Tourism & Hospitality ISC Project (Tranche-3)
House no. 33 (3rd floor), Road no. 1, Block-A, Niketan,
Gulshan, Dhaka- 1212
Mobile: 01911480879

4. Your quotation in duplicate and written in *English* language, should be accompanied by adequate technical documentation and catalogue(s) if any and other printed material or pertinent information in *English* language for each item quoted, including names and addresses of firms providing after-sales service facilities in Bangladesh. The following documents should be submitted along with your quotation:

- (i) copy of valid trade license
- (ii) VAT registration certificate
- (iii) TIN certificate and
- (iv) Bank solvency certificate

5. The deadline for receipt of your quotation (s) by the Purchaser at the address indicated in Paragraph 3 is: ***December 26, 2021***

6. You shall submit only one set of quotations for the above items. Your quotation must be typed or written in indelible ink and shall be signed by you or your authorized representative. Without a signature in your Form of Quotation, your quotation will not be considered further.

7. Your quotation(s) should be submitted as per the following instructions and in accordance with the attached form of Contract. The attached Terms and Conditions of Supply is an integral part of the Contract.

- (i) **PRICES:** The prices should be quoted for supply and delivery to different locations in Bangladesh. Prices shall be quoted in the currency of the Purchaser.
- (ii) **EVALUATION OF QUOTATIONS:** Offers determined to be substantially responsive to the technical specifications will be evaluated by comparison of their prices. An offer is not substantially responsive if it contains material deviations or reservations to the terms, conditions, and specifications in this Request for Quotation, and it will not be considered further. The Purchaser will evaluate and compare only the quotations determined to be substantially responsive. In evaluating the quotations, the Purchaser will adjust for any arithmetical errors as follows:
 - (a) where there is a discrepancy between amounts in figures and in words, the amount in words will govern;
 - (b) where is a discrepancy between the unit rate and the line item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted will govern; and
 - (c) if a Supplier refuses to accept the correction, his quotation will be rejected.

In addition to the quoted price, the evaluated price shall include Value Added Tax (VAT) in Bangladesh.

- (iii) AWARD OF PURCHASE ORDER. The award will be made to the bidder offering the lowest evaluated price and that meets the required standards of technical and financial capabilities. The successful bidder will sign a Contract as per attached form of contract and terms and conditions of supply.
- (iv) VALIDITY OF THE OFFER: Your quotation(s) should be valid for a period of thirty (30) days from the deadline for receipt of quotation(s) indicated in Paragraph 5 of this Request for Quotation.
- (v) If you withdraw your quotation during the validity period and/or refuse to accept the award of a contract when and if awarded, then you will be excluded from the list of suppliers for the project for two years.

8. Further information can be obtained from:

A N M Shahjahan
Coordinator- Training Monitoring, Assessment & Procurement
SEIP-Tourism & Hospitality ISC Project (Tranche-3)
House no. 33 (3rd floor), Road no. 1, Block-A, Niketan
Gulshan-1, Dhaka-1212 Telephone: 01711816807

9. The bidder whose quotation has been accepted will be notified of the award of contract through the Letter of Acceptance issued by the Purchaser within 3 (three) days from the date of submission of quotation.

10. The Purchaser intends to apply funds from the Skills for Employment Investment Program (SEIP) for eligible payments under the Purchase Order resulting from this RFQ.

11. Under ADB's Anticorruption Policy bidders shall observe the highest standard of ethics during the procurement and execution of such contracts. SEIP-T&H ISC Projects will reject a proposal for award, and will impose sanctions on parties involved, if it determines that the bidder recommended for award or any other party, has engaged in corrupt, fraudulent, collusive, or coercive practices in competing for, or in executing, the Contract. At the time of submission of your quotation, you should not be in SEIP-T&H ISC Projects's sanctions list.

12. Please Confirm by e-mail the receipt of this request and whether or not you will submit the price quotation(s).

Sincerely,

Mr. A BM Ashraf Haque
Chief Coordinator,
SEIP-Tourism & Hospitality ISC Project (Tranche-3)

FORM OF QUOTATION

To:

Mr. A BM Ashraful Haque

Chief Coordinator,

SEIP-Tourism & Hospitality ISC Project (Tranche-3)

House no. 33 (3rd floor), Road no. 1, Block-A, Niketan,

Gulshan, Dhaka- 1212

Mobile: 01911480879

We offer to execute the Supply, Installations and Maintenance of cc camera for Training Institutes **Package No: GD-011 special** in accordance with the Conditions of Contract accompanying this Quotation for the Contract Price of BDT _____ (amount in words and numbers). We propose to complete the delivery of Goods described in the Contract within the following Delivery Time from the Date of Signing of the Contract.

