

Ref: Prime/HO/FMD/IT/2025/226

Date: April 06, 2025

Sub: Request for Quotation (RFQ) for renewing Red Hat Enterprise Linux for Virtual Datacenter with Smart Management (Qty: 03) for 1 Year Subscription.

Dear Sir,

Prime Bank PLC. has been utilizing Red Hat Enterprise Linux for Virtual Datacenter with Smart Management since 2020. To maintain uninterrupted 24/7 support services, the bank must continue its Red Hat OS license subscription. As part of this agreement, the selected bidder will be responsible for renewing the following license for one (1) year: Red Hat Enterprise Linux for Virtual Datacenter with Smart Management (Quantity: 03)

Prime Bank PLC. invites proposals from experienced and reputed vendors for the captioned subject. For this purpose, we invite you to submit a technical and financial offer along with other relevant information on your company letterhead.

RFQ Terms & Conditions and Instructions to the Bidders

1	RFQ Reference No.	Prime/HO/FMD/IT/2025/226
2	Name of the Work/Services	Renewing Red Hat Enterprise Linux for Virtual Datacenter with Smart Management (Qty: 03) for 1 Year Subscription.
3	Place of Work	IT Division, Prime Bank PLC., Head Office
4	RFQ submission place	Facility Management Division, Prime Bank PLC. Prime Tower (Ground floor, Central Despatch), Plot Number# 35 & 8, Nikunja-2, Dhaka-1229, Cell: +880 1730-781194
5	RFQ Submission Date and Time	10 April, 2025; Time: 3 pm
6	Contact Person for Technical issues	Md. Shohidul Islam, Designation-SAVP, Email: shohidul.islam@primebank.com.bd, Cell no: 01723083758
7	Written offer	The complete proposal/offer must be written clearly on the Company Letterhead Pad, duly signed and sealed with the date by the authorized representative of the Company. The quoted Price must be in figures and words. There should not be any cutting/ erasing/ overwriting in the bid documents
8	Delivery Timeline	Renewal of Red Hat Enterprise Linux for Virtual Datacenter with Smart Management within seven (07) working days from the issuance of PO.
9	Inclusive Price/cost	Quoted price must include delivery and installation cost, VAT, Taxes & all other duties, fees/charges as applicable. VAT & Taxes will be deducted from the bill as per Govt. rules.
10	Payment Terms	Payment will be made in local currency through Account Transfer/Pay Order.
11	Rights of Prime Bank PLC.	Prime Bank PLC. reserves the right to accept/ cancel/ reject any or all offers without assigning any reason. Prime Bank PLC. is not obliged to purchase the lowest offer or any offer at all. Prime Bank reserves the right to share the Bidder's response to this RFQ with its advisors and concerned Business Units. Prime Bank reserves the right to conduct

		negotiations with one or more Bidder and/ or accept the Bid without any reason.
12	Manipulation and Action	Manipulation or any kind of unusual approach or failure to submit the proposal/offer within the stipulated time frame will be treated as "Disqualification" to attend the bidding.
13	Incomplete Bid	The bid will be automatically canceled if the requisite terms & conditions are not fulfilled.
14	Seal Bid	All the envelopes shall be properly sealed and signed. Bids without seal and sign will not be considered. Prime Bank PLC. reserves the right to reject or accept any or all the bids without showing any reasons.
15	Documents	Valid Registration/ownership document, up-to-date VAT & TIN certificate, up-to-date Trade License, and up-to-date Bank Solvency Certificate. Distributorship or Sole Distributorship certificate.
16	Bid Price	Bid prices must be quoted in BDT. The payment will also be made in BDT.

Information Datasheet of bidder:

	Name of the Company	:	
	Usual Mailing Address	:	
	Year of Establishment/Incorporation	:	
	Number of years in operation	:	
	Name with phone numbers of Key person (Chairman/Managing Director/other)	:	
	Name, Designation with the phone number of the contact person	:	
	VAT Registration No.	:	
	TIN	:	
	Name & location of Regional Offices with phone numbers	:	
	Company Profile: Give a brief description of your company preferably in 100 words	:	
	List of clients having work-order in same	:	
	Name of Client (s)		Address with contact number

Eligibility requirement for Bidders

The bidder will respond to the required eligibility criteria in the tabular format according to Table 1.1. Particular eligibility criteria can be fulfilled by presenting the related documents demonstrating the eligibility. The reference (page number and section number) of the presented document must be mentioned in the response column.

