

## Official Cost Estimate for Training Materials Welding & Fabrication, Batch No # 03

(Rule-16(5Ka) of PPR, 2008)

Shopping for Goods

RFQ Method

Title of works : CVT-AEOSIB-SEIP Project (Tranche-3), Welding & Fabrication Batch no # 03.  
Contract Package No : CVT/Shopping-RFQ/22-23/WF-03

**Date: 17<sup>th</sup> Jan 2023**

**Badruddin Ahmed**  
Member Secretary, CEC &  
QOC Committee  
CVT-AEOSIB-SEIP Project

**Al Amin**  
Member, CEC & QOC  
Committee  
CVT-AEOSIB-SEIP Project

**Moni Lal Sarker**  
Convener, CEC & QOC  
Committee  
CVT-AEOSIB-SEIP Project

Approved by  
**NEAZ Mohammad Lattful Doulla**  
Manager  
CENTER FOR VOCATIONAL TRAINING (CVT)

### 1. Description of Procurement:

The CVT-SEIP-AEOSIB Project has been allocated public funds for providing market responsive skills training in the Shipbuilding Sector. According to the business plan of Tranche 3 the reproduction cost **Welding & Fabrication Batch No # 03** Course Materials for per trainee is BDT 12,000 and for 30 Trainee total budget allocation is BDT 3,60,000.00

## 2. Quantity and Unit:

Sl.	Items Name	Specification	Unit Type	Qty.
01.	Mild Steel Plate	Size 4' X 8' X 12mm	Kg.	1600
02.	Welding Electrode	Vortic Marine. 6013, 3.20 mm	Pct.	60
03.	Grinding Disk	4" Star Brand	Pcs	90
04.	Power Wire Brush	4" Osmania Brand	Pcs	30
05.	Chipping Hammer	200 gm Osmania Brand	Pcs	30
06.	Boiler Suite	M, L, & XL KDS Brand	Pcs	30
07.	Helmet	Standred Osmania Brand	Pcs	30
08.	Face Sheild	Standred Osmania Brand	Pcs	30
09.	Clear Glass	4" X 2" X 2mm Osmania Brand	Pcs	120
10.	Dark Glass	4" X 2" X 2mm Osmania Brand	Pcs	60
11.	Safety Shoes	40-43 Bata Shoes	Pair	30
12.	Gloves	Lather Long Osmania Brand	Pair	60
13.	Ear Plug	Standred Osmania Brand	Pair	60
14.	Oxygen Gas	10.60 m3 Per Cylinder Linde Bangladesh Limited	Cylinder	30
15.	Acetylene (LPG) Gas	45kg Per Cylinder Linde Bangladesh Limited	Cylinder	3

### 3. Estimated Total Price:

[illegible]

<b>Total estimated Official Cost</b>	<b>3,60,000.00</b> <b>Without VAT &amp; Tax</b>
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#### **4. Basis of Preparing Official Cost Estimate:**

We have analysis our previous purchase data as well as informally taken unit cost of each category Laptop from different vendors. Unit rates are typically obtained from various purchase of the same products and present market information as well as considered other relevant cost such carrying cost, VAT & TAX, time of delivery period and other relevant overhead cost etc.

Date: 17<sup>th</sup> Jan 2023

## **Cost Estimation Committee (CEC) Meeting**

**For Procurement of Supplying Training Materials for  
Welding & Fabrication, Batch no # 01**

**Under**

**Tranche 3**

**CVT-AEOSIB-SEIP project**

### **Attendance Sheet**

<b>Sl. No.</b>	<b>Name of The Official</b>	<b>Designation With Cell No</b>	<b>Signature</b>
1.	<b>Moni Lal Sarker Admin Center for Vocational Training (CVT)</b>	<b>Convener 0171-5952696</b>	
2.	<b>Badruddin Ahmed Chief Instructor Fitter Division Center for Vocational Training (CVT)</b>	<b>Member Secretary 0181-3895477</b>	
3.	<b>Al Amin Accountant &amp; Procurement Center for Vocational Training (CVT)</b>	<b>Member 0175-4062604</b>	



## **Skills for Employment Invest Program (SEIP)**

**Association of Export Oriented Shipbuilding Industry of Bangladesh (AEOSIB)**

**Centre for Vocational Training (CVT)**

# **Shopping for Goods**

**Package Name : Procurement of Training Materials for Welding & Fabrication Batch No # 03**

**Package No : CVT/Shopping-RFQ/22-23/WF-03**

**CVT-AEOSIB-SEIP Project  
Centre for Vocational Training (CVT)  
Bangabandhu Road, Gouripur, Ashulia, Savar, Dhaka  
Association of Export Oriented Shipbuilding Industries of Bangladesh (AESIB)  
Skills for Employment Investment Program (SEIP)**

