Modhumoti Bank PLC.
Your Access to Success

Ref. MMBPLC/HO/CSD/RFQ/2025/09/028

10th September, 2025

Subject: Request for Quotation (RFQ) for Procuring of 01 Unit Toyota Town ACE/ LiteAce (8) seated Microbus (reconditioned) for Modhumoti Bank PLC.

Dear Sir

Modhumoti Bank PLC. wants to procure 01 (one) Unit of Microbus **(reconditioned)** from reputed companies. In this connection, we would request you to submit your financial and technical offer as per below requirements.

SL.	Required Specification			Qty.	Amount in BDT.
1	Brand	:	Toyota	01	
2	Grade Model	:			
3	Year of Model	:	2021		
4	Color	:	White/ Pearl/Silver any light color		
5	Cubic Capacity (CC)	:	1500 CC		
6	Gear Type	:	Auto		
7	Fuel Type	:	Octane		
8	Seat Capacity	:	8		
9	Spare Wheel	:	Yes		
10	Delivery Lead Time	:	To be mentioned by the bidder		
11	Warranty	:	To be mentioned by the bidder		
12	VAT & AIT	:	Inclusive		

General Terms and Conditions:

1. 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.
2. Bid Submission/ Closing Date: The Quotation shall be submitted to the below mentioned address:
3. Chairman Purchase Committee, Common Services Division (CSD), Modhumoti Bank PLC., Head Office, Khandker Tower (Level-7), 94 Gulshan Avenue, Dhaka-1212 by 16:00 p.m. on or before 22nd September, 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.
4. Required Content of the Quotation: Quotation must be submitted as per prescribed form as instructed below:
5. Proposal must be addressed for "Chairman Purchase Committee" of Modhumoti Bank PLC.
6. Complete proposal/offer must be signed with date by the authorized representative of the company.
7. Quotation Validity: The Quotation shall be valid for 03 months (90 days) from the Quotation submission date.
8. 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.
9. Commercial Terms and Conditions:
10. Price: The quoted price should include applicable VAT & Tax. The rate of VAT & Tax should be mentioned in the quotation. Import documents regarding payment of VAT & AIT of the microbus covering Bank's requirement as per rule MUST be submitted to the Bank.
11. Payment Terms: 100% 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) after deduction of VAT & Tax as per Government rules. Payment will be made through PO/Bank Account only. No Advance will be allowed for the mentioned supply works.
12. Price Submission: The bidder shall have to submit the price in the letter head pad.
13. 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.
14. After registration Payment will be made.

Thanking you.

S. M. Shahin Iqbal
VP & Head of Common Services Division
Modhumoti Bank PLC.
Head Office, 94 Gulshan Avenue, Dhaka-1212