

Subject: Request for Quotation (RFQ) for Repair and Maintenance of Generator for Prime Bank PLC.

Dear Concern,

Please be informed that Prime Bank PLC. intends to fix price for Generator Spare Parts, Servicing and Maintenance related tasks for all Branches & Offices. Unit rate of the parts and maintenance service may be fixed for next 06 months from the date of issuing notification of award/contract. The selected vendor has to deliver the products/service to the Bank's selected location (inside/outside Dhaka) as and when required at the approved rate for next 06 months. For this purpose, you are requested to submit financial offer along with technical specifications/origins in your Company's letterhead pad complying the following Terms & Conditions:

Generator spare parts items list (BOQ): Please go through the attached Annexure - 1 file.

Terms & Conditions:

1.	The Vendor shall deliver the spare parts of Generator and provide maintenance service for different Prime Bank premise.
2.	In case of supply of inferior quality/defective goods; any change required by Prime Bank must be entertained.
3.	Replacement of faulty parts should be ensured as per mentioned parts warranty period as per price offer if any generator have any technical problem or not usable after certain period of servicing.
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. Offer will submit Including Tax & Excluding VAT. Bank will deduct VAT & AIT as per Govt. rules.
5.	Warranty: Standard Warranty will be applicable. During this period, the vendor shall repair any kind of defects including replacement of any parts at their own cost.
6.	Service Level: Details in Annexure – 1.
7.	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 Annexure -1 duly signed by your company's authorized representative. The tender box kept at Prime Tower, Plot # 08 & 35, Airport Road, Nikunja - 2, Khilkhet C/A, Dhaka- 1229 on May 20, 2025 by 03:00 p.m. and clearly marked "Price Proposal for Generator Servicing & Maintenance" on the top of the envelope. No quotations shall be dropped before or after this time period.

- 8. Response and Recovery Timeline:** Vendor must strictly maintain the onsite response time and recovery time as per below:

Plant & Equipment	Support Area	Response Time	Recovery Time
Generator	Branch Server Room (Inside Dhaka)	12 hrs	24 hrs
Generator	Branch Server Room (Outside Dhaka)	24 hrs	48 hrs
Generator	Head Office Server Room (Inside Dhaka)	12 hrs	24 hrs
Generator	Head Office, PBL Branch premises (Inside Dhaka City)	12 hrs	30 hrs
Generator	PBL Branch premises (Outside Dhaka City)	24 hrs	72 hrs

- Supplier shall maintain ready stock of required spares in their offices for smooth support at all times.
- Supplier's engineers shall follow the standard security and safety protocol.

- Supplier's maintenance staffs shall wear/carry company ID or Authorization during the work and shall follow the onsite security rules mandated by the onsite security personnel.

9. Evaluation Criteria:

- Vendor must have experience of minimum 3 years in related field for Generator (provide documents).
- Vendor must have ABC license.
- Must be experienced providing service to Banks or Financial Institution or Multinational Companies continuous at least one year (provide documents).
- The vendor should be able to provide comprehensive Generator servicing coverage to all the Bank's branches across the country through regional office (if any) (submit documents of regional office/support if any)
- Must have skilled team and technical staffs to provide timely and effective services to the Bank (submit profile).
- If have necessary certifications and licenses to carry out the servicing work, then provide documents.
- Vendor should have reputation for providing quality services to its clients. The vendor should have a well-established system of checks and balances to ensure that their services meet the required standards.
- The vendor should be able to provide a quick response time to any Generator related emergency callouts from the bank or its branches (Provide proof of strengths/capacity).
- The vendor should offer appropriate warranties and guarantees on their work to ensure that the bank receives value for money.
- The vendor should be compliant with all relevant health and safety regulations.

10. **Penalty** : If supplier fails to respond and recover any problem as per timeline mentioned in "**Response and Recovery Timeline**", will be charged at Tk500 for delay in 5% cases of the total problem, Tk1,000 for delay in 10% cases of the total problem.



11. Bidder must submit photocopy of following documents along with the RFQ:

- a) Up-to-date Valid Trade License.
- b) Certificate of Incorporation in case of Limited Company.
- c) Valid TIN & BIN Certificate.
- d) Bank Solvency Certificate.
- e) Experience Certificate/Work Order.
- f) Client list.
- g) Proof of ABC license.
- h) Technical Team profile.
- i) List of company manpower.