# SHOPPING FOR GOODS

## REQUEST FOR QUOTATION (RFQ)

**Project Title** : CVT-AEOSIB-SEIP Project (Tranche-3)  
**Source of Funding** : Association of Export Oriented Shipbuilding Industries of Bangladesh (AEOSIB)  
**Package Name** : Procurement of Training Materials of Welding & Fabrication **Batch No # 03**  
**Package No** : **CVT/Shopping-RFQ/22-23/WF-03**  
**Date of Issue of Request** : **22<sup>nd</sup> Jan 2023**

**To**

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Dear Sir,

The Centre for Vocational Training (CVT) here by requests you to submit price Quotation for the procure of Training Materials CVT-AEOSIB-SEIP Project (Tranche-3) **Welding & Fabrication Batch No # 03** the following items:

SL	Name of Items	Specification	Unit Type	Quantity	Delivery Time & Place
1.	Mild Steel Plate	Size 4' X 8' X 12mm	Kg.	1600	As per the Contract
2.	Vortic Marine.	E-6013, 3.20 mm	Pct.	60	
3.	Grinding Disk	4" Star Brand	Pcs	90	
4.	Power Wire Brush	4" Osmania Brand	Pcs	30	
5.	Chipping Hammer	200 gm Best Quality	Pcs	30	
6.	Boiler Suite	M, L, & XL KDS Brand	Pcs	30	
7.	Helmet	Stand red	Pcs	30	
8.	Face Sheild	Stand red	Pcs	30	
9.	White Glass	4" X 2" X 2mm	Pcs	120	
10.	Dark Glass	4" X 2" X 2mm	Pcs	60	
11.	Safety Shoes	40-43 Bata Shoes	Pair	30	
12.	Gloves	Best Quality Lather Long	Pair	60	
13.	Ear Plug	Best Quality	Pair	60	
14.	Oxygen Gas	10.60 m3 Linde Bangladesh Ltd.	Cylinder	30	
15.	Acetylene (LPG) Gas	45kg Linde Bangladesh Ltd.	Cylinder	3	

(Note: Spare Parts, Tools and Accessories/Manuals/Maintenance Requirements Specify, if applicable.)

If you, however, have been associated with the firm that prepared the design and specific actions of the contract that is subject to this procurement, you shall be disqualified.

1. To assist you in the preparation of your price quotation ween close then necessary technical specification sand required quantities.

2. You must quote for all the items under this request. Price quotations will be evaluated for all the items together and a contract awarded to the firm offering the lowest evaluated total cost of all the items.
3. You shall submit one original of the Price Quotation with the Form of Quotation and clearly marked "Original". **"Training Materials of Welding & Fabrication Batch No # 03"**. In addition, you shall also submit one copy marked as "COPY". In case of any discrepancy between the Original and Copy, the original shall prevail. Quotations received later than the time specified herein shall not be accepted.

Your quotation in the attached for mastheaded signed, sealed in an envelope, and address to and delivered to the following address:

**Purchaser's Manager Address:**

**CVT-AEOSIB-SEIP Project (Tranche-3)  
Centre for Vocational Training (CVT)  
Bangabandhu Road, Gouripur, Ashulia, Savar, Dhaka**

4. Your quotation in duplicate and written in English language, should be accompanied by adequate technical documentation and catalogue(s) and other printed material or pertinent information (in English language) for each item quoted, including names and addresses of firms providing after-sales service facilities in Bangladesh (name of the country).
5. The deadline for receipt of your quotation (s) by the Purchaser at the address indicated in Paragraph is **7<sup>th</sup> Feb 2023 at 4:00PM**.
6. You shall submit only one set of quotations for the above items. Your quotation must be typed or written in indelible ink and shall be signed by you or your authorized representative. Without a signature in your Form of Quotation, your quotation will not be considered further.
7. Your quotation(s) should be submitted as per the following instructions and in accordance with the attached form of Contract. The attached Terms and Conditions of Supply is an integral part of the Contract.

**(i) PRICES:** The prices should be quoted for supply and delivery to CVT-AEOSIB-SEIP Project Office Address: Bangabandhu Road, Gouripur, Ashulia, Savar, Dhaka. Prices shall be quoted in the currency (BDT) of the Purchaser and should inclusive all local taxes, carriage, installation, commissioning as applicable and after sale services for two years if applicable.

