**FOR EQUIPMENT AND MACHINERY**

|  |
| --- |
| **COMPANY/FIRM NAME AND ADDRESS** |

No:------------------------------------------------- dated:-----------------------------

To

The Officer-In-Charge

Naval Stores Sub-Depot

Khilkhet Naval Area

Namapara, Dhaka- 1229

**Sub:** **Submission of Offer for supply of ------------------------------------,**

**Ref:** Tender No 23.02.--------------------------------------- dated: ---------------------

Dear Sir,

We are pleased to submit our most competitive price for supply of …….(Item Name)……Qty… as follows:

.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Ser.**  **No** | **Description of items** | | **Deno** | **Qty** | **Unit Price** | **Total Price** | **Remarks** |
| 1. | **Name of Main Item** | |  |  |  |  |  |
|  | |  |  |  |  |  |
|  | |  |  |  |  |  |
| 2. | **Standard Accessories(Separate sheet/s may be attached)** | |  |  |  |  |  |
|  | |  |  |  |  |  |
|  | |  |  |  |  |  |
|  | |  |  |  |  |  |
| 3. | **Spare Parts(Separate sheet/s may be attached)** | |  | ---- | ------ | ---------- | Price Not Included |
|  | |  |  |  |  |  |
| 4. | **Mandatory Items(Separate sheet/s may be attached)** | |  |  |  |  | Copy Attached |
|  | |  |  |  |  |  |
|  | |  |  |  |  |  |
| 5. | **Optional Item(Separate sheet/s may be attached)** | |  |  | ----------- | ---------- | Price Not Included |
|  |  | |  |  |  |  |  |
|  | |  |  |  |  |  |
|  | |  |  |  |  |  |
| 6. | **Installation, Test, Trail, Commissioning** | |  | NA | NA | NA | NA |
| 7. | **Local Training** | |  | NA | NA | NA | NA |
|  | | **Total=---------**  **In Words=Tk.------------------------------------------------Only** | | | | | |

|  |  |  |
| --- | --- | --- |
| **OFFER SUMMERY** | | |
| 1. | Country of origin |  |
| 2. | Manufacturing Country |  |
| 3. | Source of Supply |  |
| 4. | Port of Shipment |  |
| 5. | Consignee |  |
| 6. | Delivery Period |  |
| 7. | Offer Validity |  |
| 8. | Price and Import Duties | Local Currency and Without Import Duties  (In case of Local Market/Ready Stock, Please write Only Local Currency) |

|  |  |  |
| --- | --- | --- |
| **LIST OF PAPERS** | | |
| **Ser. No** | **Description** | **No. of Pages** |
| 1. | Price Offer | 02(two) |
| 2. | Compliance Statement | 07(seven) |
| 3. | Warranty Certificate | 01(one) |
| 4. | Authorization Certificate | 01(one) |
| 5. | List of Spare Parts | 02(two) |
| 6. | List of Optional Items | 02(rwo) |
| 7. | Users List | 05(five) |
| 8. | Brochure/Catalogue | 10(ten) |
| 9. |  |  |
| **Total Pages= 30(Thirty)** | | |

SIGNATUR

NAME AND ADDRESS