

Terms & Condition

Sealed Quotation should be submitted in the Bid Box -1 Kept in Gr.floor(Reception) located at Save the Children office, House- CWN (A) 35, Road- 43, Gulshan-2 ,Dhaka-1212 addressing: Sr. Manager- Procurement & Supply Chain, Envelop should be marked "Request for Quotation of Renovation Work (Electronics)(REF# RFQ/SCI/BDCO/FY-15/00282)

Completion Time: Works to be completed within 20th July 2015.

Dead Line for Submission: On or before 06/07/2015 by 2:0 PM sharp.

Delivery Place: Save the Children, House# CWN (A) 35, Road# 43, Gulshan-2, Dhaka (Sunday through Thursday from 9.00 AM to 4.00 PM) or as per Instruction of the Save the Children representative.

Price Adjustment: Line item quantity wise quotations to be submitted. Price will be adjusted as per Line item quantity basis, if number of Line item quantity decreases then per unit cost will be fixed accordingly & vice versa.

Payment Mode: Payment will be made through A/C Payee cheque/EFT within 15 working days upon satisfactorily goods received/completion of work and submission of invoice with necessary documents. Original duplicate Delivery challan received by Save the Children representative with name & sign is mandatory document for payment.

Penalty Clause/ Liquidity Damage: The liquidated damage shall be imposed a sum equivalent to 0.5% of the contract price per day delay for first week and 1% for second week onward till final delivery up to a maximum 10% of the contract value. After that period Save the Children reserves the right to cancel the order.

All suppliers/vendors must accept the child safeguarding policy of Save the Children.

Pre-proposal/bid meeting time & date: At 12:00 PM (SHARP) on July 02, 2015 in JAMUNA (GF-M5) Meeting room, Ground Floor of SCI Gulshan office.

Price Validity: Quotation should be valid minimum 30 days from the date of offer submission. Validity should be mentioned in the quotation.

Quality and Inspection: The vendor must maintain the quality of goods as per our required specifications. Inspection will be done against all the mentioned specifications. If any contrary found the goods shall be replaced.

SCI reserves the right to accept or reject in part or full/one or all quotations/offers/proposals without assigning any reason whatsoever.

Scope of Work/Deliverables: As specified in the BOQ.

Technical Queries: For technical queries , Interested firms may contact: Mohammed Juned Ahmed Jewel, Assistant Admin Officer - Mail & Facilities General Administration , Save the Children in Bangladesh, House CWN (A) 35, Road 43, Gulshan 2, Dhaka 1212, Bangladesh , Tel: +88-02-9861690, Fax: +88-02-988 6372, E-mail: jewel.juned@savethechildren.org Mobile: 01782510501

VAT and Tax shall be deducted as per rules of GoB.