



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

**REQUEST FOR QUOTATION**  
**FOR**

**Procurement of Cleaning Materials for O&M Contractor for 6 months at Payra  
1320MW TPP**

**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/Procurement/RFQ/2024-25/1030.01**  
**Issued On: October 30, 2024**





## BANGLADESH-CHINA POWER COMPANY LIMITED

(A Joint Venture of CMC and NWPGL)

UTC Building (Level # 5), 8 Panthapath, Kawran Bazar, Dhaka-1215, Bangladesh  
Phone No. 9143908, 9140757, Web: [www.bcpcl.org.bd](http://www.bcpcl.org.bd), E-mail: [info@bcpcl.org.bd](mailto:info@bcpcl.org.bd)

### REQUEST FOR QUOTATION

for

### Procurement of Cleaning Materials for O&M Contractor for 6 months at Payra 1320MW TPP

Issued Ref.: BCPCL/Procurement/RFQ/2024-25/

Issued On: October 30, 2024

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 goods and related services 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 at [procurement@bcpcl.org.bd](mailto:procurement@bcpcl.org.bd) and should be submitted on or before November 06, 2024, 11:00 AM. The envelope containing the Quotation must be clearly marked "**Procurement of Cleaning Materials for O&M Contractor for 6 months at Payra 1320MW TPP**" and "DO NOT OPEN before November 06, 2024, 11:30 AM". 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 valid Trade License, Tax Identification Number (TIN) and 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 supply of Goods and related services shall be completed within **14 days** from the date of issuing the Purchase Order.
17. The Purchase Order that constitutes the Contract binding upon the Supplier and the Procuring Entity shall be issued within **2 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.

*Rashed*  
30/10/2024

**Rashed Morshed**

Superintending Engineer (Procurement)  
Bangladesh-China Power Company Limited  
UTC Building (Level-05), 8 Panthapath, Kawran Bazar,  
Dhaka-1215, Bangladesh.  
e-mail: rashedmorshed@bcpcl.org.bd

**Distribution:**

1. Notice Board.
2. Office File.



# Quotation Submission Letter

Issued Ref.: BCPCL/Procurement/RFQ/2024-25/ ১০৩০.০১  
Issued On: October 30, 2024

**Superintending Engineer (Procurement)**  
**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 Cleaning Materials for O&M Contractor for 6 months at Payra 1320MW TPP.**

**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 17(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 **October 30, 2024**

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 for Goods and Related Services

Sl. No.	Name of Item	Unit	Qty	Unit Price including VAT & TAX	Total Price including VAT & TAX
1	2	3	4	5	6
1	<b>Mata-Door Long Handle Broom</b> Brush Head Material: Plastic Style: Scourer Usage: Floor	Pcs	100		
2	<b>Long handled dustpan</b> Plastic Dustpan with 32" Handled Long Aluminum Stick Dustpan Size: Length-32inch	Pcs	30		
3	<b>Flat Mop:</b> Brand: Any Quality Cotton – Durable & Super Water Absorber for Efficient Cleaning; Compact Mop with Inbuilt Squeezing Mechanism – No Rusty Risky Handle; Extendable Handle – Adjust Handle to your Height; Twist Handle Knob – Easy Squeezing to remove excess water;	Pcs	150		
4	<b>Mop:</b> Product Type: Stainless steel flat shape floor cleaning cotton mop High quality ABS stainless steel rod, pure cotton mop cloth, pp material grip Size: 24 Inch, 60x16 cm Floor Cleaning	Pcs	150		
5	<b>PVA Floor Cleaning MOP</b> Cleanses dehydrates without power supply Powerful cleaning/absorbing effect	Pcs	20		
6	<b>Brush</b> Item name: Long Handle Floor Brush Brand: Kleen Brush or equivalent Product Type: Floor Brush Main Material: Plastic Attractive Design	Pcs	40		
7	<b>Toilet brush</b> Product Size: length about 49CM Color: Purple , Brown, green etc. Material: Plastics Applicable to: household cleaning Base size: 15X15CM Basic toilet brush set with plastic handle	Pcs	50		
8	<b>Long Handle Glass Wiper</b> Usage: Window Feature: Eco-Friendly	Pcs	20		