- (a) Where there is a discrepancy between amounts in figures and in words, the amount in words will govern.
- (b) Where is a discrepancy between the unit rate and the line-item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted will govern.
- (c) If a Supplier refuses to accept the correction, his quotation will be rejected. In addition to the quoted price, the evaluated price shall include delivered cost and VAT and Tax (VAT) in Bangladesh (Purchaser's country).

**(ii) AWARD OF PURCHASE ORDER.** The award will be made to the bidder offering the lowest evaluated price and that meets the required standards of technical and financial capabilities. The successful bidder will sign a Contract as per attached form of contract and terms and conditions of supply.

**(iii) VALIDITY OF THE OFFER:** Your quotation(s) should be valid for a period of sixty (60) days from the deadline for receipt of quotation(s) indicated in Paragraph 5 of this Request quotation.

- (iv)** If you withdraw your quotation during the validity period and/or refuse to accept the award of a contract when and if awarded, then you will be excluded from the list of suppliers for the project for two years.

Further information can be obtained from:

**Manager**

**CVT-AEOSIB-SEIP Project (Tranche-3)**

**Centre for Vocational Training (CVT)**

**Bangabandhu Road, Gouripur, Ashulia, Savar, Dhaka**

**E-mail: cvtwtc@gmail.com**

**Phone: +88 02730063596, +88 027300663597**

9. The bidder whose quotation has been accepted will be notified of the award of contract through the Letter of Acceptance issued by the Purchaser within 60 days from the date of submission of quotation.
10. The Purchaser intends to apply funds from the Asian Development Bank (ADB) for eligible payments under the Purchase Order resulting from this shopping for Goods/RFQ.
11. Under ADB's Anticorruption Policy bidders shall observe the highest standard of ethics during the procurement and execution of such contracts. ADB will reject a proposal for award, and will impose sanctions on parties involved, if it determines that the bidder recommended for award or any other party, has engaged in corrupt, fraudulent, collusive, or coercive practices in competing for, or in executing, the Contract. At the time of submission of your quotation, you should not be on ADB's sanctions list.
12. Please Confirm by e-mail the receipt of this request and whether you will submit the price quotation(s).

Sincerely,

**Neaz Mohammad Lattful Doulla**

**Manager**

**CVT-AEOSIB-SEIP Project (Tranche-3)**

**Centre for Vocational Training (CVT).**

**\*\*\*To substantiate responsiveness of quotations, please furnish supporting documents/evidence, among others, copies of valid Trade License, Tax Identification Number (TIN), and VAT Registration Certificate, Specification Compliance Sheet as Attachment-1 and Schedule of Quantity Supply and Place of Destination of Materials.**

**\*\*\*To substantiate financial capabilities, please furnish supporting documents/evidence such as Bank Solvency Certificate or Bank Statement.**

## FORM OF QUOTATION

To,  
 Manager  
**CVT-AEOSIB-SEIP Project (Tranche-3)**  
**Centre for Vocational Training (CVT)**  
 Bangabandhu Road, Gouripur, Ashulia, Savar, Dhaka  
 E-mail: [cvtwtc@gmail.com](mailto:cvtwtc@gmail.com)  
 Phone: +880-1730063596 / 01730063597

**Subject: Price Quotation for Procurement of Training Materials of Welding & Fabrication Batch No # 03**

Dear Sir,

We offer to execute the **Package No: CVT/Shopping-RFQ/22-23/WF-03** for the **Training Materials of Welding & Fabrication Batch No # 03** of CVT-AEOSIB-SEIP (Tranche-3) Project in accordance with the Conditions of Contracted company in this Quotation for the Contract Price of **BDT. =**

..... (Amount in words **Taka** .....)  
 ..... We propose to complete the delivery of Goods described in the Contract within the following Delivery Time from the Date of Signing of the Contract.

