

রবীন্দ্র বিশ্ববিদ্যালয়, বাংলাদেশ
পরিকল্পনা ও উন্নয়ন দপ্তর
শাহজাদপুর, সিরাজগঞ্জ



Rabindra University, Bangladesh
Office of Planning & Development
Cell : 01819-198081
Web Site : www.rub.ac.bd

স্মারক : রবিবা/পওউ/বাসের চাকা ক্রয় (২০২৪-২৫)/(RFQ)/২০১/২০২৫/৯৯

তারিখ : ১৬.০৪.২০২৫

বাসের চাকা ক্রয়ের জন্য কোটেশন দরপত্র বিজ্ঞপ্তি

এতদ্বারা সকলের অবগতির জন্য জানানো যাচ্ছে যে, রবীন্দ্র বিশ্ববিদ্যালয়, বাংলাদেশ-এর ব্যবহারের জন্য নিম্নোক্ত দ্রব্যাদি/পণ্য ক্রয়ের নিমিত্ত জরুরিভিত্তিতে প্রকৃত ব্যবসায়ী/সরবরাহকারীদের নিকট হতে নিজস্ব প্যাডে বা সাদা কাগজে লিখিত দরপত্র আহ্বান করা যাচ্ছে। রবীন্দ্র বিশ্ববিদ্যালয়, বাংলাদেশ-এর অস্থায়ী প্রশাসনিক ভবন (ফাহিম ম্যানসন, বাড়ি : ৭৮/১, কান্দাপাড়া, শাহজাদপুর, সিরাজগঞ্জ)-এ আগামী ২২.০৪.২০২৫ তারিখ দুপুর ১.০০ টা পর্যন্ত দরদাতা কর্তৃক দাখিলকৃত দরপত্র গ্রহণ করা হবে এবং একই দিন দুপুর ২.০০ ঘটিকার সময় তাদের সম্মুখে (যদি কেউ উপস্থিত থাকেন) প্রাপ্ত দরপত্রসমূহ খোলা হবে।

বাসের চাকার তালিকা :

ক্রমিক	মালামালের নাম	মালামালের বিবরণ	সংখ্যা
০১	বড় বাসের চাকা	১J হিনো বড় বাস (৫২ সিট)-২০১৯ মডেল গাড়ীর জন্য ১০০০/২০ সাইজের ১৮pr সিভিল বিট/মাল্টি বিট তারের চাকা। ম্যাক্সিস/বিস্টন/এম.আর.এফ/সমমান পণ্যের স্পেসিফিকেশন অনুযায়ী। উৎপাদন সাল : ২০২৪/২০২৫	০৩ টি

শর্তাবলি :

- ১। ১৬.০৪.২০২৫ তারিখ থেকে অফিস চলাকালীন সময় পর্যন্ত নিম্নস্বাক্ষরকারীর দপ্তর থেকে দরপত্র সিডিউল বিনামূল্যে সংগ্রহ করা যাবে এবং বিশ্ববিদ্যালয়ের ওয়েবসাইটে পাওয়া যাবে।
- ২। মূল্যের উপর কোনরূপ কাটাকাটি, মোছামোছি বা পরিবর্তন গ্রহণযোগ্য হবে না।
- ৩। নিয়মানুযায়ী বিল থেকে ভ্যাট ও আয়কর কর্তন করা হবে।
- ৪। কার্যাদেশ প্রাপ্তির ১৪ (চৌদ্দ) কার্যদিবসের মধ্যে মালামাল সরবরাহ করতে হবে।
- ৫। কোন কারণ দর্শনো ব্যতিরেকেই দরপত্র কমিটি যে কোনো দরপত্র গ্রহণ বা বাতিল করার ক্ষমতা সংরক্ষণ করেন।

প্রফেসর ড. সুমন কান্তি বড়ুয়া
প্রো-ভাইস চ্যান্সেলর ও
পরিচালক (পওউ), অতিরিক্ত দায়িত্ব
রবীন্দ্র বিশ্ববিদ্যালয়, বাংলাদেশ

কপি সরবরাহ :

১. সহকারী প্রোগ্রামার (অতিরিক্ত দায়িত্ব), রবীন্দ্র বিশ্ববিদ্যালয়, বাংলাদেশ (বিশ্ববিদ্যালয়-এর ওয়েবসাইটে প্রকাশের জন্য)
২. নোটিশ বোর্ড, রবীন্দ্র বিশ্ববিদ্যালয়, বাংলাদেশ।
৩. সংশ্লিষ্ট নথি।

Rabindra University, Bangladesh
Shahjadpur, Sirajganj

REQUEST FOR QUOTATION
for

.....বাসের চাকা ক্রয়

RFQ No : রবিবা/পওউ/বাসের চাকা ক্রয় (২০২৪-২৫)/(RFQ)/২০১/২০২৫/৯৯

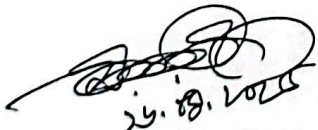
Date : ১৬.০৪.২০২৫

1. The Rabindra University, Bangladesh 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.
2. 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.
3. Quotation shall be prepared and submitted using the 'Quotation 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 shall be submitted to the office of the undersigned on or before **1PM, 22.04.2025** The envelope containing the Quotation must be clearly marked "Quotation for Smart display board and **DO NOT OPEN** before **2PM, 22.04.2025** 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 pursuant to Rule 71 (4) of the Public Procurement Rules, 2008.
9. All Quotations must be valid for a period of at least 45 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.

