**Tender Application Form**

For

**Procurement of X-Ray Machine**

**For**

**Muslim Aid Hospital, Pabna**

* + - * Offer Submission last date**:** 11 November 2019 at 2.00 pm
      * Offer opening date**:** 11 November 2019 at 2.30 pm

**Muslim Aid–UK Bangladesh Country Office**

Address: House-13 (4th & 5th floor), Road-27, Block-J, Banani, Dhaka-1213

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**Tender Application Form**

#### Tenderer Information Sheet

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| *Notes on Tenderer Information Sheet*  *This note is for information only to assist the procuring entity in the completion of the Form when preparing the Tender Document, but this note should not be included in the issued Tender Document.*  *The information to be filled in by Tenderers in the following pages will be used for purposes of verification of eligibility and qualification of the Tenderer as provided for in relevant Clauses of the Instructions to Tenderers. The Tenderer, if prequalified earlier, should complete updated information only* |

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| --- | --- | --- | --- |
| Invitation for Tender No: |  | Date |  |
| Tender Package No: |  |  |  |

**A. Individual Tenderers**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| ***1. General Information of the Tenderer*** | | | | | | |
| 1.1 | Tenderer’s Legal Name | |  | | | |
| 1.2 | Tenderer’s legal address in Country of Registration | |  | | | |
| 1.3 | Tenderer’s legal status | |  | | | |
|  | Proprietorship | |  | | | |
|  | Partnership (Registered under the Partnership Act, 1932) | |  | | | |
|  | Limited Liability Concern (Registered under the Companies Act, 1913) | |  | | | |
|  | Others | |  | | | |
| 1.4 | Tenderer’s Year of Registration | |  | | | |
| 1.5 | Tenderer’s Authorised Representative Information | |  | | | |
|  | Name | |  | | | |
|  | Address | |  | | | |
|  | Telephone / Fax Numbers | |  | | | |
|  | e-mail address | |  | | | |
| 1.6 | Tenderer’s Value Added Tax Registration Number | |  | | | |
| 1.7 | Tenderer’s Income Tax Identification Number (TIN) | |  | | | |
| 1.8 | Tenderer to attach copies of following documentation | | 1. Articles of Incorporation or Registration of firm. 2. Latest Income Tax Clearance Certificate 3. Latest VAT Clearance Certificate 4. Original letter naming the person authorised to sign on behalf of Tenderer 5. Others *(to be completed by the Employer if required)* | | | |
| ***2. Qualification Information of the Tenderer*** | | | | | | |
| ***General and Specific Experience*** | | | | | | |
| 2.1 | Number of years of overall experience of the tenderer in the supply of goods and related services | | | |  | |
| 2.2 | Number of years of specific experience of the tenderer in the supply of goods and related services | | | |  | |
| 2.3 | Total monetary value of similar goods supplied in each of the last three years | | | |  | |
| 2.4 | Available liquid assets | | | |  | |
| 2.5 | Details of production capacity / equipment available | | | |  | |
| 2.6 | Major Supplies of similar type of goods over the last years. | | | |  | |
| 2.7 | Work performed as prime Contractor on works of a similar nature and volume over the last five years. Also list details of work underway or committed, including expected completion date | | | | | |
|  | Project Name | Name of Employer and contact person | | Type of work performed and year of completion | | Value of Contract  (Lakh Taka) |
|  | (a)  (b)  (c) |  | |  | |  |
| ***3. Financial Information of the Tenderer*** | | | | | | |
| 3.1 | Financial reports or balance sheets or profit and loss statements or auditors’ reports or bank references for the last financial year with documents or a combination of these demonstrating availability of liquid assets. List below and attach copies. | | | | | |
| 3.2 | Evidence of access to financial resources to meet the qualification requirements, liquid assets, lines of credit, etc. List below and attach copies of supporting documents. | | | | | |
| 3.3 | Name, address, and telephone, telex, and facsimile numbers of banks that may provide references if contacted by the Employer | | | | | |
| 3.4 | Information on litigation in which the Tenderer is, or has been, involved: | | | | | |
|  | (a) Any case within the last 3 years | | | | | |
| Cause of Dispute | | | | Result of Settlement and amount involved | |
|  | | | |  | |
|  | | | |  | |
| (b) Current cases in this financial year | | | | | |
| Cause of Dispute | | | | Result of Settlement and amount involved | |
|  | | | |  | |
|  | | | |  | |
| *Note: The above represents the minimum requirements. These may be added to buy the Purchaser on a case-by-case basis, as necessary.* | | | | | | |

**B. Technical Specifications:**

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| **Sl.** | **Name of the Products** | **Specification** | **Unit** | **Price BDT** |
| 01. | **X-Ray Machine**: | Model: CR 10-X, Brand: AGFA Healthcare, Origin: Germany, CR 10-X Digitizer reads imaging plates at 10 pixels/mm, Server PC for General Radiography, Hard Disk: (500\*2) GB, RAM Dry Digital Imager Model: Dry star 5302, Monitor: 19 inch, high resolution LED, Cassette: (14” \* 17) Model SR Cassette, UPS: 3 KVA online UPS, after sale services and maintenance. Please Mention Warranty and Grantee |  |  |
| Grand Total | | |  |  |

In word:

**C. Terms & Conditions**

1. **The last date for submission of your bidding document is 11 November 2019 within 2.00 pm** at Muslim Aid - UK Bangladesh Country Office (MABCO), House-13 (4th floor), Road-27, Block-J, Banani, Dhaka-1213. The tender box shall be opened on the same date at 2.30 pm in presence of the bidders.
2. Earnest Money will be 2.5 % (refundable) of the total quoted amount in the form of pay order/bank draft in favor of Muslim Aid – UK Bangladesh Field Office. The security money (bank draft or pay order) must be enclosed with the original notice documents without security money the notice shall be rejected outright.
3. Delivery and installation to be made at the Muslim Aid Hospital, Pabna by supplier responsibility within 07 days after received the purchase order/ work order.
4. Muslim Aid will be deducted VAT & Tax from the bill as per Government rules.
5. Mode of Payment: Payment will be made within 10 working days after completion of delivery of x-ray machine as per requirement through A/C payee cheque in favor of company (Supplier) name.
6. If MABCO rejects any supplied commodity due to non-compliance with specifications the supplier must take back the rejected school bag as per specification as per direction of MABCO without delay.

Muslim Aid - UK Bangladesh Country Office a reserves the right to accept or reject any or all offers without assigning any reasons whatsoever and is not bound to accept the lowest bidder.

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