



BCPCL
Bangladesh-China Power Company Ltd.
A Joint Venture of CMC & NWPGL

**REQUEST FOR QUOTATION
FOR**

**Procurement of Cloud Services for DMS (Document Management System) Hosting of Payra
1320MW TPP for 2(Two) years**

**BANGLADESH-CHINA POWER COMPANY LIMITED
(A Joint Venture of CMC and NWPGL)
UTC Building (Level-05), 8 Panthapath,
Kawran Bazar, Dhaka-1215, Bangladesh**

Issued Ref.: BCPCL/ICT/RFQ/2025-26/0520.01

Issued On: May 20, 2026

Submission Deadline: June 01, 2026 on or before 12:00PM.





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To

1. Bangladesh-China Power Company Limited has been allocated funds and intends to apply a portion of the funds to eligible payments under the Contract for which this Quotation Document is issued.
2. Detailed Specifications for the intended Services and Related Supports are available in the office of the Procuring Entity for inspection by the potential Quotationers during office hours on all working days.
3. Quotation shall be prepared and submitted using the 'RFQ Document'.
4. Quotation shall be completed properly, duly signed-dated each page by the authorized signatory and submitted by the date to the office as specified in Para 6 below.
5. No Securities such as Quotation Security (i.e. the traditionally termed Earnest Money, Tender Security) and Performance Security shall be required for submission of the Quotation and delivery of the Goods (if awarded) respectively.
6. Quotation in a sealed envelope or by fax or through electronic mail on or before **June 01, 2026, 12:00PM**. The envelope containing the Quotation must be clearly marked "**Procurement of Cloud Services for DMS (Document Management System) Hosting of Payra 1320MW TPP for 2(Two) years**" and "**DO NOT OPEN before June 01, 2026, 12:30 PM**". Quotations received later than the time specified herein shall not be accepted.
7. Quotations received by fax or through electronic mail shall be sealed-enveloped by the Procuring Entity duly marked as stated in Para 6 above and, all Quotations thus received shall be sent to the Evaluation Committee for evaluation, without opening, by the same date of closing the Quotation.
8. The Procuring Entity may extend the deadline for submission of Quotations on justifiably acceptable grounds duly recorded subject to threshold of ten (10) days.
9. All Quotations must be valid for a period of at least 60 (Sixty) days from the closing date of the Quotation.
10. No public opening of Quotations received by the closing date shall be held.
11. Quotationer's rates or prices shall be inclusive of profit and overhead and, all kinds of taxes, duties, fees, levies, and other charges to be paid under the Applicable Law, if the Contract is awarded.



12. Rates shall be quoted and, subsequent payments under this Contract shall be made in BDT. The price offered by the Quotationer, if accepted shall remain fixed for the duration of the Contract.
13. Quotationer shall have legal capacity to enter into Contract. Quotationer, in support of its qualification shall be required to submit certified photocopies of latest documents related *to updated valid Trade License, Tax Identification Number (TIN), VAT Registration Number* without which the Quotation may be considered non-responsive.
14. Quotations shall be evaluated based on information and documents submitted with the Quotations, by the Evaluation Committee and, at least three (3) responsive Quotations will be required to determine the lowest evaluated responsive Quotations for award of the Contract.
15. In case of anomalies between unit rates or prices and the total amount quoted, the unit rates or prices shall prevail. In case of discrepancy between words and figures the former will govern. In case of quotation submitted on Lump-sum basis, if anomalies found between figures and words, the words will prevail. Quotationer shall remain bound to accept the arithmetic corrections made by the Evaluation Committee.
16. The Service provider must be fully engaged within 03 days of issuing the Purchase Order and must provide the Services in accordance with the Terms and Conditions.
17. The Purchase Order that constitutes the Contract binding upon the Service provider and the Procuring Entity shall be issued within **7 days** of receipt of approval from the Approving Authority.
18. The Procuring Entity reserves the right to reject all the Quotations or annul the procurement proceedings.