**Prices (inclusive of local taxes, AIT, Vat etc.) and Schedules for Supply:**

Sl.	Items Name	Specification	Unit Type	Qty.	Unit Rate		Total Amount	Delivery Time & Places
					In Figure	In Words	In Figure In Words	
1	2		3	4	5	6	7	8
01.	Mild Steel Plate	Size 4' X 8' X 12mm	Kg.	1600				As Mentioned in Terms & Conditions
02.	Vortic Marine.	E-6013, 3.20 mm	Pct.	60				
03.	Grinding Disk	4" Star Brand	Pcs	90				
04.	Power Wire Brush	4" Osmania Brand	Pcs	30				
05.	Chipping Hammer	200 gm Best Quality	Pcs	30				
06.	Boiler Suite	M, L, & XL KDS Brand	Pcs	30				
07.	Helmet	Stand red	Pcs	30				
08.	Face Sheild	Stand red	Pcs	30				
09.	White Glass	4" X 2" X 2mm	Pcs	120				
10.	Dark Glass	4" X 2" X 2mm	Pcs	60				
11.	Safety Shoes	40-43 Bata Shoes	Pair	30				
12.	Gloves	Best Quality Lather Long	Pair	60				
13.	Ear Plug	Best Quality	Pair	60				
14.	Oxygen Gas	10.60 m3 Linde Bangladesh Ltd.	Cylinder	30				
15.	Acetylene (LPG) Gas	45kg Linde Bangladesh Ltd.	Cylinder	3				
Total Amount					In figure			
					In words			
Goods to be supplied to		Centre for Vocational Training (CVT), CVT-AEOSIB-SEIP Project (Tranche-3) Bangabandhu Road, Gouripur, Ashulia, Savar, Dhaka.						
Total Amount in Taka (inwords)		Enter the total amount as in Col.8 above for the delivery of goods and related service						
Delivery Offered		Materials should be delivered within 8 days from date of issuing the Purchase Order						

This Quotation and your written acceptance will constitute a binding Contract between us. We understand that you are not bound to accept the lowest or any Quotation you receive.

We hereby confirm that this Quotation complies with the Validity of the Offer and Warranty conditions imposed by the Request for Quotation document and the Terms and Conditions of printing and delivery respectively.

We have not been associated with the firm that prepared the design and specifications of the contract that is subject to this request for quotation.

We are not on the ADB sanctions list.

Authorized Signature :

**Name and Title of Signatory** :

Name of Supplier :

**Address** :

Cell Number :

**E-mail address** :

# FORM OF CONTRACT

THIS AGREEMENT number.....was made on.....between  
The Centre for Vocational Training (CVT). Bangabandhu Road, Gouripur, Ashulia, Savar, Dhaka.  
(Hereinafter called "the Purchaser") on the one part and.....  
.....(Hereinafter called "the Supplier") on the other part.

WHEREAS the Purchaser has requested for quotation for ..... Training Materials  
of Welding & Fabrication **Batch No # 03**) of CVT-AEOSIB-SEIP Project (Tranche-3) to be supplied by  
Supplier. Contract ..... (hereinafter called "Contract") and has accepted the Quotation by the  
Supplier for the supply of goods under Contract at the sum of .....  
.....hereinafter called  
"the Contract Price".

## **NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:**

1. The following documents shall be deemed to form and be read and construed as part of this agreement.
2. a) Form of Quotation; Terms and Conditions of Supply. Technical Specifications.  
b) Addendum (if applicable);
3. Taking into account payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby concludes an Agreement with the Purchaser to execute and complete the supply of goods under the Contract and remedy any defects therein in conformity with the provisions of the Contract.
4. The Purchaser hereby covenants to pay. in consideration of the acceptance of Contract, supply and delivery of the goods and remedying of defects therein, the Contract Price in accordance with Payment Conditions prescribed by the Contract.

IN WITNESS whereof the parties hereto have executed the Contract under the laws of Bangladesh  
(country of Purchaser) on the date indicated above.

**Signature and seal of the Purchaser:**

**For and on behalf of**

**Signature and seal of the Supplier:**

**For and on behalf of**

**NEAZ Mohammed Lattful Doulla Manager  
Centre for Vocational Training (CVT)**

**Name of Authorized Representative**

## **TERMS AND CONDITIONS OF SUPPLY**

**Project Name: CVT-AEOSIB-SEIP Project Tranche-3**

Purchaser : Manager

Centre for Vocational Training (CVT)

Bangabandhu road, Gouripur, Ashulia, Savar,

Dhaka, Bangladesh.

Email: [cvtwtc@gmail.com](mailto:cvtwtc@gmail.com)

Cell: +880-1730063596 / 02730063597.

