



ফোন : ৯৬৬১৯২০-৭৯/৪২২১

ফ্যাক্স : ৮৮০-২-৯৬৬৭২২২

শারীরিক শিক্ষা কেন্দ্র

ঢাকা বিশ্ববিদ্যালয়, ঢাকা-১০০০

পত্র নং

স্মারক/RFQ/৪৩১/২২

তারিখ

২২/০২/২০২২

Physical Education Center, University of Dhaka
REQUEST FOR QUOTATION
for

আন্তঃবিশ্ববিদ্যালয় ফুটবল, ভলিবল (ছাত্র) ও ভলিবল (ছাত্রী) প্রতিযোগিতা ২০২২-২০২৩-এ অংশগ্রহণের
জন্য ক্রীড়া সামগ্রী সরবরাহ কাজ।

RFQ No:

Date:

To

- 01 The Director, Physical Education Center has been allocated public funds and intends to apply a portion of the funds to eligible payments under the Contract for which this Quotation Document is issued.
- 02 Detailed Specifications and, Design & Drawings for the intended Goods and related services shall be available in the office of the Procuring Entity for inspection by the potential Quotationers during office hours on all working days.
- 03 Quotation shall be prepared and submitted using the 'Quotation Document'.
- 04 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.
- 05 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.
- 06 Quotation in a sealed envelope or by fax or through electronic mail shall be submitted to the office of the undersigned on or before [05.01.2023 and 12.30 PM]. The envelope containing the Quotation must be clearly marked "Quotation for আন্তঃবিশ্ববিদ্যালয় ফুটবল, ভলিবল (ছাত্র) ও ভলিবল (ছাত্রী) প্রতিযোগিতা ২০২২-২০২৩-এ অংশগ্রহণের জন্য ক্রীড়া সামগ্রী সরবরাহ কাজ and DO NOT OPEN before [05.01.2023 and 12.30 PM]. Quotations received later than the time specified herein shall not be accepted.
- 07 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.
- 08 The Procuring Entity may extend the deadline for submission of Quotations on justifiably acceptable grounds duly recorded subject to threshold of ten (10) days pursuant to Rule 71 (4) of the Public Procurement Rules, 2008.
- 09 All Quotations must be valid for a period of at least 60 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 Taka currency. 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 Financial Solvency Certificate from any scheduled Bank; without which the Quotation may be considered non-responsive.



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শারীরিক শিক্ষা কেন্দ্র

ঢাকা বিশ্ববিদ্যালয়, ঢাকা-১০০০

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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. 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 [15] 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 [insert number] 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.

Md. Shahjahan Ali
28/12/22

Name : Md. Shahjahan Ali
Designation : Director (Acting)
Physical Education Center
Date :
Address : University of Dhaka
Phone No : 8809666911463 Ex: 4221
E-mail : directorpec@du.ac.bd

Memo No: ShaShike/

Date:

Copy Forwarded for information to:

1. Director of Accounts, University of Dhaka
2. Chief Engineer, University of Dhaka
3. Director, ICT Cell, University of Dhaka
4. Deputy Registrar, Office of the Pro-Vice Chancellor (Admin), University of Dhaka (for kind information to the Honourable Pro-Vice Chancellor (Admin)).
5. Principal Store Officer, Office of the Treasurer, University of Dhaka (for kind information to the Honourable Treasurer).
6. Notice Board, Physical Education Center, University of Dhaka

Md. Shahjahan Ali
28/12/22

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Designation : Director (Acting)
Physical Education Center
Date :
Address : University of Dhaka
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