Jobayer Ahmed
20/05/2026

(Jobayer Ahmed)
Superintending Engineer (P&D)
Bangladesh-China Power Company Limited
Level#5, UTC Building, 8 Panthapath, Kawran Bazar
Dhaka-1215, Bangladesh

Distribution:

1. Notice Board.
2. Office File.



Quotation Submission Letter

Issued Ref.: BCPCL/ICT/RFQ/2025-26/0520.01

Issued On: May 20, 2026

Superintending Engineer (P&D)

Bangladesh-China Power Company Limited

UTC Building (Level-05), 8 Panthapath, Kawran Bazar,
Dhaka-1215, Bangladesh.

I/We, the undersigned, offer to execute in conformity with the Conditions of Contract for execution of the Works and physical Services named **Procurement of Cloud Services for DMS (Document Management System) Hosting of Payra 1320MW TPP for 2(Two) years.**

The total Price of my/our Quotation is BDT

In Words:

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

I/We declare that I/we have the legal capacity to enter into 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, I/we am/are aware of Para 24 (b) of the Terms and Conditions and pledge not to indulge in such practices in competing for or in executing the works.

I/We am/are not submitting more than one Quotation in this RFQ process in my/our own name or other name or in different names. I/We understand that your written invitation to sign the Contract shall become binding upon us, until a formal Contract is signed.

I/We have examined and have no reservations to the RFQ Document issued by you on **May 20, 2026.**

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



Signature of Quotationer with Seal
Date:

Price Schedule of Services and Related Supports
Issued Ref.: BCPCL/ICT/RFQ/2025-26/0520.01
Issued On: May 20, 2026

Sl.	Description of Work	Unit	Qty	Unit Price in BDT (Including VAT & IT)	Total Price in BDT (Including VAT & IT)
1	2	3	4	5	6
1	Cloud solution CPU 4 Cores RAM 8GB Storage 500GB OS: Linux software: WHM cPanel	Months	24		
Total price Including TAX & VAT					

Total Price Including VAT & IT (in words)	
Service to be ensured to	Department of ICT, BCPCL Corporate Office, UTC building, Level-05, 8 Panthapath, Kawranbazar, Dhaka-1215.
Service Provided	03 (three) days from the date of issuing purchase order

[Insert number] number corrections made by me/us have been duly initialed in this BoQ.

Signature of the Quotationer with Seal	Date:
Name of the Quotationer	

Note:

- Col. 1, 2, 3 & 4 to be filled in by the Procuring Entity and Col. 5 & 6 by the Quotationer.
- Rates or Prices shall include profit and overhead and, all kinds of taxes, duties, fees, levies, and other charges earlier paid or to be paid under the Applicable Law, if the Contract is awarded; including transportation, insurance etc. Whatsoever



Technical Specification of Services and Related Supports

Issued Ref.: BCPCL/ICT/RFQ/2025-26/0520.01

Issued On: May 20, 2026

Sl.	Description of Work	Unit	Qty	Bidder's Technical Offer
<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>
1	Cloud solution CPU 4 Cores RAM 8GB Storage 500GB OS: Linux software: WHM cPanel	Months	24	

Scope of Services and Standards:

1. The service provider must ensure uninterrupted Services.
2. The service provider must keep provisions to provide training to BCPCL to ensure proper understanding and effective use of the platform.



**Conditions of Contract
for
Procurement of Cloud Services for DMS (Document Management System) Hosting of Payra
1320MW TPP for 2(Two) years**

