.

# Quotation Submission Letter

**[Use Letter-head Pad]**

RFQ No: **No: 14.36.0000.034.007.02.20. 002**  **Date: 01.06.2021**

To:

**Deputy General Manager (P & P)**

**&**

**Convenor, Purchase Committee**

**Telephone Shilpa Sangstha Ltd,**

**Tongi, Gazipur-1710.**

I/We, the undersigned, offer to Supply of Good for Laptop Plant, TSS, Tongi, Gazipur.

The total Price of my/our Quotation is BDT [insert amount both in figure and words] with VAT/IT.

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 21(b) of the Terms and Conditions and pledge not to indulge in such practices in competing for or completion of delivery of Goods.

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 the Purchase Order issued by you shall constitute the Contract and will be binding upon me/us.

I/We have examined and have no reservations to the RFQ Document issued by you on 15.04.2021.

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.

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|  |
| Signature of Quotationer with Seal |
| Date: |

**Price Schedule for Goods and Related Services**

RFQ NO. **14.36.0000.034.007.02.20.002 Date: 01.06.2021**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sl No | Item No | Description of Items | Quantity | Unit Price | Total Price |
| 1 | 1 | Printer (Type-1) | 08 Pcs | In Figure :  In Word: | In Figure :  In Word: |
| 2 | 1 | Printer (Type-2) | 09 Pcs | In Figure :  In Word: | In Figure :  In Word: |
| 3 | 1 | Printer (Type-3) | 01 Pc | In Figure :  In Word: | In Figure :  In Word: |
| 4 | 1 | Offline UPS (1200 VA) | 05 Pcs | In Figure :  In Word: | In Figure :  In Word: |
| 5 | 1 | Wireless 3G Router | 03 Pcs | In Figure :  In Word: | In Figure :  In Word: |
| 6 | 1 | Multimedia Projector Including-  (1 (one) motorized Scree, 1 (one) Screen, Pointer & installation) | 01 Set | In Figure :  In Word: | In Figure :  In Word: |
| **Total Price:**  **(With VAT/IT)** | | | | |  |
| **In word:** | | | | |  |

|  |  |
| --- | --- |
| Goods to be supplied to | TSS, Tongi, Gazipur/ DNCC |
| Total Amount in  Taka (in words with VAT/IT) | **[ enter the Total Amount as in Col.8 above for the delivery of Goods and related services].** |
| Delivery Offered | **[Insert week/days] from date of issuing the Purchase Order** |
| Warranty Provided | **[Insert week/months] from date of completion of the delivery; state none if not applicable]** |

# [insert number] number corrections made by me/us have been duly initialed in this Price Schedule.My/Our Offer is valid

# until dd/mm/yy[insert Quotation Validity date].

|  |  |
| --- | --- |
| **Signature of Quotationer with Seal** | Date: |
| Name of Quotationer |

**Note:**

1. **Col. 1, 2, 3, 4, 5 and 9 to be filled in by the Procuring Entity and Col.6, 7& 8 by the Quotationer.**
2. **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 of the Goods Required**

**14.36.0000.034.007.02.20.002 date: 01.06.2021**

| **S/L** | **Technical Requirement of Laser Printer** | |
| --- | --- | --- |
|  | **Item** | **Specification** |
| 1 | Brand | HP |
| 2 | Model | HP Pro M12a or Equivalent |
| 3 | Country of Origin | USA |
| 4 | Country of Manufacture | China |
| 5 | Functions | Print Only |
| 6 | Technology | Laser |
| 7 | Speed | 18PPM |
| 8 | Processor | 266 MHz |
| 9 | Memory | 8 MB |
| 10 | Resolution | Up to 600 x 600 x 2 dpi |
| 11 | Duplex Print | Manual |
| 12 | Duty Cycle | Up to 5,000 pages (A4) |
| 13 | Feeding Capacity | Up to 150 sheets for input; Up to 100 sheets for output |
| 14 | Media Size | 147 x 211 to 216 x 356 mm |
| 15 | Interface | Hi-Speed USB 2.0 |
| 16 | Control Panel | 2 LED indicator lights (Attention, Ready) |
| 17 | Power Consumption | Requirements: Input voltage: 220 to 240 VAC (+/- 10%), 50 Hz (+/- 2 Hz), 6 A; Consumption: 375 watts (active printing), 1.2 watts (ready), 0.8 watts (sleep), 0.8watts (Auto Off/Wake on USB, enabled at shipment), 0.45 watts (Auto-off/Manual-on), 0.45 (Man |
| 18 | Environment | Operating Environment: Temperature: 15 to 32.5ºC; Humidity: 30 to 70% RH ; storage :Temperature: -20 to 40ºC; Humidity: 10 to 90% RH |
| 19 | Included Accessories | HP LaserJet Pro M12a Printer; Preinstalled HP Original Introductory Black LaserJet Toner Cartridge (500 pages); Installation guide; Setup poster; Support flyer; Warranty guide; Software drivers and documentation on CD-ROM; Power cord |
| 20 | Dimension | (W x D x H) 349 x 410 x 228 mm |
| 21 | Weight | 5.2 kg |
| 22 | Warranty | 1(One) year warranty. |

