



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 (Phase 1) for 2(Two) years

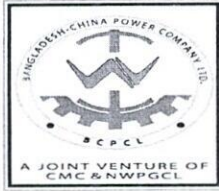
**BANGLADESH-CHINA POWER COMPANY LIMITED
(A Joint Venture of CMC and NWPGL)
UTC Building (Level-05), 8 Panthapath,
Kawran Bazar, Dhaka-1215, Bangladesh**

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 (Phase 1) 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 Supplier 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 Supplier 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.


20/05/2026
Md. Farhadul Islam
Executive Engineer (P&D)
Bangladesh-China Power Company Limited
UTC Building (Level-05), 8 Panthapath, Kawran Bazar,
Dhaka-1215, Bangladesh.
e-mail: farhad@bcpcl.org.bd

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 (Phase 1) 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	Job	01		
Total price Including TAX & VAT					

Total Price Including VAT & IT (in words)	
Goods to be supplied to	Department of ICT, BCPCL Corporate Office, UTC building, Level-05, 8 Panthapath, Kawranbazar, Dhaka-1215.
Delivery Offered	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:

1. Col. 1, 2, 3 & 4 to be filled in by the Procuring Entity and Col. 5 & 6 by the Quotationer.
2. 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
1	2	3	4	5
1	Cloud solution CPU 4 Cores RAM 8GB Storage 500GB OS: Linux software: WHM cPanel	Job	01	

Scope of Services and Standards:

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



**Purchase Order
FOR
Procurement of Cloud Services for DMS (Document Management
System) Hosting of Payra 1320MW TPP (Phase 1) for 2(Two) years**

Purchase Order No. :

Date:

To:

<p>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. BCPCL reserves the right to cancel the Purchase Order in case the supplier fails to supply the items within the stipulated 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.</p>
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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)
Total Amount (BDT)					

Thanking you,

By the approval of authority,

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



Terms and Conditions
for
Procurement of Cloud Services for DMS (Document Management System) Hosting of Payra 1320MW TPP (Phase 1) for 2(Two) years

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 must be fully engaged within 03 days of issuing the Purchase Order and must provide the Services in accordance 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 Services and Related Supports 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 Services are found to be invalid, non-functional, or not aligned with the required specifications, the Procuring Entity may reject the supply by providing written notice to the Supplier with appropriate justification.
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, payment shall be based on the actual delivery and activation of the Services in accordance with the approved quantity listed in the Price Schedule and Specifications. One-time 100% payment shall be made upon submission and acceptance of the Delivery Challan or Work Completion Certificate. The Supplier must submit the invoice within one (01) month of acceptance.
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 Services must be delivered in intact form. Any necessary verification and initial configuration must be completed in the presence of BCPCL's authorized personnel.
13. No retention money shall be deducted. Full payment will be processed upon successful delivery and completion of required activation or configuration tasks.
14. The Supplier shall resolve any license-related issues (e.g., activation problems, mismatches, non-assignable Services) reported by the Procuring Entity within 01 days of receiving notification.
15. If the Supplier has not corrected a Defect within the time specified in the Procuring Entity's notice, the Procuring Entity shall assess the cost of having the Defects corrected by it, and the Supplier shall remain liable to pay the expenditures incurred on account of correction of such Defects.
16. The Supplier shall remain liable to fulfil the obligations under the Applicable Law.



17. The Supplier shall keep the Procuring Entity harmless and indemnify from any claim, loss of property or life to himself/herself, his/her workmen or staff, any staff of the Procuring Entity or any third party while delivering the Services and Related Supports.
18. Any claim arising out of delivery of Services and Related Supports shall be settled by the Supplier at his/her own cost and responsibility.
19. Any claim arising from the delivery, activation, or functionality of the Services and related Services shall be settled by the Supplier at their own cost and responsibility.
20. Any issues or Services disruptions arising from the Supplier's delivery or configuration process shall be remedied by the Supplier at no additional cost to the Procuring Entity.
21. 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.
22. 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 Services and Related Supports 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 Supports.
 - c. fails to perform any other obligation(s) under the Contract.
23. 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.
24. The Supplier shall be subject to, and aware of provision on corruption, fraudulence, collusion and coercion with the applicable law.

