

TENDER FORM

Terms & Conditions

Tender for Imported Food Stuffs (January to June' 2024)

Ref #: Tender/RBCBV/IFS/18/2023

Date of Issue: 7th Dec'2023

Last Date & Time of Submission: 28/12/2023 at 10.30 AM.

General:

1. Price and contract will be valid for six (6) months from **Jan to Jun'2024**.
2. Interest free earnest money of Tk.300,000/- (for new bidders) (refundable) to be submitted through Pay Order from any schedule Bank in Bangladesh in favor of Sena Hotel Developments Ltd at the time of submitting the Tender which will be kept as security for the successful bidder(s) for the entire tender period. Those who have already deposited this earlier will not require submitting further.
3. Schedule (mentioning the prices) to be submitted back on time mentioned in the notice along with a cover letter on the company's letterhead addressed to the Purchasing Manager.
4. Each and individual page of the schedule must be signed and sealed by the bidder properly.

Price:

5. Price (BDT) to be quoted clearly in Bangladesh Taka in the blank space as per brand/origin/unit/packing size etc. mentioned in the schedule.
6. Price can be offered for a single group but for all the items under a group. Incomplete offer may not be accepted or may be given less priority.
7. Offering of alternative brand/origin/unit/size etc. or any overwriting/cut marks/using white ink (fluid) in the schedule is not allowed or subject to rejection of the tender.
8. Interested bidder(s) can offer alternative brand/origin etc. in their own letterheads addressed to the Purchasing Manager and attach the same with the schedule.
9. Supplier must deliver or be ready to deliver goods as per brand, origin etc. mentioned in the tender result to be issued to supplier accepting his offer; failure to this, RISK PURCHASE policy will be applicable.

Evaluation:

10. Preference will be given in group-wise evaluation. Split method can also be considered in case of abnormal price differences or non-availability of prices.
11. During evaluation and vendor selection, quality of service, commitment, reliability, delivery pattern and the overall performance of the bidder(s) will be considered along with price.

Purchasing Manager

Radisson Blu Chattogram Bay View

SS Khaled Road, Lalkhan Bazar

Chattogram, Bangladesh

T: +880 9612600800, Ext.4114

<https://www.radissonblu.com/en/hotel-chattogram>

CC to: Notice Board of RBCBV



Please visit for tender form & schedule: www.shdltctg.com

Order & Delivery:

12. Purchase Order will be placed (usually) once in a month or as per Hotel's requirement.
13. Authority may require sample of any items before issuing purchase order, if necessary.
14. The successful bidder(s) must be ready to deliver the frozen / chilled / short life goods within 30 days or earlier and dry / canned and others within 60 days from the date of PO or official notification. Another 15 days can be allowed as a grace period, if required, after the original delivery date due to various custom/import formalities.
15. Margarine Portion 10 gm and Butter Portion 10 gm will be ordered every day or as per requirement through Market List Order for Next day delivery.
16. Goods must be delivered strictly as per brand, origin & unit. No part delivery and/or part payment will be allowed unless informed in writing in advance and subject to the entire satisfaction of the service of the supplier.
17. Delivery must be made between 9.00 a.m. to 1.00 p.m. at the receiving counter of the Hotel only.
18. In case of failure to supply of the ordered items within the delivery date one or more of the following actions shall be taken against the supplier:
 - a. 10% shall be deducted from bill as late delivery after 15 days of grace period;
 - b. PO / item shall be cancelled and all or the required item shall be RISK PURCHASED any time after the original delivery date, if required and/or;
 - c. PO shall be cancelled with cancellation of enlistment if supplier is found not abiding by the hotel/purchasing policy repeatedly.

Quality of Goods:

19. Goods must be delivered with minimum 6 months validity except short life items like butter, cheese etc. and the expiry date must be printed by the manufacturer on the label of each item or box or carton.
20. All or any defective/rotten/expired/short expired item shall right be rejected and supplier must replace the rejected items within the time frame specified by the hotel (usually on the same day) at his own cost. In case of failure the RISK PURCHASE policy will be applicable.

Cont. to P/3

Purchasing Manager**Radisson Blu Chattogram Bay View**

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21. If the same defect is found even after receiving the merchandise and it shows that it was pre-defected/rotten and not happened within the hotel after receiving, the supplier shall replace the same within the time designed by the hotel, failing to this, **RISK PURCHASE** policy will be applicable with cancellation of PO/enlistment, if required.

Others:

22. Hygienic conditions must be maintained in handling & supplying food stuffs. Action shall be taken against the supplier(s) who will be found not maintaining hygienic standard repeatedly.
23. Invoice must be submit on the same day of delivery along with delivery challan and VAT paper, if any to the receiving man.
24. Payment will be made from the Accounts Department of the Hotel monthly after deducting AIT, VAT etc. from the bill as per Government rules.
25. The Authority reserves the right to cancel the contract any time if suppliers are found doing any unusual practice.

I/We _____ of _____
hereby agree to abide by the terms and conditions set out herein above. We also agree to maintain a good and regular supply of the awarded items at the price quoted by us under this tender.

The Radisson Blu Chittagong Bay View authority reserve the right to change or cancel the agreement of the tender without assigning any reason whatsoever.

Signature of Bidder/Supplier

Seal:

Date:

Purchasing Manager
Radisson Blu Chattogram Bay View
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Chattogram, Bangladesh
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Purchase Manager

Seal:

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