1. **Printer (Type-1)**

**2. Printer (Type-2)**

| **SL** | **Technical Requirement of Laser Printer** | |
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|  | **Item** | **Specification** |
| 1 | Brand | HP |
| 2 | Model | HP Pro M404dn |
| 3 | Country of Origin | USA |
| 4 | **Functions** | **Print Only** |
| 5 | Technology | Laser |
| 6 | **Speed** | **Up to 38 ppm** |
| 7 | Processor | 1200 MHz Speed |
| 8 | Memory | Standard: 256MB DRAM; 256MB Flash |
| 9 | Resolution | Up to 1200 x 1200 dpi |
| 10 | First page out Time | As fast as 6.3 sec |
| 11 | Duplex Print | Auto Duplex Print |
| 12 | Duty Cycle (Monthly) | Up to 80,000 pages |
| 13 | Paper Handling | Input: 100-sheet multipurpose Tray 1, 250-sheet input Tray 2 150-sheet output bin 100 sheets for output |
| 14 | Media types | Paper (plain, Eco FFICIENT, light, heavy, bond, colored, letterhead, preprinted, prepunched, recycled, rough); envelopes; labels |
| 15 | Media Sizes Custom | Tray 1: 76 x 127 to 216 x 356 mm; Tray 2, optional Tray 3: 100 x 148 to 216 x 356 mm |
| 16 | Paper Output Capacity | 150-sheets |
| 17 | Network | Built-in 10/100/1000Base-TX Ethernet, Gigabit; Auto-crossover Ethernet; Authentication via 802.1X |
| 18 | Interface | 1 Hi-Speed USB 2.0; 1 host USB at rear side; Gigabit Ethernet  10/100/1000BASE-T network |
| 22 | Mobile Printing Capability | Apple AirPrint™; Google Cloud Print™; HP ePrint; HP Smart App; Mobile Apps; Mopria™ Certified; ROAM capable for easy printing |
| 23 | Display | 2-line backlit LCD graphic display |
| 24 | Control Panel | 2-line LCD; OK button; Left button; Right button; Cancel button; Back button; Ready LED; Error LED |
| 25 | Voltage | 110 to 127 VAC (+/-10%), 50/60 Hz (+/- 2 Hz); 220-volt input voltage: 220 to 240  VAC (+/- 10%), 50/60 Hz (+/- 2 Hz) |
| 26 | Power Consumption | 495 watts (active printing), 5.5 watts (ready), 0.5 watts (sleep), 0.5 watts (Auto Off/Wake on LAN, enabled at shipment), 0.05 watts (Auto-off/Manual-on), 0.05 (Manual Off); Typical Electricity |
| 27 | Warranty | 1(One) year warranty. |