Prices and Schedules for Supply:

SL No.	Description of Items	Specification & Feature	Unit	Quantity	Unit Price	Total price	Delivery Date
1	Cloud and apps System Camera with 128 GB memory. Built-in WiFi night vision Motion Direction 360 degree	Brand: (to be mentioned by supplier) Model: (to be mentioned by supplier) Manufacturer: (to be mentioned by supplier) Country of origin: (to be mentioned by supplier) Warranty: (to be mentioned by supplier)	No.	66			
2	Accessories (Cable, Cable Tie, Plug, Socket, Screw, Scotch tape, Royal Plug etc.) per camera basis	(to be mentioned by supplier)	Lot	66			
3	Transport, Living & Food (2 Person) in 6 location		Lump sum	6			
4	Installation, Commissioning & Setup (outside Dhaka)		6	20			
5	Installation, Commissioning & Setup (Inside Dhaka)		9	46			
6	Electrical Works as per need						

Grand Total

Amount in word:

Spare Parts }
Tools and Accessories }
Manuals } Specify, if applicable.
Maintenance Requirements }

This Quotation and your written acceptance will constitute a binding Contract between us. We understand that you are not bound to accept the lowest or any Quotation you receive.

We hereby confirm that this Quotation complies with the Validity of the Offer and Warranty conditions imposed by the Request for Quotation document and the Terms and Conditions of Supply, respectively.

We have not been associated with the firm that prepared the design and specifications of the contract that is subject of this request for quotation.

We are not in the ADB sanctions list.

Authorized Signature: _____

Name and Title of Signatory _____

Name of Supplier: _____

Address : _____

Phone Number : _____ Email address (optional) _____

FORM OF CONTRACT

THIS AGREEMENT number _____ made on _____, ____ 201_, between _____ (hereinafter called "the Purchaser") on the one part and _____ (hereinafter called "the Supplier") on the other part.

WHEREAS the Purchaser has requested for quotation for _____ (description of goods) to be supplied by Supplier, viz. Contract _____, (hereinafter called "Contract") and has accepted the Quotation by the Supplier for the supply of goods under Contract at the sum of _____ (_____) hereinafter called "the Contract Price".

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. The following documents shall be deemed to form and be read and construed as part of this agreement, viz:
 - a) Form of Quotation; Terms and Conditions of Supply, Technical Specifications;
 - b) Addendum (if applicable);
2. Taking into account payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby concludes an Agreement with the Purchaser to execute and complete the supply of goods under the Contract and remedy any defects therein in conformity with the provisions of the Contract.
3. The Purchaser hereby covenants to pay, in consideration of the acceptance of Contract, supply and delivery of the goods and remedying of defects therein, the Contract Price in accordance with Payment Conditions prescribed by the Contract.

IN WITNESS whereof the parties hereto have executed the Contract under the laws of _____ (country of Purchaser) on the date indicated above.

Signature and seal of the Purchaser:
For and on behalf of

Signature and seal of the Supplier:
For and on behalf of

Name of Authorized Representative

Name of Authorized Representative

TERMS AND CONDITIONS OF SUPPLY

Project Name: SEIP-Tourism & Hospitality ISC Project. Purchaser: Mr. A B M Ashraful Haque

Package No: GD-011 (special)

1. Schedules for Supply and Place for Destination: The Place of destination of the goods/equipment are in different areas of Bangladesh and are as follows:

Serial No	Name of Training Institute	Location & Address	Quantity of Camera
1	Bangladesh Hotel Management & Tourism Training Institute (BHMTTI), Dhaka	147/D, Green Road, Dhaka-1207.	8
2	BRAC Institute of Skills Development (BRAC-ISD)	Ashkona, Dakshinkhan Road, (Opposite of Hajj Camp), Uttara Dhaka, Bangladesh	4
3	Food Cadets, Lipi's Euphoria, Dhaka	House: 112, Road: 8/A (New), 15 (Old), West Dhanmondi, Dhaka-1209	6
4	Institute of Hotel Management & Hospitality (IHMH), Dhaka	Hossain Plaza , 2nd floor, House:01, Road:28, Dhanmondi, Dhaka-1209.	4
5	International Training Institute of Culinary Arts (ITICA), Dhaka	ITICA,NAM Villa, H#06, [1st floor] R#02, Banani , Dhaka 1213	2
6	Regency Hospitality Training Institute (RHTI), Dhaka	House No# 15, Road no # 03 Nikunja 2, Khilkhet, Dhaka 1229. Behind Dhaka Regency Hotel & Resort Ltd,	8
7	The AKS Khan Centre for Excellence (ACE), Dhaka	Rupayan Prime, H # 02), R # 07, Dhanmondi, Dhaka-1205, Bangladesh	4
8	Master Chef Institute Bangladesh, Dhaka	House:507(2nd floor), Malibagh Rail gate, Khilgoan, Dhaka 1219	4
9	UCEP Mirpur Technical School, Dhaka	Plot # 2 & 3, Section # 2 Mirpur, Dhaka-1216.	6
Institutes outside Dhaka			
10	BRAC Dokkhota Unnoyon Proshikkhon Kendra	Salam Mansion (Opposite of Modern Hatchery), Dolphin Mor, South Kolatoli, Marine Drive Road, Cox's Bazar	4
11	Cox's Bazaar Polytechnic Institute,Cox's bazar	Zilongja, (East side of Cox's Bazar-Teknuf highway), Cox's Bazar, Bangladesh	2
12	Moulvi Bazar Technical School & College, Moulvibazar	Borobari, Sunapur Rd, Moulvibazar 3200, Bangladesh	2
13	SAIC Institute of Management & Technology,Bogura	Matidali Biman Mourh,2nd by Pass,Bogura	4
14	Tony Khan Hotel Management Institute (TKHMI), Sylhet.	JC Trust House (2nd Floor), Fazil Chist, Subid Bazar (East), Sylhet.	6
15	Bandorban Technical School & College, Bandarban	Bandarban TSC,Meghla ,Bandorban	2

Total

2. Fixed Price: The prices indicated in the Form of Quotation are firm and fixed and not subject to any adjustment during contract performance.
3. Delivery Schedule: The delivery should be completed as per above schedule but not exceeding 30 days from the date of signing of contract.
4. Insurance: The Goods under the Contract shall be supplied to the sites at the risk of the supplier. Purchaser shall not be liable for any loss or damage during acquisition, transportation, storage and delivery. If required the supplier shall arrange necessary Insurance of goods at the cost of supplier to recover any loss or damage.
5. Applicable Law: The Contract shall be interpreted in accordance with the laws of the Purchaser's country.
6. Resolution of Disputes: The Purchaser and the Supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute between them under or in connection with the Contract. In the case of a dispute between the Purchaser and the Supplier, the dispute shall be settled in accordance with the provisions of the arbitration law or rules of Bangladesh
7. Delivery and Documents: Upon delivery, the Supplier shall provide the following applicable documents to the Purchaser:
 - (i) copies of the Supplier's invoice showing goods' description, quantity, unit price, and total amount;
 - (ii) manufacturer's or supplier's warranty certificate; and
 - (iii) Certificate of origin of country.

If goods are coming by courier, supplier shall also provide prior to delivery, copies of documents that will enable Purchaser to receive the goods. The above documents shall be received by the Purchaser at least one week before arrival of the goods and, if not received, the Supplier shall be responsible for any consequent expenses.

8. Payment: Payment of the contract price shall be made in the following manner:
 - a) Advance Income Tax (AIT) and Value Added Tax VAT will be deducted from the contact amount and the amount will be deposited to bank vide treasury challan. You may collect collect a copy of challan for payment of AIT from purchaser's office.
 - b) No advance shall be paid at the time of signing the contract. Payment shall be made upon installation of the camera at the site of the institutes mentioned in clause no. 1 of the terms and conditions of this document.
 - c) 90% of the contact amount will be paid after installation and testing of the camera at the site of the institutes; and
 - d) Remaining 10% will be paid after 60 days upon satisfactory performance of the goods.
9. Warranty: Goods offered should be covered by manufacturer's warranty for at least **18 months from** the date of installment.
10. Defects: All defects will be corrected by the Supplier without any cost to the Purchaser within 30 day from the date of notice by Purchaser. The name and address of service facility where the defects are to be corrected by the supplier within the warranty period are:
Name: _____
Address _____

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11. Force Majeure: The supplier shall not be liable for penalties or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

For purposes of this clause, “Force Majeure” means an events beyond the control of the Supplier and not involving the Supplier’s fault or negligence and not foreseeable. Such events may include, but not restricted to, act of Purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.

If a Force Majeure situation arises, the Supplier shall promptly notify the Purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by Force Majeure event.

12. Required Technical Specifications: (with attachments as necessary)

- (i) General Description
- (ii) Specific details and technical standards
- (iii) Performance Parameters

Supplier confirms compliance with above specifications.

13. Failure to Perform: The Purchaser may cancel the Agreement if the Supplier fails to deliver the Goods, in accordance with the above terms and conditions, in spite of a 14-day notice given by the Purchaser, without incurring any liability to the Supplier.

NAME OF SUPPLIER: _____

Authorized Signature: _____

Place: _____

Date: _____