Sl. No.	Name of Item	Unit	Qty	Unit Price including VAT & TAX	Total Price including VAT & TAX
1	2	3	4	5	6
	Color: Pink & Blue etc Material: stainless steel +sponge +PP Size:37.5cm x 1.6cm x 94cm				
9	<b>Microfiber cleaning feather Duster</b>	Pcs	50		
10	<b>Glass Spray Cleaner Glass Scraper Cleaning Tools Tile Windows Glass Wiper Clean The Window Device</b> Type: Cleaning Tools Material: Plastic Colour: Random Size: 25.8*30cm	Set	10		
11	<b>Water bucket</b> Deluxe Bucket 30 Liters Brand: RFL or Equivalent Capacity: 30 Liters (approximate)	Pcs	10		
12	<b>Rubber gloves</b> Material: Nylon	Pcs	100		
13	<b>Long Latex Rubber Kitchen Hand gloves</b> Material: Latex Size: Regular Color: Multicolor Special Feature: Allergy Free	Pcs	180		
14	<b>Duster</b> Ultra soft material & scratch free absorbent & lint free tackle versatile cleaning jobs reusable & long lasting	Pcs	100		
15	<b>Dishwashing liquid</b> Vim Liquid or Equivalent Net Weight: 500g.	Bottle	150		
16	<b>Detergent</b> Bright Clean Technology 1Kg Packet	Kg	150		
17	<b>Handwash</b> Sanitizing Hand Wash (Marigold) - 200 ml Spencil or Equivalent	Pcs	100		
18	<b>Aerosol</b> 800ml ACI or Equivalent	Pcs	60		
19	<b>Toilet cleaner liquid</b> 1 L bottle Harpic or Equivalent	Bottle	80		
20	<b>Air freshener</b> Product Type: Air Freshener Spray. Capacity: 300 ml Fragrance: Jasmine or lemon or orange	Pcs	50		



Sl. No.	Name of Item	Unit	Qty	Unit Price including VAT & TAX	Total Price including VAT & TAX
1	2	3	4	5	6
21	<b>Bathroom Air Freshener</b> Product Type: Air Freshener. Capacity: 50gmX4 Brand: Orchid	Pcs	50		
22	<b>Flushmatic Marine In-Cistern Toilet Cleaner Block</b> Block 50 gm	Pcs	50		
23	<b>Naphthalene color Balls</b> 12 Pcs Packet Color: Multi-Color Uses: Wardrobe, Kitchen, Urinal, Book Shelf Anti-Insect, Anti-Moth	Bag	10		
24	<b>Garbage Bag:</b> Material: Polythene Size: 50cm*50cm Suitable for packing up to 20kg of mass	Kg	20		
25	<b>Mousetrap</b> Standard size Made of Stainless Steel	Pcs	10		
26	<b>Cockroach Medicine</b> 10 pcs English green leaf kill cockroach clear cockroach medicine furniture kitchen cockroach bait	Pcs	50		
27	<b>Soap</b> 100g size	Pcs	100		
<b>Total Price in BDT including VAT &amp; IT</b>					

Total Price Including VAT & IT (in words)	
Goods to be supplied to	Payra 1320MW TPP Site, Dhankhali, Kalapara, Patuakhali.
Delivery Offered	14 days from the date of issuing purchase order

<b>Signature of the Quotationer with Seal</b>	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 the Goods Required




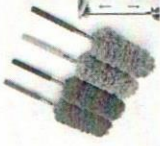


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Sl. No	Technical Specification and Standards for required goods and related services	Full Technical Specification and Standards offered by the Quotationer
1	2	3
1	<p><b>Mata-Door Long Handle Broom</b></p> 	
2	<p><b>Long handled dustpan</b></p> 	
3	<p><b>Flat Mop:</b></p> 	
4	<p><b>Mop:</b></p> 	
5	<p><b>PVA Floor Cleaning MOP</b></p> 	












Sl. No	Technical Specification and Standards for required goods and related services	Full Technical Specification and Standards offered by the Quotationer
1	2	3
6	<b>Brush</b> 	
7	<b>Toilet brush</b> 	
8	<b>Long Handle Glass Wiper</b> 	
9	<b>Microfiber cleaning feather Duster</b> 	
10	<b>Glass Spray Cleaner Glass Scraper Cleaning Tools Tile Windows Glass Wiper Clean The Window Device</b> 	
11	<b>Water bucket</b> 	




Sl. No	Technical Specification and Standards for required goods and related services	Full Technical Specification and Standards offered by the Quotationer
1	2	3
12	<b>Rubber gloves</b> 	
13	<b>Long Latex Rubber Kitchen Hand gloves</b> 	
14	<b>Duster</b> 	
15	<b>dishwashing liquid</b> 	
16	<b>Detergent</b> 	
17	<b>Handwash</b> 	
18	<b>Aerosol</b> 800ml ACI or Equivalent	
19	<b>Toilet cleaner liquid</b> 1 L bottle Harpic or Equivalent	



