

## বীমা উন্নয়ন ও নিয়ন্ত্রণ কর্তৃপক্ষ

৩৭/এ, দিলকুশা বা/এ, ঢাকা-১০০০

প্রশাসন শাখা- সেবা


প্রশাসন অনুবিভাগ

[www.idra.org.bd](http://www.idra.org.bd)

স্মারক নংঃ ৫৩.০২.০০০০.০০৬.০৭.০০৭.১৭-০৬

তারিখঃ ১৯ অক্টোবর, ২০১৭

বীমা উন্নয়ন ও নিয়ন্ত্রণ কর্তৃপক্ষের জন্য কিছু সংখ্যক All-In- One Computer (Desktop) ক্রয় করা হবে। আগ্রহী দরদাতাদেরকে আগামী ২৫ অক্টোবর, ২০১৭ অফিস চলাকালিন সময়ে নিম্ন ঠিকানায় যোগাযোগ করার জন্য অনুরোধ করা হল।

 ১৯.১০.২০১৭

(কামরুল হক মারুফ)  
পরিচালক (প্রশাঃ)

অনুলিপিঃ

- ১। চেয়ারম্যান মহোদয়ের একান্ত সচিব, আইডিআরএ;
- ২। সদস্যবৃন্দের ব্যক্তিগত কর্মকর্তা, আইডিআরএ;
- ৩। সাধারণ বীমা কর্পোরেশন, প্রধান কার্যালয় এর নোটিশ বোর্ড;
- ৪। বিসিআইসি, প্রধান কার্যালয় এর নোটিশ;
- ৫। অফিস কপি;
- ৬। নোটিশ বোর্ড, আইডিআরএ।

 ২৩/১০/১৭

Tania Apur  
23.10.17

 23.10.17

পরিচালক  
Tilman  
23/10/17

**Insurance Development & Regulatory Authority**  
**37/A, Dilkusha C/A, Dhaka**

**REQUEST FOR QUOTATION**

of

**4 (Four) All-In-One Desktop Computers.**

**RFQ No:** ৫৩.০২.০০০০.০০৬.০৭.০০৭.১৭-

**Date:** ১৯/১০/২০১৭

To

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1. The Insurance Development & Regulatory Authority 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 26.10.2017 at 3.30 PM**. The envelope containing the Quotation must be clearly marked "Quotation for 04 (Four) Desktop All-in-One Computers and **DO NOT OPEN** before 26.10.2017 at 3.30 PM. 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 [insert 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.
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.