CPTUI-PG1 (SRFQ) 1



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.
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 14 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 14 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.



প্রফেসর ড. সুমন কান্তি বড়ুয়া
প্রো-ভাইস চ্যান্সেলর ও
পরিচালক (পওউ), অতিরিক্ত দায়িত্ব
রবীন্দ্র বিশ্ববিদ্যালয়, বাংলাদেশ

Date :

Address :
Temporary Administrative : Fahm Mansion, House # 78/1, kandapara, Shahjadpur, Sirajganj
Building :
Phone No : 01819-198081
E-mail :

Quotation Submission Letter

RFQ No : রবিবা/পওউ/বাসের চাকা ক্রয় (২০২৪-২৫)/(RFQ)/২০১/২০২৫/নন

Date : ১৬.০৪.২০২৫

To:

প্রফেসর ড. সুমন কান্তি বড়ুয়া
প্রো-ভাইস চ্যান্সেলর ও
পরিচালক (পওউ), অতিরিক্ত দায়িত্ব
রবীন্দ্র বিশ্ববিদ্যালয়, বাংলাদেশ

I, the undersigned, offer to supply in conformity with the Terms and Conditions for delivery of the Goods and related services named Bus Tyre.

The total Price of my Quotation is BDT =

My 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 declare that I 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 am 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 am not submitting more than one Quotation in this RFQ process in my own name or other name or in different names. I understand that the Purchase Order issued by you shall constitute the Contract and will be binding upon me.

I have examined and have no reservations to the RFQ Document issued by you on

I understand that you reserve the right to reject all the Quotations or annul the procurement proceedings without incurring any liability to me.

Signature of Quotationer with Seal
Date:

CPTUI-PGI (SRFQ) 3

Price Schedule for Goods and Related Services

RFQ No : রবিবা/পওউ/বাসের চাকা জন্ম (২০২৪-২৫)/(RFQ)/২০১/২০২৫/৭৭

Date : ১৬.০৪.২০২৫

Sl no	Item no	Description of Items	Unit of Measurement	Quantity	Unit Rate or Price		Total Amount	Destination for Delivery of Goods
					In figure	In words	In figure In words	
1	2	3	4	5	6	7	8	9
বাসের চাকা								
০১	০১	বড় বাসের চাকা	১J হিনো বড় বাস (৫২ সিট)-২০১৯ মডেল গাড়ীর জন্য ১০০০/২০ সাইজের ১৮pr সিভিল বিট/মাল্টি বিট তারের চাকা। ম্যাক্সিস/বিস্টন/এম.আর.এফ/সমমান স্পেসিফিকেশন অনুযায়ী। উৎপাদন সাল : ২০২৪/২০২৫	০৩				Temporary Administrative Building : Fahim Mansion, House : 78/1, Kandapara, Shahjadpur, Sirajganj

**Total Amount for Supply of Goods and related services
(inclusive of VAT and all applicable taxes; see Note 2 below)**

In
figure

In
words

Goods to be supplied to Temporary Administrative Building : Fahim Mansion, House : 78/1, Kandapara, Shahjadpur, Sirajganj

Total Amount in Taka (in words)	
Delivery Offered	14
Warranty Provided	

9 .number corrections made by me/us have been duly initialed in this Price Schedule. My Offer is valid until [insert Quotation Validity date].

Signature of Quotationer with Seal	Date:
Name of Quotationer	

Note:

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

Sl no	Item no	Description of Items	Full Technical Specification and Standards	Country of Origin	Make and Model
1	2	3	4	5	6
			বাসের চাকা		
০১	০১	বড় বাসের চাকা	১J হিনো বড় বাস (৫২ সিট)-২০১৯ মডেল গাড়ীর জন্য ১০০০/২০ সাইজের ১৮pr সিভিল বিট/মাল্টি বিট তারের চাকা। ম্যাক্সিস/ বিস্টন/এম.আর.এফ/সমমান পণ্যের স্পেসিফিকেশন অনুযায়ী। উৎপাদন সাল : ২০২৪/২০২৫		

I declare to supply Goods and related services offered by me 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.



Terms and Conditions for Supply of Goods and Payment

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 the Public Procurement Act, 2006 and the Public Procurement Rules, 2008.
3. The Supplier shall have to complete the delivery in all respects within 14 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=**
12. The minimum Warranty Period of the Supplies shall be starting from the date of completion of delivery in the form of submission by the Supplier and acceptance by the Procuring Entity, of the Delivery Chalan.
13. The Supplier shall remain liable to fulfil the obligations pursuant to Rule 40 (5) of the Public Procurement Rules, 2008.
14. 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 .
15. Any claim arising out of delivery of Goods and related services shall be settled by the Supplier at his/her own cost and responsibility.
16. Damage to the Goods during the Warranty Period shall be remedied by the Supplier at the Supplier's own cost, if the damage arises from the supply and installation by the Supplier.
17. No modification to Scope of Supply and no Variatons to the quantities ordered shall be permissible under any circumstances.