12. Prime Bank PLC. reserves the right to accept or reject any quotation without any explanation.

Regards,


Sayem Uddin Ahammed
In Charge of Administration Division


Tanveer Ahamed 14.05.25
Head of Procurement


BOQ for Generator Repair & Servicing

SI	Item Name	Unit	Origin	Warranty	Offer Price (Including Tax & Excluding VAT)							
					8 KVA	20 KVA	30 KVA	40 KVA	150 KVA	250 KVA	500 KVA	
1	Fuel Filter	Pcs	UK/USA									
2	AC Pump Fuel Filter	Pcs	UK/USA									
3	Lube Oil Filter	Pcs	UK/USA									
4	Air Filter	Pcs	UK/USA									
5	Water Filter	Pcs	UK/USA									
6	Lube Oil Bypass Filter	Pcs	UK/USA									
7	Water Separator Filter	Pcs	UK/USA									
8	Lube Oil, ltr	Ltr	Mobile Delvac									
9	Coolant, ltr.	Ltr	USA									
10	Distilled Water, ltr	Ltr	Local									
11	Fan Belt	Pcs	China	1 Year								
12	Relay	Pcs	China	1 Year								
13	Timer	Pcs	China	1 Year								
14	AVR, Origin China	Pcs	China	1 Year								
15	Start contactor relay	Pcs	Japan/India	1 Year								
16	Auto Battery Charger 12 V Dc, Locally made	Pcs	Local	6 Months								
17	Auto Battery Charger 24 V Dc, Locally made	Pcs	Local	6 Months								
18	Auto Voltage Stabilizer (AVS) Servo Type 600VA	Pcs	Local	6 Months								
19	Auto Voltage Stabilizer (AVS) Servo Type 1000VA	Pcs	Local	6 Months								
20	Fuel tank cleaning	Job										
21	Locally made ATS	Set	Local	1 Year								
22	Dynamo repairing minor	Job		6 Months								
23	Self motor repairing minor	Job		6 Months								
24	Fuel pump servicing without spare	Job		6 Months								
25	Injector servicing without spare	Job		6 Months								
26	Injector	Pcs	China	1 Year								
27	Magnetic Pick-up	Pcs	Local	1 Year								
28	FR relay	Pcs	China	1 Year								
29	SR relay	Pcs	China	1 Year								
30	Radiator servicing major	Job										
31	Radiator servicing minor	Job										
32	Radiator hose	Pcs	Local	1 Year								
33	Oil Pressure sensor	Pcs	UK	1 Year								
34	Temperaure sensor	Pcs	UK	1 Year								
35	Coolant level sensor	Pcs	UK	1 Year								
36	Current Transformer(CT)	Pcs	China	1 Year								
37	Control Module 7320 MKII (UK)	Pcs	UK	1 Year								
38	Control Module 6120 MKII (UK)	Pcs	UK	1 Year								
39	Control Module 720 (UK)	Pcs	Uk	1 Year								



