




BANGLADESH SMALL AND COTTAGE INDUSTRIES CORPORATION

398, Tejgaon Industrial Area, Tejgaon, Dhaka, Bangladesh

Website: www.bscic.gov.bd Email: info@bscic.gov.bd

Invitation for Quotation (RFQ)

01.	Assignment Name	Appointment of C&F agent at Benapole Land Port to clear & forward imported Potassium Iodate (KIO_3) and deliver it to BSCIC warehouses.
02.	Source of Fund	Salt Cell Revolving Fund
03.	Quotation No. & Date	36.02.0000.001.08.025.2022/ 440; Date: 03-04-2023
04.	Quotation Method	Request for Quotation Method (RFQ)
05.	Qualification of Quotation Submitter	<ul style="list-style-type: none">• Attested photocopy of valid C&F license from the Customs Authority (Benapole).• Attested photocopy of up-to-date Trade License for working as C&F Agent,• Attested photocopy TIN clearance certificate, NID, VAT registration certificate.• Bank Solvency Certificate and Statement.• Experience Certificate• Official address, Telephone number, Fax number, e-mail ID name and designation of officers and staffs/employees showing the period of their employment in the form of a certificate.
06.	Quotation Documents Receiving Place	Chief Salt Cell BSCIC, 398, Tejgaon Industrial Area, Dhaka-1208.
07.	Quotation Documents Submitting Place	Chief Salt Cell BSCIC, 398, Tejgaon Industrial Area, Dhaka-1208.
08.	Quotation Opening Place	Director's (Promotion & Extension) Office BSCIC, 398, Tejgaon Industrial Area, Dhaka-1208.
09.	Last Date of Quotation Submission	10 th April, 2023; 3:30 pm (GMT+6)
10.	Quotation Opening Time	10 th April, 2023; 4:00 pm (GMT+6)
11.	Quotation validity	30 days from date of offer.
12.	Implementation (Delivery) Time	Within 7 days after the submission of Bill of Entry.
13.	Special Instructions: e) If the quotation opening day is holiday for any reason, it will be opened the next day at the same time. f) VAT & Taxes will be deducted according to government policy. g) The Public Procurement Rules-2008 will be followed during the whole process of the quotation. h) The authority holds all power to nullify any quotation or any part of it without any explanation.	


03/04/2023
Sorwar Hossen
Chief
Salt Cell
BSCIC, Dhaka



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Ref. No.: 36.02.0000.001.08.025.2022/ 440

Date: 03-04-2023

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Sub: Request for Quotation (RFQ) for the appointment of C&F agent at Benapole Land Port to clear & forward imported Potassium Iodate (KIO₃) and deliver it to BSCIC warehouses.

Dear Sir,

Please be informed that Bangladesh Small and Cottage industries Corporation (BSCIC) under Ministry of Industries has been working for the implementation of sustainable Universal Salt Iodization (USI) in Bangladesh to eliminate Iodine Deficiency Disorder from the country. BSCIC regularly procures Potassium Iodate (KIO₃) and supply it to the salt mills for salt fortification. Currently, the procurement of 20 MT Potassium Iodate (KIO₃) is being processed. SO, BSCIC needs a reliable C&F agent who will clear & forward the imported Potassium Iodate (KIO₃) and deliver it to BSCIC warehouses.

Description of the product (as it is going to be imported):

Item	Quantity & Packaging
Potassium iodate (as KIO ₃)- FCC Grade	20 MT (20000kg) 25kg drum (5Kg × 5) <ul style="list-style-type: none">• 5 × 5 Kg net weight metalized laminate bag in poly coated fiber drum• 5 × 5 Kg net weight metalized laminate bag or PE bag in HDPE drum• Shrink wrapped and palletized

Responsibilities of C&F Agent:

The C&F agent is expected to perform clearing, forwarding, delivering (transport) activities. The responsibilities will be as follows:

- To release 20 MT Potassium Iodate (KIO₃) from Benapole Land Port safely. No damage shall be made by C&F Agent. If any, the C&F Agent shall pay for the loss.
- To deliver imported Potassium Iodate (KIO₃) to BSCIC warehouses located in 8 Salt Zones (Dhaka, Narayangonj, Chandpur, Chittagong, Patiya, Cox's Bazar, Khulna & Jhalokathi) of BSCIC.
- Essential documents must be submitted and maintained properly. The C&F Agent will be required to undertake all works in connection with Benapole Land Customs for clearance and dispatch of imports according to the instruction of the authorized officers of BSCIC, Dhaka as and when called upon to do so. They will also undertake the forwarding when required.