**3. Printer (Type-3)**

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| **S/N** | **Specification & Description** | |
| 1 | Model | **HP Color LaserJet Pro M255nw Printer (Single Funtion)** |
| 2 | Functions | Print Only |
| 3 | Technology | Laser |
| 4 | Speed | Print speed black: Normal: Up to 21 ppm , Print speed color: Normal:Up to 21 ppm |
| 5 | Processor | 800 MHz |
| 6 | Memory | Standard: 256 MB DDR, 256 MB NAND Flash; Maximum : 256 MB DDR, 256 MB NAND Flash |
| 7 | Resolution | Up to 600 x 600 dpi |
| 8 | First Page Out Time | Black (A4, ready): As fast as 10.30 sec; Colour (A4, ready): As fast as 11.90 sec; Black (A4, sleep): As fast as 12 sec; Colour (A4, sleep): As fast as 12.3 sec |
| 9 | Duplex Print | Yes, Automatic |
| 10 | Media Type | Paper (bond, brochure, coloured, glossy, heavy, letterhead, light, photo, plain, preprinted, prepunched, recycled, rough), transparencies, labels, envelopes, cardstock |
| 11 | Media Size | 76 x 127 to 216 x 356 mm |
| 12 | Media Weight | 60 to 163 g/m² (Uncoated/Matte, recommended), however up to 175 g/m² Postcards and 200 g/m² HP Matte is allowed in the driver; 60 to 163 g/m² (Coated/Glossy, recommended) , however up to 175 g/m² Postcards and 220 g/m² HP Glossy is allowed in the driver. |
| 13 | Paper Output Capacity | Up to 100 sheets (10 mm stack height) |
| 14 | Network | Yes, via built-in 10/100 Base-TX Ethernet; Authentication via 802.11x |
| 15 | Interface | Hi-Speed USB 2.0 port, Built-in Fast Ethernet 10/100 Base-TX network port, 802.11 b/g/n wireless |
| 16 | Mobile Printing Capability | HP ePrint, Apple AirPrint™,Mopria™-certified, Wireless Direct Printing |
| 17 | Wireless Capability | Built-in 802.11 b/g/n, Authentication via WEP, WPA/WPA2, or 802.11x, Encryption via AES or TKIP, PS, i-Fi Direct |
| 18 | Control Panel | 6.85 cm (2.7 in) colour graphic touchscreen with 3 buttons at left side (Home, Help, Back) |
| 19 | Voltage | 220-volt input voltage: 220 to 240 VAC (+/- 10%), 50 Hz (+/- 3 Hz), 60 Hz (+/- 3 Hz) |
| 20 | Power Consumption | 381 watts (active printing), 7.5 watts (ready), 0.8 watt (sleep), 0.1 watt (manual-off), 0.1 (auto off/manual on), 0.8 watt (auto off/wake on LAN) |
| 21 | OS Compatibility | Windows® 10, 8.1, 8, 7: 32/64-bit, 2 GB available hard disk space, CD-ROM/DVD drive or Internet connection, USB port, Internet Explorer. Windows Vista®: (32-bit only), 2 GB available hard disk space, CD-ROM/DVD drive or Internet connection, USB port, Inte |
| 22 | Environment | Operating Temperature range 15 to 30ºC, Recommended Operating humidity range 30 to 70% RH, Acoustic power emissions (ready) 2.6 B(A) |
| 23 | Included Accessories | Colour LaserJet Pro M254dw, Introductory HP LaserJet Colour Cartridges (700 Colour composite (C/Y/M) pages and 800 pages black), Installation guide, Printer documentation and software on CD-ROM, Power cord, USB cable 4 |
| 24 | Body Color | White |
| 25 | Dimension | (W x D x H) 392 x 419 x 247.5 mm ; Package dimensions - 392 x 475x 297 mm |
| 26 | Weight | Product - 14.8 kg , Package weight- 17.4 kg |
| 27 | Warranty | 1(One) year warranty. |

4. Offline UPS 1200VA

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| SL | Item Name | Specification & Description |
| 1 | Brand | MaxGreen |
| 2 | Country of Origin | Singapore |
| 3 | Model | To be Mention by the bidders |
| 4 | Input Voltage | Input Voltage 145-275VAC ± 10% |
| 5 | Capacity | 1200VA Offline UPS |
| 6 | Output Voltage | 220V AC ± 10% |
| 7 | Phase | Single Phase |
| 8 | Transfer Time | <2~6ms |
| 9 | Input Frequency | 45Hz - 65Hz ±10% |
| 10 | Output Frequency | 50Hz/60Hz |
| 11 | Wave Form (Inverter) | Modified Sine Wave |
| 12 | Protection | Lightning, Spike, Surge, Blackout, Brownout, Over Voltage, Under Protection Voltage, Over Load, Short Circuit, Battery Over Charge Deep Charge & Noise (EMI/RFI) as per international Practices. |
| 13 | Warranty | 1 Year for Battery and Service |

**5.Wireless 3G Router:**

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| **SL** | **Item Description** | **Specification & Description** |
| 1 | Brand | D-Link |
| 2 | Model | Wireless DIR-825 AC1200 Dual Band Gigabit Router with 3G/LTE Support and USB Port |
| 3 | Features | * Model: D Link Wireless DIR-825 * Four external non-detachable antennas * RAM 64MB, DDR2 * Flash 8MB, SPI   Power Output: 12V DC, 1.5A |
| 4 | Data Rate | • IEEE 802.11a: 6, 9, 12, 18, 24, 36, 48, and 54Mbps • IEEE 802.11b: 1, 2, 5.5, and 11Mbps • IEEE 802.11g: 6, 9, 12, 18, 24, 36, 48, and 54Mbps • IEEE 802.11n (2.4GHz/5GHz): from 6.5 to 300Mbps (from MCS0 to MCS15) • IEEE 802.11ac (5GHz): from 6.5 to 867Mbps (from MCS0 to MSC9) |
| 5 | Antenna | Four external non-detachable antennas (5dBi gain) |
| 6 | Button | POWER button to power on/power off RESET button to restore factory default settings WPS button to set up wireless connection WIFI button to enable/disable wireless network |
| 7 | Frequency | • 2400 ~ 2483.5MHz • 5150 ~ 5350MHz • 5650 ~ 5725MHz |
| 8 | Wireless | Wireless connection security • WEP • WPA/WPA2 (Personal/Enterprise) • МАС filter • WPS (PBC/PIN) |
| 9 | Network Standard | • IEEE 802.11a/n/ac • IEEE 802.11b/g/n |
| 10 | Power Mode | Output: 12V DC, 1.5A |
| 11 | Dimension | 200 x 132 x 50 mm (7.9 x 5.2 x 2 in) |
| 12 | Weight | 360 g (0.8 lb) |
| 13 | Color | Black |
| 14 | Warranty | 1. One) Year |