SI	Item Name	Unit	Origin	Warranty	Offer Price (Including Tax & Excluding VAT)							
					8 KVA	20 KVA	30 KVA	40 KVA	150 KVA	250 KVA	500 KVA	
40	Control Clip	Pcs	Local	1 Year								
41	Hose Clamp	Pcs	Local	1 Year								
42	Electric AC Pump	Pcs	UK	1 Year								
43	Under over voltage relay	Pcs	China	1 Year								
44	Power Cable 1X4 RM BYA BRB, BBS	Mtr	Local	1 Year								
45	Power Cable 1X6 RM BYA BRB, BBS	Mtr	Local	1 Year								
46	Power Cable 1X10 RM BYA BRB, BBS	Mtr	Local	1 Year								
47	Power Cable 1X16 RM BYA BRB, BBS	Mtr	Local	1 Year								
48	Power Cable 1X6 RM NYY BRB, BBS	Mtr	Local	1 Year								
49	Power Cable 1X10 RM NYY BRB, BBS	Mtr	Local	1 Year								
50	Power Cable 1X16 RM NYY BRB, BBS	Mtr	Local	1 Year								
51	Power Cable 1X25 RM NYY BRB, BBS	Mtr	Local	1 Year								
52	Power Cable 4X10 RM NYYBRB, BBS	Mtr	Local	1 Year								
53	Power Cable 1X35 RM NYY BRB, BBS	Mtr	Local	1 Year								
54	Power Cable 1X16 RM NYY BRB, BBS	Mtr	Local	1 Year								
55	Power Cable 1X25 RM NYY BRB, BBS	Mtr	Local	1 Year								
56	Flaxible Control Cable 1X1.5 RM BRB, BBS	Mtr	Local	1 Year								
57	Flaxible Control Cable 4X1.5 RM BRB, BBS	Mtr	Local	1 Year								
58	Magnetic Contactor Assembly 30A ABB/Legrand/schneider	Pcs	Italy/India	1 Year								
59	Magnetic Contactor Assembly 40A ABB/Legrand/schneider	Pcs	Italy/India	1 Year								
60	Magnetic Contactor Assembly 63A ABB/Legrand/schneider	Pcs	Italy/India	1 Year								
61	Magnetic Contactor Assembly 80A ABB/Legrand/schneider	Pcs	Italy/India	1 Year								
62	Magnetic Contactor Assembly 115A ABB/Legrand/schneider	Pcs	Italy/India	1 Year								
63	Magnetic Contactor Assembly 150A ABB/Legrand/schneider	Pcs	Italy/India	1 Year								
64	Magnetic Contactor Assembly 250A ABB/Legrand/schneider	Pcs	Italy/India	1 Year								
65	SP Circuit Breaker 6A ABB/Legrand/schneider	Pcs	Italy/India	1 Year								
66	SP Circuit Breaker 10A ABB/Legrand/schneider	Pcs	Italy/India	1 Year								
67	SP Circuit Breaker 16A ABB/Legrand/schneider	Pcs	Italy/India	1 Year								
68	SP Circuit Breaker 20A ABB/Legrand/schneider	Pcs	Italy/India	1 Year								
69	SP Circuit Breaker 32A ABB/Legrand/schneider	Pcs	Italy/India	1 Year								



SI	Item Name	Unit	Origin	Warranty	Offer Price (Including Tax & Excluding VAT)							
					8 KVA	20 KVA	30 KVA	40 KVA	150 KVA	250 KVA	500 KVA	
70	DP Circuit Breaker 6A ABB/Legrand/schneider	Pcs	Italy/ India	1 Year								
71	DP Circuit Breaker 10A ABB/Legrand/schneider	Pcs	Italy/ India	1 Year								
72	DP Circuit Breaker 16A ABB/Legrand/schneider	Pcs	Italy/ India	1 Year								
73	DP Circuit Breaker 20A ABB/Legrand/schneider	Pcs	Italy/ India	1 Year								
74	DP Circuit Breaker 32A ABB/Legrand/schneider	Pcs	Italy/ India	1 Year								
75	TP Circuit Breaker 6A ABB/Legrand/schneider	Pcs	Italy/ India	1 Year								
76	TP Circuit Breaker 10A ABB/Legrand/schneider	Pcs	Italy/ India	1 Year								
77	TP Circuit Breaker 16A ABB/Legrand/schneider	Pcs	Italy/ India	1 Year								
78	TP Circuit Breaker 20A ABB/Legrand/schneider	Pcs	Italy/ India	1 Year								
79	TP Circuit Breaker 32A ABB/Legrand/schneider	Pcs	Italy/ India	1 Year								
80	MCCB Circuit Breaker 63A ABB/Legrand/schneider	Pcs	Italy/ India	1 Year								
81	MCCB Circuit Breaker 100A ABB/Legrand/schneider	Pcs	Italy/ India	1 Year								
82	MCCB Circuit Breaker 150A ABB/Legrand/schneider	Pcs	Italy/ India	1 Year								
83	MCCB Circuit Breaker 200A ABB/Legrand/schneider	Pcs	Italy/ India	1 Year								
84	Installation of 120 feet solid cooper wire earthing lead 2/0 SWG in 38.5 mm dia pipe & termination of connection at both end	Job										
85	Dismantling Charge of Generator	Job										
86	Re-Installation Charge of Generator	Job										
87	Generator Shifting Charge Branch to Branch (Inside Dhaka Metro)	Job										
88	Generator Shifting Charge Branch to Branch (Outside Dhaka Metro)	Job										
89	Generator Shifting Charge Branch to Branch (Other Districts)	Job										
90	Service Charge (Inside Dhaka Metro)	Job										
91	Service Charge (Outside Dhaka Metro)	Job										
92	Service Charge (Other Districts)	Job										