Terms of Payment:

- The C&F agent will submit their bill with original invoices after the successful port release & delivery of imported 20 MT Potassium Iodate (KIO_3) to BSCIC warehouses located in 8 Salt Zones of BSCIC.
- The payment will be made upon:
 - C&F Commission
 - Loading-unloading Charge
 - Transportation Cost
 - Miscellaneous & Contingency
- 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. Quotation submitter shall remain bound to accept the arithmetic corrections made by the Evaluation Committee.

Last date of Quotation Submission : 10th April, 2023


Quotation validity : 30 days from date of offer.

Delivery time : Within 7 days after the submission of Bill of Entry.

Necessary Documents :

- Attested photocopy of valid C&F license from the Customs Authority (Benapole).
- Attested photocopy of up-to-date Trade License for working as C&F Agent,
- Attested photocopy TIN clearance certificate, NID, VAT registration certificate.
- Bank Solvency Certificate and Statement.
- Experience Certificate
- Official address, telephone number, fax number, e-mail ID name and designation of officers and staffs/employees showing the period of their employment in the form of a certificate.
- Any quotation submitted without any of the documents mentioned above, will be rejected outright.

The Procuring Entity reserves the right to reject all the Quotations or annul the procurement proceedings.

 03/04/2023

(Sorwar Hossen)

Chief, Salt Cell

&

Deputy General Manager (Extension)

Bangladesh Small & Cottage Industries Corporation (BSCIC)

398, Tejgaon C/A, Dhaka-1208.

E-mail: saltcellbscic@gmail.com

Distribution:

1. BSCIC Website
2. BSCIC Head Office Notice Board
3. Civil Engineering Notice Board
4. Office File

Quotation Submission Letter

[Use Letter-head Pad]

RFQ NO: 36.02.0000.001.08.025.2022/ 440

Date: 03-04-2023

To
Chief, Salt Cell
&
Deputy General Manager
Extension Division
Bangladesh Small & Cottage Industries Corporation (BSCIC)
398, Tejgaon C/A, Dhaka-1208.

I/We, the undersigned, offer to execute in conformity with the Conditions of Contract for execution of the work and physical services of clearing & forwarding imported Potassium Iodate (KIO_3) and delivering it to BSCIC warehouses.

The total price of our Quotation is ...

My/Our Quotation shall remain valid for the period stated in the RFQ document and it shall remain binding upon me/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 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 conditions of the contract and pledge not to indulge in malpractices in competing for or in executing the work.

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 10/04/2023.

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 Quotation Submitter with Seal

Bill of Quantities (BOQ)

Clearing & forwarding and delivering 20 MT Potassium Iodate (KIO₃)

SL. No.	Description	Rate		Total Amount (Tk)
		In Figures	In Words	
1	2	4	5	6
01.	C&F Commission (Product price before tax x %)			
	Up to 1 crore (%)			
	Up to 5 crores (%)			
	Up to 10 crores (%)			
	Above 10 crores (%)			
02.	Loading-unloading Charge (To be mentioned in details)			
03.	Transportation Cost (To be mentioned in details)			
04.	Miscellaneous & Contingency (To be mentioned in details)			
Total (in figure) =				
Total (in words) =				

Signature of the Quotation Submitter with Seal

Date: 30/08/2022



Bill of Quantities (BOQ)

Clearing & forwarding and delivering 20 MT Potassium Iodate (KIO₃)

SL. No.	Description	Rate		Total Amount (Tk)
		In Figures	In Words	
1	2	4	5	6
01.	C&F Commission (Product price before tax x %)			
	Up to 1 crore (%)			
	Up to 5 crores (%)			
	Up to 10 crores (%)			
	Above 10 crores (%)			
02.	Loading-unloading Charge (To be mentioned in details)			
03.	Transportation Cost (To be mentioned in details)			
04.	Miscellaneous & Contingency (To be mentioned in details)			
Total (in figure) =				
Total (in words) =				

Signature of the Quotation Submitter with Seal

Date: 30/09/2017