Sl. No	Technical Specification and Standards for required goods and related services	Full Technical Specification and Standards offered by the Quotationer
1	2	3
20	<b>Air freshener</b> 	
21	<b>Bathroom Air Freshener</b> 	
22	<b>Flushmatic Marine In-Cistern Toilet Cleaner Block</b> <b>Block 50 gm</b> 	
23	<b>Naphthalene color Balls</b> 	
24	<b>Garbage Bag:</b> 	
25	<b>Mousetrap</b> 	
26	<b>Cockroach Medicine</b> 10 pcs English green leaf kill cockroach clear cockroach medicine furniture kitchen cockroach bait 	



Sl. No	Technical Specification and Standards for required goods and related services	Full Technical Specification and Standards offered by the Quotationer
1	2	3
27	Soap 100g size 	



**Purchase Order**  
for  
**Procurement of Cleaning Materials for O&M Contractor for 6 months at Payra  
1320MW TPP**

Purchase Order No.:

Date:

To:

**Purchase Order Value: BDT**

**Taka in words:**

**Completion date of delivery:**

**Delivery terms:**

- (a) The items shall be supplied as per the instructions and supervision of BCPCL within the above completion date. Failure to supply the items within the completion date.  
 (b) VAT/Taxes, as applicable, shall be deducted at source as per law;  
 (c) Payment shall be made after satisfactory completion of supply and certification of Concerned Authority.  
 (d) Goods shall be delivered as per approved specification.

Hence, you are requested to supply the below mentioned goods on the terms and conditions as stipulated in the Purchase Order.

Sl. No.	Item Description	Unit of Measurement	Qty	Unit Price in BDT (Including VAT & TAX)	Total Price in BDT (Including VAT & TAX)
<b>Total Amount (BDT)</b>					

Thanking you,

By the approval of authority,

**(Rashed Morshed)**  
Superintending Engineer (Procurement)  
Bangladesh-China Power Company Limited  
Level#5, UTC Building, 8 Panthapath, Kawran Bazar  
Dhaka-1215, Bangladesh



**Terms and Conditions**  
**for**  
**Procurement of Cleaning Materials for O&M Contractor for 6 months at**  
**Payra 1320MW TPP**

1. Terms and Conditions contained herein shall be binding upon both the Procuring Entity and the Supplier 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 Supplier shall have to complete the delivery in all respects within **14 days** of issuing the Purchase Order in conformity with the Terms and Conditions.
4. The Supplier shall be entitled to an extension of the Delivery Schedule if the Procuring Entity delays in receiving the Goods and related services or if Force Majeure situation occurs or for any other reasons acceptable to the Procuring Entity on justifiable grounds duly recorded.
5. 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.
6. The Procuring Entity shall check and verify the delivery made by the Supplier in conformity with the Technical Specifications and notify the Supplier of any Defects found.
7. If the Goods 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 Supplier, with reasons.
8. The Supplier shall be entirely responsible for payment of all taxes, duties, fees, and such other levies under the Applicable Law.
9. Notwithstanding any other practice, the payment shall be based on the actual delivery of goods on the basis of the quantity of each item of Goods in accordance with the Priced Schedule and Specifications. 100% of the Contract price of the Goods and related services shall be paid after submission and acceptance of the Delivery Chalan.
10. The Supplier'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.
11. The total Contract Price is BDT **[insert figure] [in words]**.
12. The Supplier shall remain liable to fulfil the obligations under the Applicable Law.
13. The Supplier 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 Goods and related services.
14. Any claim arising out of delivery of Goods and related services shall be settled by the Supplier at his/her own cost and responsibility.
15. No modification to Scope of Supply and no Variations to the quantities ordered shall be permissible under any circumstances.



16. The Procuring Entity contracting shall amend the Contract incorporating required approved changes subsequently introduced to the original Terms and Conditions in line with the applicable law, where necessary.
17. The Procuring Entity may, by written Notice sent to the Supplier, terminate the Contract in whole or in part at any time, if the Supplier:
  - a. fails to deliver Goods 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 goods and related services.
  - c. fails to perform any other obligation(s) under the Contract.
18. The Procuring Entity and the Supplier shall use their best efforts to settle amicably all possible disputes arising out of or in connection with this Contract or its interpretation.
19. The Supplier shall be subject to, and aware of provision on corruption, fraudulence, collusion and coercion with the applicable law.
20. Before sending supplies, the Supplier is requested to conform to the specifications and model as requested by the Procuring Entity also if required show a sample of the items.