Table 1.1: Response Format of the Bidder to Eligibility Criteria

Sl. No.	Eligibility Criterion	Required Response of the bidder (Should submit required documents with the bid in support of the response)	Compliant	Non-compliant	Remarks
1.	The bidder should be a legal entity and a registered company that has not been prohibited by Bangladeshi or international court(s) to enter into contracts. Should have at least 3 years of experience in the relevant business.	Certificate of incorporation and years of business experience in related fields. Also, a declaration that none of the bidders has been prohibited by any domestic or international court(s) to enter into contracts should be furnished.			
2.	The bidder should have its own/representative office and strong presence in Dhaka with a well-equipped service/support/ system up-gradation cell manned with adequate qualified technical personnel for the maintenance and support of the proposed products/ systems.	Proof of address of the registered office of all the participating bidders should be submitted. Floating or home addresses shall not be considered as established offices. The resumes of qualified technical personnel should be submitted.			
3.	The bidder must be assessed under the Income Tax Department	Proof of submitting tax return, Income Tax Certificate, and VAT certificate in the latest fiscal year.			
4.	Similar experience with at least 3 (Three) organizations.	Copies of the Agreement must be submitted.			
5.	The bidder must hold manufacturer authorization on this bid for the items that are not produced by the bidder itself but offered in the bid	The bidder must submit such an authorization letter from the original manufacturer.			
6.	All types of paper/documents should be serially numbered and a clear indexing should be incorporated and bear a signature in each of those documents.	A document with page numbers and a proper index			
7.	5 years of IT-related business experience.	Work order or Client Certificate for similar solutions.			
(Enclose necessary documentary proof)					

Sl. No.	Eligibility Criterion	Required Response of the bidder (Should submit required documents with the bid in support of the response)	Compliant	Non-compliant	Remarks
<p>Note: This should be on the letterhead pad of the bidder and duly signed as per this format.</p> <p>I/we solely declare that the statements made above are correct. I/We agree that any misstatement made by us if detected later on, shall render our application unacceptable to the Bank.</p> <p>(Signature)</p> <p>(Name & designation of Authorized Signatory)</p> <p>(Name & Address of the Bidder with Seal)</p>					

Payment & Security

- The vendor may issue a single work order or in phases. The vendor may submit a bill/invoice after work completion and the bank will make payment accordingly.
- While making payment, VAT & Income Tax will be deducted at source as per Govt. rule.

Specifications:

Sl. No.	Description	Quantity
1	Red Hat Enterprise Linux for Virtual Datacenter with Smart Management for 1 Year Subscription.	03

FINANCIAL PROPOSAL

Sl. No.	Description	Quantity	Price In BDT	VAT	TAX	Total Price (BDT) including VAT, Tax & Others

In Words: _____

RFQ Preparation: The participant company must submit the offer in two separate envelopes. Each envelope should contain one hard copy & one soft copy (In a Flash Drive) of the Technical & Financial offers respectively. The two envelopes must be covered in a 3rd large envelope. All the envelopes will contain the full name and address of the participant company. The envelopes should be sealed & signed properly.

RFQ Submission Address:

Facility Management Division I Prime Bank PLC.

Prime Tower (Ground floor, Central Despatch), Plot Number# 35 & 8, Nikunja-2, Dhaka-1229

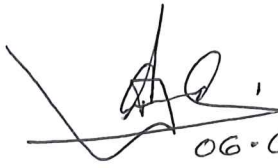
RFQ process Contact : Partha Sarathi Bairagi, Cell: 01730781194

Technical Clarification Contact: Md. Shohidul Islam, Designation-SAVP, Cell: 01723083758

After going through the terms & conditions, please submit the proposal as per the format mentioned above in your company's letterhead pad duly signed by an authorized representative of your company. RFQ documents shall be dropped in the Tender Box on **10th April, 2025 before 3:00 PM**. No RFQ shall be entertained after the specified time and date. No RFQ document will be received by mail.

The Authority reserves the right to modify the terms and conditions as mentioned above, accept or reject any or all of the proposals, or divide the works amongst the participants without assigning any reason whatsoever.

Thanking You.


06.04.2025

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