

**Skills for Industry Competitiveness and Innovation
Program (SICIP)**

**Scheme-3: Enhancing Institutional Capacity for Skills
Monitoring and Management**

Probashi Kallyan Bhaban (Level-16)

**71-72 Old Elephant Road, Eskaton Garden
Dhaka-1000**

Request for Quotation

for

Procurement of Digital Signage and DSLR Camera

Package No. GD-309

REQUEST FOR QUOTATION (RFQ)

Program Title: Skills for Industry Competitiveness and Innovation Program (SICIP)

Source of Funding: **ADB**

Ref: SICIP/Proc./GD-309/62/2024/823

Date: 29/10/2024

To

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1. The **Skills for Industry Competitiveness and Innovation Program (SICIP) Scheme-3: Enhancing Institutional Capacity for Skills Monitoring and Management** 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 04 November 2024** at 2.30 pm. The envelope containing the Quotation must be clearly marked "**Procurement of Digital Signage and DSLR Camera** " and **DO NOT OPEN** before **04 November 2024** at 3.00 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 **30 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.
13. Quotationer shall have legal capacity to enter 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 Certificate** and **Financial Solvency**



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 **15 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 07 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.

Signature of the official inviting Quotation



Name: Mohammed Walid Hossain
Designation: Executive Program Director
Date: 29 October 2024
Address: Probashi Kallyan Bhaban (14th & 15th Floor),
71-72 Old Elephant Road, Eskaton Garden, Dhaka-1000
Phone No: 55138753-5 (PABX)

Distribution:

1. Program Officer for information and wide circulation.
2. IT & Database Specialist for posting in the website, if applicable.
3. Notice Board.
4. Office File.



Quotation Submission Letter
[Use Letter-head Pad]

RFQ No: _____

Date: dd/mm/yy

To:

Executive Program Director
Skills for Industry Competitiveness and Innovation Program (SICIP)
Probashi Kallyan Bhaban (14th & 15th Floor)
71-72 Old Elephant Road, Eskaton Garden, Dhaka-1000

I/We, the undersigned, offer to supply in conformity with the Terms and Conditions for delivery of the Goods and related services named **Procurement of Digital Signage and DSLR Camera**

The total Price of my/our Quotation is BDT [insert amount both in figure and words].

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

I/We have examined and have no reservations to the RFQ Document issued by you on [insert date]

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

Signature of Quotationer with Seal

Date:



Price Schedule for Goods and Related Services

RFQ NO. SICIP/Proc./GD-309/62/2024

Date: 21/03/2024

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
1	1	Digital Signage	Nos.	1				SDCMU Office
2	2	DSLR Camera	Nos.	1				
Total Amount for Supply of Goods and related services						In figure		
(inclusive of VAT and all applicable taxes; see Note 2 below)						In words		

Goods to be supplied to	[insert destination of Goods]
Total Amount in Taka (in words)	[enter the Total Amount as in Col.8 above for the delivery of Goods and related services].
Delivery Offered	15 days from date of issuing the Purchase Order
Warranty Provided	

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

Signature of Quotationer with Seal	Date: dd/mm/yy
Name of Quotationer	

Note:

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

SI no	Item no	Description of Items	Full Technical Specification and Standards	Country of Origin	Make and Model
1	2	3	4	5	6
1	1	Digital Signage	As in Attachment - 1		
2	2	DSLR Camera	As in Attachment - 1		

I/We declare to supply Goods and related services offered by me/us fully in compliance with the Technical Specifications and Standards mentioned hereinabove

Signature of Quotationer with Seal	Date: dd/mm/yy
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.



[enter here the name and address of the Procuring Entity]

PURCHASE ORDER FOR THE SUPPLY OF GOODS

[insert name of the supplies in brief]

Purchase Order No. _____

Date: dd/mm/yy

RFQ No: _____	Date: dd/mm/yy
To: [name and address of the Supplier]	
Delivery Date: [insert completion date]	Order Value: TK. [insert Contract Price]
Delivery: As per Terms and Conditions	

The Purchaser has accepted your Quotation dated [insert date] for the supply of Goods and related services as listed below and requests that you supply the Goods and related services within the delivery date stated above, in the quantities and units in conformity with the Technical Specifications under the Terms and Conditions as annexed.

ORDER ITEMS
Attached Certified photocopy of approved Priced Schedule for Goods and related services
Attached Certified photocopy of approved Technical Specification of the Goods Required
Attached Certified photocopy of Terms and Conditions
For the Purchaser: Signature of the Procuring Entity with name and Designation
Date

Attachments: As stated above



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 **15** 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 [insert figure] [in words].
12. The minimum Warranty Period of the Supplies shall be **12 Months** 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 Variations to the quantities ordered shall be permissible under any circumstances.
18. **The Procuring Entity contracting shall amend the Contract incorporating required approved changes subsequently introduced to the original Terms and Conditions in line with Rules, where necessary.**
19. The Procuring Entity may, by written Notice sent to the Supplier, terminate the Contract in whole or in part at any time, if the Supplier:
 - a. fails to deliver Goods and related services as per Delivery Schedule and Specifications.
 - b. in the judgement of the Procuring Entity, has engaged in any corrupt, fraudulent, collusive or coercive practices in competing for or in delivery of goods and related services.
 - c. fails to perform any other obligation(s) under the Contract.
20. The Procuring Entity and the Supplier shall use their best efforts to settle amicably all possible disputes arising out of or in connection with this Contract or its interpretation.
21. The Supplier shall be subject to, and aware of provision on corruption, fraudulence, collusion and coercion in Section 64 of the Public Procurement Act, 2006 and Rule 127 of the Public Procurement Rules, 2008.

