

**Ref. MMBPLC/HO/CSD/RFQ/2026/05/104**
**Date: 21/05/2026**
**Subject: Request for Quotation (RFQ) for Fire Resistance File Cabinet & Fire Proof Almirah for Modhumoti Bank PLC.**

Dear Sir,

 Modhumoti Bank PLC. wants to procure **Fire Resistance File Cabinet & Fire Proof Almirah** from 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 Tk.	Total Price in Tk.
1	<b>Fire Resistance Steel File Cabinet 4 drawers</b> Size: 58" x 22" x 26" Made of 14/16 Gauge MS Sheet Central Double Push Locking Arrangement Complete with spray painting others as per standard design and specifications <b>NB: Fire Resistance- Up to 1 Hour from any Household or Office Fire</b>	6 Nos		
2	<b>Fire Resistance Steel Almirah</b> <b>Dual Lock System</b> Size: 26"x22"x26" With 1 Shelves and 2 compartment.	6 Nos		
3	<b>Fire Resistance Steel Almirah</b> <b>Dual Lock System</b> Size: 45"x28"x26" With 1 Shelves and 2 compartment.	2 Nos		
4	<b>Carrying Cost</b>	1 Job		
<b>Total amount in BDT. Including VAT &amp; Tax</b>				

**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 Address & Closing Date:** The Quotation shall be mail to the below mentioned address:  
**Chairman Purchase Committee, CSD Division Level-7, Modhumoti Bank PLC., Gulshan, Dhaka by 16:00 PM (Bangladesh Standard Time) 3<sup>rd</sup> June, 2026.** 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.
  - The Price Quotation shall be valid for 90 (ninety) 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: The quoted price should include applicable VAT & AIT. The rate of VAT & AIT should be mentioned in the quotation.
  - Payment Terms: 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 disqualify and will not consider for evaluation.

With kind regards,

**S. M. Shahin Iqbal**

Vice President &amp; Head of CSD