1. Terms and Conditions contained herein shall be binding upon both the Procuring Entity and the Service Provider for the purpose of administration and management of this Contract.
2. Implementation and interpretation of these Terms and Conditions shall, in general, be under the purview of Procurement Procedures of BCPCL.
3. The Service Provider shall have to complete the delivery of Cloud Services for DMS (Document Management System) Hosting of Payra 1320MW TPP in all respects in conformity with the Terms and Conditions.
4. This Agreement shall commence from the date of signing of contract and shall be initially valid for two (2) years. Either party shall give at least three (3) months' notice to the other party to terminate this agreement.
5. The Service Provider shall be entitled to an extension of the Delivery Schedule if the Procuring Entity delays in receiving the Services or if Force Majeure situation occurs or for any other reasons acceptable to the Procuring Entity on justifiable grounds duly recorded.
6. All delivery under the Contract shall at all times be open to examination, inspection, measurements, testing, commissioning, and supervision of the Procuring Entity or his/her authorized representative.
7. The Procuring Entity shall check and verify the delivery made by the Service Provider in conformity with the Technical Specifications and notify the Service Provider of any Defects found.
8. If the Services are found to be defective or otherwise not in accordance with the specifications, the Procuring Entity may reject the supplies by giving due notice to the Service Provider, with reasons.
9. Service Outage which arises due to an incident of interruption or stoppage of Service can be for a maximum of thirty (30) continuous minutes.
10. The Service Provider shall be entirely responsible for payment of all taxes, duties, fees, and such other levies under the Applicable Law.
11. Notwithstanding any other practice, the payment shall be based on the actual delivery of Services on the basis of the quality of Services in accordance with the BoQ. Payment to be made in monthly basis duly signed and accepted by BCPCL ICT department and 100% of the Contract price of the Services shall be paid after whole service is completed accepted and signed by BCPCL ICT department.
12. The Service Provider's rates or prices shall be inclusive of profit and overhead and, all kinds of taxes, duties, fees, levies, and other charges to be paid under the Applicable Law.
13. The total Contract Price is BDT [insert figure] [in words].
14. In case of any billing dispute, BCPCL will specify the reasons in written form and both parties will come to a mutual decision regarding the adjustment of monthly bill or any withhold of payment. If the decision is not resolved within sixty (60) days from the date of written reasoning by BCPCL, any one party may terminate the contract with written notice.
15. The Service Provider shall notify the Procuring Entity three (3) working days in advance of the maintenance event by email or other alternative method. It is the CLIENT's responsibility to inform Service Provider of any changes to their scheduled maintenance point of contact. In case of any unplanned or emergency maintenance, notification is not required. However, the service provider



shall at its best endeavor, attempt to notify if it possesses of information that may lead to requirement for downtime or maintenance services.

16. The service provider has to have 24 hours a day and 7 days a week Contact Centre to attend phone support. However, a service call from procuring entity shall be attended within 30 minutes by service provider if the call is between 9 am to 6 pm during weekdays. For calls made after office hours and on national holidays, the response time may can be relaxed to up to 2 hours.
17. The Service Provider shall remain liable to fulfil the obligations under the Applicable Law.
18. The Service provider shall keep the Procurement Entity harmless and indemnify from any claim, loss of property or life to himself/herself, his/her workmen or staff, any staff of the Procurement Entity or any third party while delivering the Services.
19. Any claim arising out of delivery of Services and related services shall be settled by the Service Provider at his/her own cost and responsibility.
20. BCPCL can notify to increase the bandwidth at any time based on the requirements of BCPCL by giving 1 months' notice to the service provider. The new offer shall be shared with BCPCL prior to the increment of bandwidth and the adjusted price will be billed on forward after approval by BCPCL management.
21. The Procuring Entity may, by written Notice sent to the Service Provider, terminate the Contract in whole or in part at any time, if the Service Provider:
 - a. fails to deliver Services and related services as per Delivery Schedule and Specifications.
 - b. in the judgement of the Procuring Entity, has engaged in any corrupt, fraudulent, collusive or coercive practices in competing for or in delivery of Services and related services.
 - c. fails to perform any other obligation(s) under the Contract.
22. The Procuring Entity and the Service Provider shall use their best efforts to settle amicably all possible disputes arising out of or in connection with this Contract or its interpretation.
23. The Service Provider shall be subject to, and aware of provision on corruption, fraudulence, collusion and coercion with the applicable law.

