

## Request for Quotation for High configuration custom made PC Summary Sheet

Name of the company	Asian University for Women
Procurement Reference Number	1089/22-23
Date of issue of the RFQ	15 <sup>th</sup> June, 2023
Date and Closing Time for RFQ submission	15 <sup>th</sup> July, 2023 (12:01 pm) (GMT +6)
Quotation submission mail address	tender79@auw.edu.bd
Address for Communication	Asian University for Women 20/A M. M. Ali Road Chattogram 4000, Bangladesh Tel: +880-31-285-4980 Fax: +880-31-285-4988

Bidders are invited to submit their proposal in accordance with the enclosed Request for Quotation (RFQ) terms.

AUW reserves the right to reject any or all offers without assigning any reason.

Complete confidentiality should be maintained. Information provided here should be used for its intended scope and purpose. Retention of this RFQ signifies your agreement to treat the information as confidential.

All communication with regard to this request for proposal needs to be directed to AUW directly while in copy of all these communications at the email addresses mentioned in the RFQ mail.

For any further queries can contact in below mail: Primary point of contact for RFQ process and technical queries Mohammed Ishrat Bin Mahbub; Head of Procurement; Email: mohammed.mahbub@auw.edu.bd; Contact Number: +8801926673027; Whatsapp: +8801671470348.

Proposal should be submitted only in the email: tender79@auw.edu.bd

No other AUW email should be in TO/CC/BCC. Any proposal violate this instruction may face the cancellation of their proposal.



# **Objective**

Asian University for Women (AUW) seeks to graduate women who will be skilled and innovative professionals, service-oriented leaders in the businesses and communities in which they will work and live, and promoters of intercultural understanding and sustainable human and economic development in Asia and throughout the world.

## **Requirements**

We, to achieve our objectives, need the following product/services are below: Description of Product/Service: **High configuration custom made PC** 



## MONITOR:

HP M24f Monitor, 23.8 Inch, FHD 1920x1080, IPS, LED, VGA & HDMI, 75 Hz, 3YW, Black, 2E2Y4AA

#### WEB CAM:

Logitech C505 HD Webcam, 720p Video with Noise Reduction Mic, 2Y (960-001370)

### **HEADPHONE:**

Logitech H150 Stereo Headset with Dual 3.5mm Jack, Noise-Cancelling Mic, Blue, 2Y (981-000454)

#### **KEYBOARD & MOUSE:**

LOGITECH USB KEYBOARD & MOUSE

## 1. Information need to be submitted:

- a) Trade license
- b) Company details
- c) Delivery date (At site)
- d) Service Warranty Period
- e) Client Information.
- f) TIN
- g) BIN
- h) Inform VAT/TAX information in the offer
- i) Warranty/Guarantee



# Please note that this offer is subject to the following terms and conditions:

- 1. The quantities mentioned are tentative quantities required and may change at the time of the finalization of the contract/PO.
- 2 AUW reserves the right to award the contract to one or more bidders. Accordingly, the final quantities required will be divided among successful bidders. The quantities so divided will be at the sole discretion of AUW.
- 3. AUW reserves the right to cancel the bidding before or after the receipt of bids or also after the opening of bids and call for fresh bids. AUW also has the right to reject any bid without assigning any reason.
- 4. Bids incomplete in any respect will not be considered.
- 5. Please mention your payment terms in the bid.
- 6. Any query for clarification on the bid can be had from the undersigned latest by 14<sup>th</sup> July, 2023 11:00 am. Please note that any inquiry received from any bidder will be sent to all bidders without disc losing the source of the inquiry.
- 7. The basic rates quoted should be effective until 15th October, 2023