



**GRAMEEN COMMUNICATIONS**  
 Telecom Bhaban (7<sup>th</sup> Floor), 53/1 Box Nagar,  
 Zoo Road, Mirpur- 01, Dhaka 1216.  
 Phone: +880-2-44802081, URL- [www.grameen.technology](http://www.grameen.technology).

Request for Quotation-07/2021

Date-05-09-2021

Dear Concern,

Grameen Communications is looking forward to procure Laptop, Computer, Printer Accessories, Toner and network Item with the following specifications in the list furnished in page no 02.

It would be highly appreciated if your honor could submit quotation according to the specifications. Detailed may be obtained from our website-[www.grameencommunications.org](http://www.grameencommunications.org)

In this regard Grameen Communications is inviting quotation vide this short notice RFQ from the prospective bidders, response vide sealed/e-mail to [tender@grameen.com](mailto:tender@grameen.com) quotations need to be submitted latest by **16<sup>th</sup> September-2021**.

**General information for bidders:-**

Company Name:	<b>Grameen Communications</b>
Company Address:	Telecom Bhaban (7 <sup>th</sup> Floor), 53/1 Box Nagar Zoo Road, Mirpur- 01, Dhaka 1216, Bangladesh.
Website:	<a href="http://www.grameencommunications.org">www.grameencommunications.org</a> .
Main Products/Services:	Micro Credit Software/IT Enables Services.
Site location:	Telecom Bhaban (7 <sup>th</sup> Floor), 53/1 Box Nagar Zoo Road, Mirpur- 01, Dhaka 1216, Bangladesh.

**Terms and conditions for tender: -**

1. Tender shall be dropped in our office or by email: [tender@grameen.com](mailto:tender@grameen.com) till **3:30PM** by **16<sup>th</sup> September-2021**.
2. Tender will be opened in presence of the party (if any) in the same date at **4:00 PM**.
3. The authority holds the right to reject any or all the items tender without assigning any reason whatsoever.
4. Should have to deliver the products/services in the time mentioned in the purchase/work order.
5. Payment will be made within 15-20 working days from the date of delivery completion.
6. Income tax & VAT will be deducted as per Government rules.
7. 1% of total bill will be kept as an earnest money deposit for warranty period provided items.
8. Penalty may be imposed in case of any deviation from the terms and conditions of the purchase/work order.

With best regards,

(Azad Abul Hasanat)  
 Member Secretary  
 Grameen Communications Purchase Committee.  
[tender@grameen.com](mailto:tender@grameen.com)  
 Cell # 01713371425



Note: For further queries, simply contact us

PREPARED BY:UNIT CHIEF

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Approved by:MR

## List-1 (Laptop, Computer, Printer Accessories &amp; Toner)

Sl.	Item's Name	Quantity
01	Laptop Core i7,10th/11th Gen Slim Body (16GB RAM, 14"/15" Display, HD Camera, HDMI, Wi-fi, USB, LAN, HDD 1TB, 512GB SSD, Brand: DELL/ASUS/HP(Envy).	02
02	Laptop Core i3, 10th / 11th Gen (8GB RAM,15.6" Display, HD Camera, HDMI, Wi-fi, USB, LAN, HDD 1TB) DELL/ASUS/HP.	05
03	Laptop Core i7, 10th / 11th Gen (12GB RAM,512 GB SSD, 15.6" Display, HD Camera, HDMI, Wi-fi, USB, LAN) DELL/ASUS/HP.	04
04	Laptop Core i7, 10th / 11th Gen (8GB RAM, 512GB SSD,15.6" Display, HD Camera, HDMI, Wi-fi, USB, LAN) DELL/ASUS/HP.	07
05	SSD SATA 512GB	05
06	Online UPS 1000VA 36Volt System (Without Battery)	10
07	Auto Screw Driver	01
08	Heavy Duty Hammer Electric Drill Machine	01
09	Electric Blower	05
10	Power supply unit ATX	20
11	HDMI Cable	20
12	8 Port Switch	10
13	Adapter For LED Monitor with AC Power Cable(19V, 2Amp)	30
14	RJ 45 Connector	500
15	Element Cover, Canon LBP 8780X	100
16	Fixing Assembly Grease	01
17	Pick Gear For Canon LBP 8780X	10
18	Fixing Drive Gear For Canon LBP 3300X	10
19	AC Power Cable For Laptop Adapter	50
20	Interchangeable Screwdriver Set	10
21	Hard Disk 1TB ( Toshiba)	20
22	DVD Writer	05
23	Toner 333H For LBP 8780x	2400
24	Antivirus Single User	50
25	Pen Drive 32GB	20
26	Processor i5 7nth Gen (With Fan)	04
27	LED Monitor 18.5", Dell / HP / LG / Samsung	50
28	Motherboard 81 Series	10
29	Processor Core i5 4th gen with Cooling Fan	10
30	RAM DDR3 4GB	10
31	Casing ATX	10



(Azad Abul Hasanat)  
 Member Secretary  
 Grameen Communications Purchase Committee.  
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