

Subject: Request for Quotation (RFQ) for 30 Units of NCR ATM & 10 Units of CRM with Annual Maintenance Cost (AMC) and Decommissioning of Existing 19 units of Wincor ATMs for the Branches of Modhumoti Bank PLC.

Dear Sir

Modhumoti Bank PLC. wants to procure 30 Units of NCR ATM & 10 Units of CRM with Annual Maintenance Cost (AMC) and Decommissioning of Existing 19 units of Wincor ATMs for the Branches from the reputed companies. In this connection, we would request you to submit your financial and technical offer as per below requirements.

SL.	Description	Qty.	Unit Price in BDT
1.	Product: Automated Teller Machine (ATM) Brand: NCR Model: SelfServ SE Cash Type: Lobby Type	30	To be mentioned by the bidder
2.	Product: Cash Recycler Machine (CRM) Brand: NCR Model: SelfServ 61 Type: Lobby Type	10	To be mentioned by the bidder
3.	Annual Maintenance Cost (AMC) for ATM (Per ATM. Per year basis)		To be mentioned by the bidder
4.	Annual Maintenance Cost (AMC) for CRM (Per CRM. Per year basis)		To be mentioned by the bidder
5.	Decommissioning of Existing Wincor ATMs	19	To be mentioned by the bidder

General Terms and Conditions:

- Purchaser's Right:** The Purchaser reserves the right to accept/ cancel/ reject any or all offer without assigning any reason. The Purchaser is not obliged to purchase the lowest offer or any offer at all. The Purchaser reserves the right to share the Bidder's response to this RFQ with its advisors and Purchaser Business Units. Purchaser reserves the right to: conduct negotiations with one or more Bidder and/ or accept the Bid without any negotiations.
- Bid Submission/ Closing Date:** The Quotation shall be mail to the below mentioned address:
Chairman Purchase Committee, Common Services Division (CSD), Level-7, Modhumoti Bank PLC., Head Office, 94 Gulshan Avenue, Dhaka-1212 on or before 1st June, 2025. The Purchaser reserves the right to reject any Quotation submitted after the Closing Date. The Purchaser reserves the right to change the Time Schedule at any time.
- Required Content of the Quotation:** Quotation must be submitted as per prescribed form as instructed below:
 - Proposal must be addressed for **"Chairman Purchase Committee"** of Modhumoti Bank PLC.
 - Complete proposal/offer must be signed with date by the authorized representative of the company.
- Quotation Validity:** The Quotation shall be valid for 90 calendar days from the Quotation submission/ closing date.
- 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 in the bidding.**
- Commercial Terms and Conditions:**
 - Price:** Rate should be quoted in BDT with figure & words including VAT and all applicable Taxes as per Govt. rules.
 - Payment Terms:** 90% payment may be made after completion of Job. 10% payment may be kept as security money which will be released after 03 (three) months of successful completion of work.
 - Payment will be made after Final Acceptance (FAC will be given after successful delivery) & upon submission of the bill with work order & original challan which is duly signed by authorized personnel (Name & Seal, if available).
 - Payment will be made through Bank Account only.
 - Price Submission:** The bidder shall have to submit the price in the letter head pad.
- The Bidder shall have to submit their proposal as per the format attached with the RFQ. Any proposal not following the format will be considered as disqualified and will not be considered for evaluation.

Thanking you.

S. M. Shahin Iqbal

VP & Head of Common Services Division
 Modhumoti Bank PLC.