



Background

Biman Bangladesh Airlines Ltd is the national flag carrier airline of Bangladesh. Its main hub is at Shahjalal International Airport in Dhaka and it also operates flights from its secondary hubs Shah Amanat International Airport in Chittagong and Osmani International Airport in Sylhet. Biman operates flights at seven (07) domestic stations in Bangladesh as well as fifteen (15) overseas stations. Biman is using MS Exchange Server 2016 for email services under the platform Windows server 2016.

1. Bidder's Eligibility

- i) The Bidder must have 5 years overall experience in IT Solution Industry on MS Windows Server, MS Exchange Server and others.
- ii) The Bidder must submit Tender with the following additional documents:
 - a) Signed/ initialed and stamped in each page of the tender document by the authorized signatory;
 - b) Valid trade license;
 - c) Valid TIN Certificate;
 - d) Valid tax return certificate/Tax Submission Certificate for current year;
 - e) Valid VAT Registration certificate;
 - f) Microsoft's Gold/Silver Partnership Certificate/ Authorization Letter;
 - g) Original letter naming the person authorized to sign on behalf of the Bidder (if required) ;
 - h) The bidder must have 3 (Three) skilled engineers to implement the mentioned product and need to attach certification from the manufacturer (OEM);
 - i) Technical Documents/Brochures, catalogues etc. of the proposed items;

2. Supply of license

Part No	Description	Quantity
381-04398	ExchgStdCAL 2016 SNGL OLP NL UsrCAL	100

3. Scope of Work

Bidder is required to give a proposal for the item as mentioned in above section.

4. Earnest Money

The bidder has to submit 5.0% of quoted price as earnest money in favor of Biman Bangladesh Airlines Ltd along with Request for Proposal (RFP) document through pay order which is refundable.

5. Terms & Conditions

Sealed quotations are invited from the reputed Bidder/Supplier the under following conditions:

- a. The bidders must quote the cost both in figure and words including VAT, Taxes and Others. The Offer must be made in BDT (Bangladeshi Taka).
- b. Biman reserves the right to accept or reject any or all the quotations without arising any reasons whatsoever.
- c. If the bidder submits any wrong information then Biman reserves the right to reject their quotation partially or fully.
- d. The bidder has to provide the license for MS Exchange CAL 2016 which will be used in Biman Premise Balaka data center.
- e. The Bidder must supply license within 10 (Ten) days after getting work order.
- f. If the bidder fails to provide the mentioned item within 10 working days after getting work order, the unrest money will be forfeited.
- g. After successfully running, bill will have to be submitted and processed.
- h. The bidder will be responsible for incorporating the CALs into Biman account which will be used in existing email system.