

**ISLAMI BANK BANGLADESH LIMITED**  
**OPERATIONS WING, ENGINEERING DIVISION**  
**PROCUREMENT OF COMPUTER HARDWARE**  
**AND ACCESSORIES DEPARTMENT**  
20, DILKUSHA C/A (9<sup>th</sup> Floor), DHAKA – 1000.

**Notice for procurement of 150 units printer, 50 units Document Scanner, 20 units MICR Scanner and 100 units Flatbed Scanner for Islami Bank Bangladesh Limited.**

Sealed Tenders are hereby invited by Islami Bank Bangladesh Limited from Authorized Companies / Local Agents / Dealers / Distributors for procurement of 150 units printer, 50 units Document Scanner, 20 units MICR Scanner and 100 units Flatbed Scanner for Islami Bank Bangladesh Limited under the following terms and conditions:

Brief specification of the items is as under:

Sl. No.	Item	Technical Specification	Qty
1	Laser Printer	Brand- HP/ Canon, Printing Speed- Min.40 PPM, RAM - 512 MB (min), Duty Cycle- Min.100,000 Pages per month.	150
2	MICR Scanner	Brand-Canon/Panini Built-in Automatic Feeder/ auto loaded. Image resolution 100, 200 or 300 dpi	20
3	Document Scanner	Brand- Canon/Kodak Built in automatic feeder/auto loaded; 50 items/sheets; Scanning Speeds: Minimum 40 ppm at Black &White in 200 dpi,	50
3	Scanner (Flatbed)	Brand- HP/Canon, Type- A4, digital flatbed, Resolution- Min. 600 X 1200 dpi.	100

**Detail specification is mentioned in the Tender document.**

**Terms and Conditions:**

- 01.** The intending Bidders have to apply in their letter head pad and must submit documentary evidence like VAT registration Certificate, updated Tax certificate, Trade License, Authorized certificate for delivering of the item in support of their past experience and specialization in the field. On being satisfied with documents submitted by the applicant, Tender document will be sold to the intending bidders from Procurement of Computer Hardware and Accessories Department, ED, HO, IBBL, 20 Dilkusha, Yousuf Chamber (9<sup>th</sup> floor) during Office hours from **28.05.2018 to 06.06.2018** upon payment of **Tk.5,000.00 in cash (non refundable)**. No Tender document will be issued/ received by mail.

- 02.** Tenders will be received at the office of the undersigned up to **3.00 PM on 07.06.2018** and only Technical offers will be opened at **3.10 PM** on the same date and same place that is in the office of the undersigned in presence of the bidders who may like to attend to the tender opening meeting. After completion of technical evaluation, financial offer of the technically qualified bidders will be opened through informing the same to the participating bidders.
- 03.** 2.5% (two point five percent) of the total tender amount must be submitted along with Financial offer of the tender in favour of Islami Bank Bangladesh Limited in the form of Bank Draft/ Pay Order/ Bank guarantee from any scheduled Bank of Bangladesh preferably from Islami Bank Bangladesh Limited without which the Tender shall be rejected outright. The Bank Guarantee must be valid for 6 (six) months primarily and after issuing of work order, the BG should be validated until the successful completion of awarded works.
- 04.** An original and one copy of the Offer duly marking “**Original Offer\_Technical**” and “**Copy of the Offer\_Technical**” and “**Original Offer\_Financial**” and “**Copy of the Offer\_Financial**” should be submitted at the time of tender submission with authentication by the Tenderers. **Combination of Technical and Financial Offer will be disqualified.** The bid form must be filled in through computer printer or in typing without overwriting and without any erasing and modifications and when completed shall contain all the required information.
- 05.** Islami Bank Bangladesh Limited reserves the right to accept any tender and reject any or all tenders without assigning any reason whatsoever. Islami Bank Bangladesh Limited is not bound to purchase the item from the lowest bidder.

**Senior Vice President**