**Package Name : Procurement of Training Materials for Welding & Fabrication Batch No # 03**

**Package No : CVT/Shopping-RFQ/22-23/WF-03**

### **1. Schedules for Supply and Place for destination**

SL	Name of Items	Specification	Unit Type	Quantity	Delivery Time & Place
1.	Mild Steel Plate	Size 4' X 8' X 12mm	Kg.	1600	As per Terms & Conditions of Goods. (Delivery Schedule)
2.	Vortic Marine.	E-6013, 3.20 mm	Pct.	60	
3.	Grinding Disk	4" Star Brand	Pcs	90	
4.	Power Wire Brush	4" Osmania Brand	Pcs	30	
5.	Chipping Hammer	200 gm Best Quality	Pcs	30	
6.	Boiler Suite	M, L, & XL KDS Brand	Pcs	30	
7.	Helmet	Stand red	Pcs	30	
8.	Face Sheild	Stand red	Pcs	30	
9.	White Glass	4" X 2" X 2mm	Pcs	120	
10.	Dark Glass	4" X 2" X 2mm	Pcs	60	
11.	Safety Shoes	40-43 Bata Shoes	Pair	30	
12.	Gloves	Best Quality Lather Long	Pair	60	
13.	Ear Plug	Best Quality	Pair	60	
14.	Oxygen Gas	10.60 m3 Linde Bangladesh Ltd.	Cylinder	30	
15.	Acetylene (LPG) Gas	45kg Linde Bangladesh Ltd.	Cylinder	3	

**The supply shall include carriage, installation, commissioning as applicable and after sales service/defect liability for one year from the date of commissioning. The supply schedule of the equipment/goods is stated below.**

**Delivery Schedule:**

SL	Name of Items	Specification	Unit Type	Quantity	Delivery Time & Place
1.	Mild Steel Plate	Size 4' X 8' X 12mm	Kg.	1600	To be delivered by <b>20<sup>th</sup> Feb 2023</b> CVT- AEOSIB-SEIP Project Office. Centre for Vocational Training Centre.
2.	Vortic Marine.	E-6013, 3.20 mm	Pct.	60	
3.	Grinding Disk	4" Star Brand	Pcs	90	
4.	Power Wire Brush	4" Osmania Brand	Pcs	30	
5.	Chipping Hammer	200 gm Best Quality	Pcs	30	
6.	Boiler Suite	M, L, & XL KDS Brand	Pcs	30	
7.	Helmet	Stand red	Pcs	30	
8.	Face Sheild	Stand red	Pcs	30	
9.	White Glass	4" X 2" X 2mm	Pcs	120	
10.	Dark Glass	4" X 2" X 2mm	Pcs	60	
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12.	Gloves	Best Quality Lather Long	Pair	60	
13.	Ear Plug	Best Quality	Pair	60	
14.	Oxygen Gas	10.60 m3 Linde Bangladesh Ltd.	Cylinder	30	
15.	Acetylene (LPG) Gas	45kg Linde Bangladesh Ltd.	Cylinder	3	

2. **Fixed Price:** The prices indicated in the Form of Quotation are firm and fixed and not subject to any adjustment during contract performance.
3. **Delivery Schedule:** The delivery should be completed as per above schedule.
4. **Insurance:** The Goods supplied under the Contract shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery. The insurance shall be in an amount equal to 110 percent of the value of the Goods on "All risks" basis.
5. **Applicable Law:** The Contract shall be interpreted in accordance with the laws of the Purchaser's country.
6. **Resolution of Disputes:** The Purchaser and the Supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute between them under or in connection with the Contract. In the case of a dispute between the Purchaser and the Supplier, the dispute shall be settled in accordance with the provisions of the Arbitration Act, 2002 of the Purchaser's country.
7. **Delivery and Documents:** Upon delivery, the Supplier shall provide the following documents to the Purchaser:
  - copies of the Supplier's invoice/bill along with challan showing goods' description, quantity, unit price, and total amount;
  - manufacturer's or supplier's warranty certificate; and
  - certificate of origin if applicable

If goods are coming by courier, supplier shall also provide prior to delivery, copies of documents that will enable Purchaser to receive the goods. The above documents shall be received by the Purchaser at least 3 days arrival of the goods and, if not received, the Supplier shall be responsible for any consequent expenses.
8. **Payment:** Payment of the contract price shall be made in the following manner: 100% payment (excluding AIT and VAT which will be deducted at source by purchaser) made upon receipt by the Purchaser of the delivered goods (payments will be made within 3-5 working days upon

receiving each goods package in full) on site in accordance with the contract agreement as well as others terms and conditions imposed hereby.

