

ISLAMI BANK BANGLADESH LIMITED

Operations Wing, Engineering Division,
PROCUREMENT OF COMPUTER HARDWARE
AND ACCESSORIES DEPARTMENT,
20 (8th floor), Dilkusha C/A, Dhaka – 1000.

Notice inviting offer for IP Phone & IP Video Phones

Sealed Tenders / offers in sealed envelope are hereby invited by Islami Bank Bangladesh Limited from Cisco Certified Premier Partner for supplying following IP Phone & Video Phones as under.

Specification in brief

Sl. No	Item	Quantity
1.	IP Phone	500
2.	IP Video Phones	14

Note: Detailed information will be available in hard copy of Tender Schedule document as well as in the Bank's Website www.islamibankbd.com.

Terms & conditions:

1. **Name of work:** Supply & installation of **500 units IP Phone & 14 units IP Video Phones**.
2. **Eligibility:** The intending Bidders must be Cisco Premier Partner and Specialization in the related field and having past experience in completion of related works. The intending Bidders will submit the quotation in their letter head pad in sealed envelope. In that case, the vendor must able to submit the following documentary evidence:
 - a. Satisfactory documents evidencing their experience & specialization in the respective fields and having past experience in completion of related works.
 - b. Work experience & clients list with detail address, contact person & telephone number.
 - c. Updated Trade License, VAT Registration Certificate, and Income Tax Certificate.
 - d. Authorization from Cisco as Premier Partner.
3. **Specification of the works:** As mentioned above.
4. **Issuing, Receiving & Opening of Tender Documents Date & Time:** Offer will be sold in the office of the undersigned from **June 23 to June 30, 2013 up to 3:00 PM** upon payment of Tk.3000.00 in cash (non refundable). No Tender document will be issued/ received by mail. **The technical offers** will be opened **on the 1st July, 2013 at 3:10 PM** in presence of Tenderer/ representative(s) who may like to be present and the opening date of financial offer of the qualified bidder will be informed later on.
5. 2.5% (two point five percent) of the total tender amount must be submitted along with the tender in favour of Islami Bank Bangladesh Limited in the form of Pay Order/ Demand Draft / Bank Guarantee (for minimum 03 months or until the completion of delivery) from any scheduled Bank of Bangladesh preferably from Islami Bank Bangladesh Limited without which the Tender shall be rejected outright.

6. An original and one copy of the Offer duly marking **“Original Offer”** and **“Copy of the Offer”** **for separately for Technical and Financial offer** (authenticated) should be submitted by the Tenderers. The bid forms must be filled in through computerized printing or in typing without overwriting and without any erasing and modifications and when completed shall contain all the required information.
7. Reservation: Islami Bank Management is not bound to issue work order in favour of lowest bidder and reserves the right to accept any offer and reject any or all offers without assigning any reason whatsoever.

Senior Vice President