

Ref. No.: SJIBL/CHO/CSD/2019/0012

Date: January 5, 2020

Subject: Request for submission of quotation for supplying 'Receipt Paper' & 'Journal Paper' of ATM for the bank.

Muhtaram,  
Assalamu A'laikum Warahmatullah.

We are pleased to request you to submit separate sealed quotations for Wincor & NCR ATM of the following items under the terms and conditions mentioned below:

SL NO	Description	Quantity
1	Wincor & CRG Receipt Roll	
	Paper	: Thermal Paper
	Width	: 80mm
	Outer Diameter	: 150mm
	Inner Diameter	: 25mm
	Sensor	: With Sensor
	Thermal coated outside	: Face out
	Certification	: ISO
2	Wincor & CRG Journal Roll	
	Paper	: Bond Paper
	Width	: 80mm
	Outer Diameter	: 80mm
	Inner Diameter	: 12mm
3	NCR Selfserv 22e Receipt Roll	
	Paper	: Thermal Paper
	Width	: 80mm
	Outer Diameter	: 200mm
	Inner Diameter	: 12mm
	Sensor	: With Sensor
	Thermal coated outside	: Face out
	Certification	: ISO
4	NCR Selfserv 22e Journal Roll	
	Paper	: Thermal Paper
	Width	: 80mm
	Outer Diameter	: 75mm
	Inner Diameter	: 12mm

Terms and Conditions:

- Price should be quoted **excluding VAT** (VAT would be borne by the Bank) and including TAX and any kind of charges thereof.
- Quoted Price must include delivery Charges.
- Delivery lead-time** must be mentioned in the offer.
- Quoted price shall remain valid for at least 01 (One) year because bank may go for reprinting of the item(s) as and when required basis through issuing successive work orders to successful bidder. Offer validity should be mentioned in the quotation.
- Work order would be issued in favour of successful bidder for one or more item as per approval of the competent authority of the bank.

Page 1 of 2

Corporate Head Office: Shahjalal Islami Bank Tower, Plot-4, Block-CWN (C), Gulshan Avenue  
Dhaka-1212, Bangladesh, Phone: +88 02 9845457 (Hunting), 9844736  
Email: [sjibldho@sjibld.com](mailto:sjibldho@sjibld.com), Website: [www.sjibld.com](http://www.sjibld.com)

Subject: Request for submission of quotation for supplying 'Receipt Paper' & 'Journal Paper' of ATM for the bank.

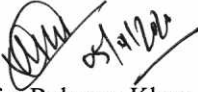
Terms and Conditions (Contd.):

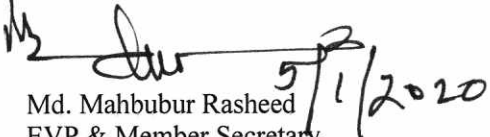
- f) Delivery of the items is to be done at Card Division, Corporate Head Office, Shahjalal Islami Bank Tower (4<sup>th</sup> floor), Plot-4, Block-CWN(C), Gulshan Avenue, Dhaka-1212.
- g) In the event of supply of any items, which do not match with the required specification, quality or sample's quality or is of substandard quality, the bank reserves the right for outright rejection of the goods, and the supplier will have to take back those at their own cost and will replace with acceptable quality within the time frame mutually agreed between the bank and the supplier.
- h) Sample must be submitted along with the quotation and country of origin must be mentioned in the offer.
- i) Complete proposal/offer must be signed with date by the authorized representative of the company.
- j) Proposal / Offer is to be submitted in sealed envelope to the authorized officer (Md. Shahidul Islam, EO, Mobile: 01717-170390 or Md. Shahed, JEO, Mobile: 01911-812261) of CSD, corporate head office at the undernoted address **on or before 07.01.2020 within 12:00pm** and be clearly marked "Quotation for (Name of Item)" at the top of the envelope.
- k) Following Documents should be submitted along with the quotations:
  - i. Up to date Trade Licence
  - ii. Vat Registration Certificate
  - iii. E-TIN Certificate
- l. Bank reserves the right not to purchase the item(s) from the lowest bidder(s) and to accept or reject any or all of the quotations with or without assigning any reason whatsoever. Bank also reserves the right to negotiate with the participating vendors regarding price, warranty and specification of the item(s).

Please contact the office of undersigned for any type of clarifications in regard to product.

Manipulation or any kind of unusual approach or failure to submit the proposal /offer within stipulated time frame will be treated as "Disqualification" to attend the bidding.

Ma-assalamah.  
Sincerely yours,

  
Md. Marufur Rahman Khan  
SVP & Head of Cards

  
Md. Mahbubur Rasheed  
EVP & Member Secretary  
Procurement Committee, SJIBL