




Subject: Request for Quotation (RFQ) for Supplying of Office Chair (Wheel), Visitor Chair (Fixed Chair) & Dining Chair

Prime Bank PLC. intends to fixing price for Supplying of Office Chair (Wheel), Visitor Chair (Fixed Chair) & Dining Chair for all Branch & offices. Unit rate may be fixed for next 06 months from the date of issuing work order. The selected vendor has to deliver the products to the Bank's selected location (inside/ Outside Dhaka) as and when required basis. For this purpose, you are requested to submit financial offer along with technical specifications in your letterhead pad complying the following Terms & Conditions:

SL.	Specification	Photo	Quantity	Unit Price	Unit Price Inclusive AIT & Exclusive VAT
01.	SS chrome coated base. Stainless Steel Hydraulic with adjustable Height 18-23 inch. 9.5 inches' mechanism with 140 digress tilting system. Seat Material: Foam & fabric mesh. Body material: High quality Plastic Fiber & Fabric Mesh.		1 (Per unit)		
02.	SS chrome coated base. Seating Height 18.5 inch. Seat Material: Foam & fabric mesh. Body material: High quality Plastic Fiber & Fabric Mesh.		1 (Per unit)		
03.	Dining Chair Tulip Green		1 (Per unit)		
04	Delivery / transportation cost (only applicable for outside Dhaka)		1 (Per unit)		
Total Amount					

Terms & Conditions:

1. The supplier shall deliver the Chair at different Prime Bank location.
2. In case of supply of inferior quality/defective goods; any change required by Prime Bank must be entertained.
3. Supplier will submit all necessary company legal documents.



4. Payment will be made within 30 (thirty) days only after successful completion of works based on Challan, Work Completion Certificate by the respective vendor.
5. **Warranty:** Standard Warranty of 01 years will be applicable for Body and Backrest & 24 month for Wheel And Hydraulic. During this period, the vendor shall repair any kind of defects including replacement of any parts at their own cost.
6. After going through the terms & conditions, if you are interested to participate in the bidding process. Please submit your proposal in your company's letterhead pad as per above mentioned format duly signed by your company's authorized representative. The tender box kept at Prime Tower (Ground Floor), Plot 8 & 35 Airport Road, Nikunja-2 and clearly marked "**Price Proposal for Supply Office Chair**" on the top of the envelope. No quotations shall be dropped before or after this time period.
7. **Bank's Right:** The Bank reserves the right to accept/cancel/reject any or all offers without assigning any reason. The Bank is not obliged to purchase the lowest offer or any offer at all. The Bank reserves the right to conduct negotiations with one or more Bidder and/ or accept the Bid without any negotiations.
- 8 **Tender Drop: 25-Mar-2025 By 2:00 pm** at Prime Tower (Ground Floor), Plot 8 & 35 Airport Road, Nikunja-2.



19.03.25

Head of Procurement, FMD
Tel: 09610990000-Ext. 11014