<p>For the Purchaser:</p> <p>Signature of the Procuring Entity with name and Designation</p>	<p>For the Supplier:</p> <p>Signature of the Supplier with name Designation</p>
<p>Date</p>	<p>Date</p>



Technical Specifications**1. Digital Signage**

Description of Items	Specification
Brand	To be mentioned by the tenderer
Model	To be mentioned by the tenderer
Country of Origin	To be mentioned by the tenderer
Country of Manufacturer	To be mentioned by the tenderer
County of Assemble	To be mentioned by the tenderer
Screen Size	55-inch 4K or above
Aspect Ratio Support	16:09
Panel Grade	A+
Luminance	350cd/m ²
Pixel Pitch MM (H x V)	0.315x0.315
Contrast Ratio	1300:1
Viewing Angle (R/L/T/B)	89/89/89/89
Response Time	≤6ms
Touch Technology	Capacitive Touch and supports 10 Points
Display Resolution	3840*2160 or above
Display Technology	IPS
Backlight LED	ELED
Front Tempered Glass Hardness	6
CPU	Quad-Core 2.0GHz or above
GPU	Mali-G52 or above
Operating System	Android 11.0 or above
RAM	4G or above
Internal Memory	eMMC 32G or above
Ethernet RJ-45 Port	Required
Wi-Fi 802.11b/g/n Support	Required
USB 2.0 Ports	Required
USB 3.0 Ports	Required
Bluetooth Support	Required
Audio Output	Required
Build-in Speakers	Required
Video Format Support	H.265, H.264, VP8, MAV, WMV, AVS, H.263, MPEG4
Image Format Support	JPG, BMP, PNG, etc
Music Format Support	MP3, WMA, WAV, APE, FLAC, AAC, OGG, M4A, 3GPP
Structure	Black Metal Structure and Flat Front
Wheels	4 Wheels with break
Tempered Glass Thickness	3.5
ON/OFF Power Switch	Required
Operating Temperature Support	-10°C - 50°C
Power Supply	AC100-240V
Stand Alone Mode Support	Required and using Android Media Player. Also, must support playing files with USB and copy files in the DS.

Description of Items	Specification
Working Under LAN Mode Support	Support by Installing a software in a PC/Laptop and managing Multiple DS without Internet connectivity with DS and PC/Laptop.
Cloud based Management Support	Support multiple DS over the internet to upload, update, manage contents and control multiple devices remotely as customized scheduled.
Auto Loop Play Support	Support Auto Loop play after power on and contents must be copied to the Internal Memory.
Multiple Spilt Screen Support	Free to split display area and supports 2 videos+ N pictures+ N webpages+ N rolling captions+ N weather+ N dates display on the same screen.
Videos seamless switching Support	Required with no black screen between 2 videos.
Google Play Applications Support	Required to download and installation.
Remote Control	Must support multiple devices control in a same system
Orientation Support	Required for both horizontal and vertical display with content rotation
Manufacturer Authorization	Required and directly issued to the tenderer
Warranty	One year for Parts and Labour

2. DSLR Carema with Lens

Description of Items	Specification	
Brand	To be mentioned by the tenderer	
Model	To be mentioned by the tenderer	
Country of Origin	To be mentioned by the tenderer	
Country of Manufacturer	To be mentioned by the tenderer	
Image Sensor	Sensor Type	CMOS Sensor
	Effective pixels	Approx. 32.5 megapixels
	Aspect Ratio	3:2 (Horizontal: Vertical)
Focus	Focus Mode	Autofocus One-Shot AF AI Servo AF AI Focus AF Switches between One-Shot AF and AI Servo AF automatically. Manual focus
	AF Point	Up to 45 points (Cross-type AF points: Max. 45)
Exposure Control	Metering Modes	OVF: EV 1-20 (room temperature, ISO 100, with evaluative metering) Live View: EV -2-20 Movie Recording: EV 0-20
	ISO Sensitivity	Normal ISO Speeds: ISO 100-25600 (in 1/3-stop) Expanded ISO Speeds: ISO 51200 (equivalent)
Shutter	Shutter Speed (Sec.)	OVF: 30 - 1/8000, Bulb Live View: 30 – 1/16000, (1/16000-1/10000, electronic shutter), Bulb
LCD Monitor	Type	Touchscreen, TFT color, liquid-crystal monitor
	Size (Inch.)	3.0
	Viewing Angle	170°
Shooting	Color Space	sRGB, Adobe RGB
	Continuous Shooting	Yes

Description of Items		Specification
File Type	Image Type	JPEG, RAW, C-RAW
	Image Resolution	6960 x 4640 (L) 4800 x 3200 (M) 3472 x 2320 (S1) 2400 x 1600 (S2) 6960 x 4640 (RAW/C-RAW)
	Movie Type	MP4 (Movie: MPEG4 AVC/H.264*; Audio: AAC Audio: Linear PCM)
Flash	Built-in Flash	Yes
	Red-Eye Reduction	Yes
	External Flash Compatibility	Yes
Power Source	Battery	Battery Pack LP-E6N (or LP-E6) x 1
Peripheral Connections	Connectivity	Hi-Speed USB, HDMI (Type C/Mini HDMI) / Microphone / Headphone / Remote
Lens	Lens Mount	IS USM
	Focal Length	18-135mm
	Maximum Aperture	f/3.5-5.6
Memory Card	Brand	Any reputed brand
	Type	SD, SDHC*, SDXC*, *UHS-I & UHS-II cards compatible
	Size	Minimum 128GB with lifetime warranty
Weight	Weight (g) (Including the battery and memory card) (Approx.) *For camera kits, weight includes kit lens(es).	1216g
Backpack	Key Features	Standard DSLR Camera Backpack
Warranty Information	Warranty	One year for Parts and Labour