6. Multimedia Projector **and Accessories**

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| **SL.** | **Item** | **Specification & Description** |
| 1 | Brand | Optoma or Equivalent |
| 2 | Model | Optoma HD27 |
| 3 | Country of Origin | USA |
| 4 | Technology | DLP® Technology |
| 5 | Projection Features |  |
| Display Type | Single 0.65″ DC3 DMD chip DLP™ Technology by Texas Instruments |
| Resolution | Full HD 1080p (1920 x 1080) |
| Brightness | 3,200 lumens |
| Projection Distance | 3.2’ – 32.80’ |
| Contrast Ratio | 25,000:1 |
| Video Formats | NTSC, PAL, SECAM, SDTV (480i), EDTV (480p), HDTV (720p, 1080i/p) |
| 6 | Lamp Details |  |
| Lamp Power | 195W |
| Lamp Life | 8000/6000/5000 (Dynamic/ECO/Bright) |
| 7 | Audio |  |
| 8 | Audio Formats | Audio Out 3.5mm |
| 9 | Built-in Speaker | 10-Watt Speaker |
| 10 | Connectivity |  |
| Interface | 2xHDMI 1.4a (MHL), 3D Vesa Sync Port, Audio Out  3.5mm, 12V Trigger, USB-A (Powe |
| Power | AC input 100-240V, 50-60Hz, auto-switching Power Consumption 230W Bright mode / 192W ECO mode |
| Bluetooth | No |
| DVB-T | No |
| 11 | External Features |  |
| Color | White |
| Weight | 5.3 lbs |
| Dimension | 11.73″ X 9.0″ x 3.7″ |
| Warranty | 1 year (Lamp 12 Month/1000 Hours Which One  Comes First), 2-year service |

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| Electric Projection Screen | |
| Features | **Apollo 70”x70” Electric Projection Screen (01 Job/Set/Pc)**  a) 70”x 70” viewing area  b) Self-locked system provides variable height settings, c) Convenient dual wall and ceiling installation design  d) High contrast 1.3 gain let you enjoy clear and vivid picture  e) Matte white viewing surface diffuses projected light uniformly  f) Standard 4 black masking borders to get better image effect  g) Black-backed screen material prevents light penetration  h) Washable surface is easy to clean and safekeeping  i) Lightweight steel case with reliable spring inside for simple installation  j) Stable quality with competitive prices  k) Ideal for computer, video, slide and overhead projection in the home, office or classroom  l) Origin- USA |
| Stand screen and Pointer | [Apollo 70 Inch x 70 Inch Tripod Projector Screen](https://www.ryanscomputers.com/apollo-70-inch-x-70-inch-tripod-projector-screen)  **-01 Pc/Set** |
| Mount Kit | Mount Kit -**-01 Pc/Set** |
| HDMI Cable | 10m **-01 Pc/Set** |
| VGA Cable | 10m **-01 Pc/Set** |
| Power Cable | 10m **-01 Pc/Set** |
| Accessories | Channel PVC, Cable Tie & others accessories **-01 Pc/Set** |
| Presenter with Laser Pointer | Best Quality-01 Job |

I/We declare to supply Goods and related services offered by me/us fully in compliance with the Technical Specifications and Standards mentioned hereinabove

|  |  |
| --- | --- |
| **Signature of Quotationer with Seal** | Date: |
| Name of Quotationer |

**Note:**

1. **Col. 1, 2, 3 & 4 to be filled in by the Procuring Entity and Col. 5 & 6 by the Quotationer.**
2. **Specifications are to be filled in by the Procuring Entity. A set of precise and clear specifications is a pre-requisite for Quotations to respond realistically and competitively to the requirements of the Procuring Entity. In the context of competitive Quotations, the specifications shall be prepared to permit the widest possible competition and, at the same time, present a clear statement of the required standards of workmanship, materials, and performance of the Goods and related services to be procured. The specifications should require that all items, materials and accessories to be included or incorporated in the Goods be new, unused and of most recent or current models, and that they include or incorporate all recent improvements in design and materials.**
3. **Technical Specifications of the Goods and related services shall be in compliance with the requirements of the Procuring Entity specified in this document. Quotationer is required to mention make / model (as applicable) of the Goods offered and must attach the appropriate original printed (if not available copied) literature / brochures for the listed items.**