9. **Warranty:** If anywhere of the shopping documents mention about the warranty of goods, then Goods offered should be covered by manufacturer's warranty for at least 12 months from the date of delivery to the Purchaser.
10. **Defects:** All defects will be corrected by the Supplier without any cost to the Purchaser within 15 days from the date of notice by Purchaser. The name and address of service facility where the defects are to be corrected by the supplier within the warranty period are:

**Centre for Vocational Training Centre as specified in the Supply Schedule (Place of Destination).**

11. **Force Majeure:** The supplier shall not be liable for penalties or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.  
For purposes of this clause, "Force Majeure" means an event beyond the control of the Supplier and not involving the Supplier's fault or negligence and not foreseeable. Such events may include, but not restricted to, act of Purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.  
If a Force Majeure situation arises, the Supplier shall promptly notify the Purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by Force Majeure event.
12. **Required Technical Specifications:** (As Attachment-A) Supplier confirms compliance with attached specifications.
13. **Failure to Perform:** The Purchaser may cancel the Agreement if the Supplier fails to deliver the Goods, in accordance with the above terms and conditions, in spite of a 7 days' notice given by the Purchaser, without incurring any liability to the Supplier.

Authorized Signature :

**Name and Title of Signatory** :

Name of Supplier :

**Address** :

Cell Number :

**E-mail address** :

## *Letter of Acceptance*

Date: .....

To.

.....  
.....  
.....  
.....

Dear Mr.

This is to notify you that your quotation dated ..... For the execution of the  
**Package Name: Procurement of Welding & Fabricating Training Materials, Batch – 03, Package  
No: CVT/Shopping-RFQ/22-23/WF-03** for the contract price of BDT .....  
(Amount in words: .....  
..... as corrected and modified in accordance with the Request for Quotation has been accepted by us.

You are also requested to sign the attached Form of Contract and commence supply of goods not later than 15 days and ensure the completion of delivery goods within the delivery time specified in the contract.

For and behalf the Purchaser

**Authorize Signature :**

**Name of Signature :**

**Designation :**

# Letter of Authorization

Date: .....

To,

Manager

CVT-AEOSIB-SEIP Project

Centre for Vocational Training (CVT)

Bangabandhu road, Gouripur, Ashulia, Savar,

Dhaka, Bangladesh.

Email: [cvtwtc@gmail.com](mailto:cvtwtc@gmail.com)

**Subject: Letter of Authorization for signing Shopping for Goods/RFQ Documents**

Dear Sir,

With reference to **Package Name: Procurement of Welding & Fabricating Training Materials, Batch – 03, Package No: CVT/Shopping-RFQ/22-23/WF-03**, I give.....

Mr..... Designation: ..... The authority to sign all the relevant and required documents on behalf of our company and process all related actions as per the need.

Given below is identity proof of the person with details and signature for the verification purpose.

<b>Name of Authorized Person</b> :	
<b>Designation of Authorized Person</b> :	
<b>Signature of Authorized Person</b> : 1.	2.

Sincerely,

Authorized Signature :

**Name and Title of Signatory** :

Name of Supplier :

**Address** :

Cell Number :

**E-mail address** :

***Quotation Submission Letter with acceptance of Terms & Conditions for Supply***

**Package No.: CVT/Shopping-RFQ/22-23/WF-03**

**Date:**

To:

Manager  
CVT-AEOSIB-SEIP Project (Tranche-3)  
Centre for Vocational Training (CVT)  
Bangabandhu road, Gouripur, Ashulia  
Savar, Dhak, Bangladesh.

We, the undersigned, offer to supply in conformity with the Terms and Conditions for delivery of the Goods and related services named Procurement of Training Materials for CVT-AEOSIB-SEIP Project Tranche 3, Welding & Fabrication **Batch no: 03**.

**The total Price of our Quotation is BDT-..... (In word Three  
.....)**

**Our Quotation shall remain valid for the period stated in the Shopping for Goods/RFQ Document and it shall remain binding upon us and, may be accepted at any time prior to the expiration of its validity period.**

We declare that we have the legal capacity to enter a contract with you and have not been declared ineligible by the Government of Bangladesh on charges of engaging in corrupt, fraudulent, collusive or coercive practices. Furthermore, we are aware of the Terms and Conditions and pledge not to indulge in such practices in competing for or completion of delivery of Goods.

**We are not submitting more than one Quotation in this RFQ process in our own name or other name or in different names. We understand that the Purchase Order issued by you shall constitute the Contract and will be binding upon us.**

**We have examined and have no reservations to the RFQ Document issued by you on**

We understand that you reserve the right to reject all the Quotations or annul the procurement proceedings without incurring any liability to us.

Signature of Quotational with Seal

Date: