

Higher Education Quality Enhancement Project (HEQEP)

Promoting and Modernization of Teaching Learning Facilities for Newly Launched Agricultural Economics & Business Studies Faculty of Sylhet Agricultural University (CP#3621)



Request for Quotation Document (National) For Procurement of Goods RFQ (for values up to Tk.0.5 million)

REQUEST FOR QUOTATION
for

Procurement of Books and Journals



Sylhet Agricultural University, Sylhet-3100, Bangladesh

REQUEST FOR QUOTATION : UGC/HEQEP (W-1)/Procurement/G2-11/SAU/CP#3621/2016/210
Contract Package No : G 2
Lot : N/A
Issued on : 14/11/2016



Sylhet Agricultural University, Sylhet, Bangladesh
Office of SPM



*“Promoting and Modernization of Teaching Learning Facilities for Newly Launched
Agricultural Economics & Business Studies Faculty of Sylhet Agricultural University” (CP #
3621)*

Address: Tilagor, Sylhet-3100, Bangladesh Email: mazumdersau@gmail.com;
Cell: +8801199314796; Telephone (Office): 0821-761216

REQUEST FOR QUOTATION

for

Procurement of Books and Journals

Package-G2

RFQ No: UGC/HEQEP (W-1)/Procurement/G2-11/SAU/CP#3621/2016/210

Date: 14/11/2016

To

1. The “Faculty of Agricultural Economics & Business Studies, Sylhet Agricultural University (SAU)” has been allocated public 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 and, Design & Drawings for the intended Goods and related services shall be 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 'Quotation 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 shall be submitted to the office of the undersigned **on or before 21 November, 2016 at 12pm**. The envelope containing the Quotation must be clearly marked “Quotation for Sound system at Conference Set” and **DO NOT OPEN 12.30pm on 21 November, 2016** 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 pursuant to Rule 71 (4) of the Public Procurement Rules, 2008.

November 2016

PG2a (SRFQ)

9. All Quotations must be valid for a period of at least **30 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 Taka currency. 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 valid **Trade License, Tax Identification Number (TIN), VAT Registration Number** and **Financial Solvency Certificate** from any scheduled Bank; 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. Quotationer shall remain bound to accept the arithmetic corrections made by the Evaluation Committee.
16. The supply of Goods and related services shall be completed within **10 days** from the date of issuing the Purchase Order.
17. The Purchase Order that constitutes the Contract binding upon the Supplier and the Procuring Entity shall be issued within 3 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.

Signature of the official inviting Quotation

Name: Professor Dr. Md. Shah Jahan Mazumder

Designation: SPM, HEQEP, Sub-Project (CP#3621), SAU, Sylhet-3100

Date: 14/11/2016

Address: Faculty of Agricultural Economics & Business Studies, Sylhet Agricultural University

Phone No.: 0821- 761216 (Office), +8801619314796 (Cell) Fax No.....

e-mail: mazumdersau@gmail.com

Distribution:

1. Dean, Faculty of Economics & Business Studies, SAU, Sylhet.
2. Director, Planning, Development & Works, and Chairmen, UAIFS, SAU, Sylhet.
3. Website Committee, SAU, Sylhet, (To take action for in SAU website)
4. PS to VC, SAU, Sylhet.
5. Notice Board.
6. Office File.

Quotation Submission Letter

[Use Letter-head Pad]

RFQ No: _____

Date: dd/mm/yy

To:

Professor Dr. Md. Shah Jahan Mazumder

Sub-Project Manager,

HEQEP, Sub-project (CP#3621), SAU, Syllhet-3100

I/We, the undersigned, offer to supply in conformity with the Terms and Conditions for delivery of the Goods and related services named "Books and Journals"

The total Price of my/our Quotation is BDT [insert amount both in figure and 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 21(b) of the Terms and Conditions and pledge not to indulge in such practices in competing for or completion of delivery of Goods.

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 the Purchase Order issued by you shall constitute the Contract and will be binding upon me/us.

I/We have examined and have no reservations to the RFQ Document issued by you on dd/mm/yy

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 for Goods and Related Services

RFQ NO. UGC/HEQEP (W-1)/Procurement/G3/SAU/CP#3621/2016/04

Date: dd/mm/yy

Sl no	Description of Items	Unit of Measurement	Quantity	Unit Rate or Price		Total Amount	Destination for Delivery of Goods
				In figure	In words	In figure In words	
1	3	4	5	6	7	8	9
1.	Marketing Management	Philip Kotler	5				
2.	International Marketing (13 th edition):;	Philop R. Cateora;	5				
3.	Organizational Behavior	Robbins S. P.	5				
4.	Management Information System	Kenneth C. Laudon	5				
5.	Environmental & Natural Resource Economics	Tom Tietenberg	5				
6.	Research Methodology – Methods and Technique:	Kothari C. R.	5				
7.	Marketing Researh – Text and Cases	Harper W. Boyed	2				
8.	Agricultural Marketing in India	S.S. Acharya	2				
9.	Understanding Organization	Richard	2				
10.	Management Accounting	Anthlony A. Atkinson	3				
11.	Agribusiness & Intellectual Property Rights	Gaur	2				
12.	Agribusiness & Market Management	Sharma	2				
13.	Textbook of Agribusiness Management	Audichy	1				
14.	Agribusiness: Management Information System	Gaur	2				
15.	Textbook of Agriculture Marketing & Cooperation	Bhahat	2				
16.	Agricultural Marketing	Bhat	1				
17.	Management Accounting	Atkinson	2				
18.	Methods of Statistics.	K.C.Bhuyan	5				
19.	An Introduction to Statistics and Probability	Islam, M. N.	5				
20.	Introduction to the Theory of Statistics	Mood, A. M., Graybill, F.A. and Boses, D.C.	5				
21.	Fundamentals of Probability and Probability distributions	Roy, M. K.	5				
22.	An Introduction to the Theory of Statistics	Shil, R. N. and Debnath, S. C.	5				
23.	Business Statistics	Gupta, S. P. & Gupta M. P.	5				
24.	Advanced Practical Statistics	Gupta, S. P.	5				

25.	Fundamentals of Mathematical Statistics	Gupta, S.C. and Kapur, V. K.	5				
26.	Sampling Technique.	Cochran, W.G.	5				
27.	An Introduction to Sampling Methods:	Islam, M.N.	5				
28.	Basic Econometrics	Gujarati, D. N.	5				
29.	Introduction to Linear Regression Analysis.	Montgomery, D. C., Peck, E. A. and Vining, G. G.	5				
30.	Design and Analysis of Experiments.	Das, M. N. and Gili, N. C.	5				
31.	An Introduction to Matrices.	Gupta, S. C.	5				
32.	Numerical Mathematical Analysis.	Scarborough, J.B.	5				
33.	Fundamentals of Applied Statistics.	Gupta, S. C. and Kapoor, V. K.	5				
34.	Economics.	Samuelson, P. A. and Nordhous, W. D.	5				
35.	Design and Analysis of Experiments	Montogomary	5				
36.	Linear Programming: Methods and Applications	Gass, S. I.	5				
37.	Operations Research: An Introduction	Taha, H. A.	5				
38.	Stochastic Processes.	Medhi, J.	5				
39.	An introduction to Research Methods	Islam, M. N.	5				
40.	Fundamental of Experimental Design	Bhuiyan M.R.	5				
41.	Introductory Statistics	Mann	5				
42.	Introduction to Quantitative Genetics	Falconer	1				
43.	Biostatistics: A Foundation for Analysis in the Health Sciences	Daniel M.	1				
44.	Econometrics	Johnson, R. A. and Wichern, D. W.	1				
45.	Applied Multivariate Statistical Analysis	Johnson, R. A. and Wichern, D. W.	1				
46.	Applied Multivariate Data Analysis	Everitt B.S.	1				
47.	Sampling Techniques for Forest Inventories.	Daniel M.	1				
48.	Applied Regression Analysis	Draper N.R.	1				
49.	Applied Mathematical Demography (Statics for Biology and Health)	Keyfitz	1				
50.	Practical Nonparametric Statistics	Conover, W	1				

51.	Epidemiologic Research: Ples and Quantitative Methods	Prince	1				
52.	Statistical Methods for Survival Data Analysis	Lee.E.T.	1				
53.	Statistical Models and Methods for Life Time Data	Lawless.J.F.	1				
54.	An Introduction to Multivariate Statistical Analysis	Anderson T.W.	1				
55.	Multivariate Analysis and its Application	Bhuyan K.C.	1				
56.	Applied Statistics for Agricultural Science	Venkatesan	1				
57.	An Introduction to Statistical Science in Agriculture	Finney	3				
58.	Probability and Statistics (for Engineering and the Sciences)	Dukkipati	3				
59.	Modern Economic Theory,	Dewett, K.K. and Chand, A.	5				
60.	Principles of economics	Mankiw, N.G.	5				
61.	Macroeconomics: Theory and Analysis	Ahuja, H.L.	5				
62.	<i>Economics for Developing World,</i>	Todaro, M.P.	5				
63.	Agricultural Economics	Reddy	3				
64.	Agricultural Economics And Agribusiness	Cramer	1				
65.	Global Supply Chains, Standards And The Poor: How The Globalization Of Food Systems And Standards Affects Rural Development And Poverty	Swinnen	1				
66.	Economics	Samuelson	3				
67.	Introduction to Economic Growth	Jones	1				
68.	Agricultural Production	Asimov	3				
69.	Fudamentals of Agricultural Economics	Sadhu	2				
70.	Economics of agriculture	Rane	3				
71.	Some Aspects of Agricultural in a Developing Economy	Chaudhuri	2				
72.	WTO Agreement & Indian Agriculture	Hoda	1				
73.	The next Green Revolution : Essential Steps to a Healthy Sustainable Agriculture	Horne	2				
74.	Economic Challenges to Make South Asia Free from Poverty and Deprivation	Kumar	2				
75.	Sociology	C. N. Shandar Rao	5				
76.	Sociology	Anthonj Giddens	5				
77.	Sociology: A Brief Introduction	Schaefer	2				
78.	Sociology	Horton	2				
79.	Sociology and Anthropology of Economic Life I	Das	2				
80.	Sociology	Shankar Rao	2				

81.	Urbanization and Integrated Economic Development	Sharma	2				
82.	Self Help Groups in Rural Development	Lalitha	2				
83.	Strategies for Rural Development	Ratnam	2				
84.	Social Capital & Sustainable Rural Development	Lalitha	3				
85.	Studies on Agriculture and Rural Development	Alam	4				
86.	Rural Sociology	Raj	4				
87.	Practical Rural Sociology	Chitambar	1				
88.	Principles of Population Studies	Dhende	3				
89.	Sociology	Anthoni	2				
90.	Public Finance	Bhatia, H.L.	5				
91.	Insurance, Principles & Practice	Mishra M.N	5				
92.	Fundamentals of Financial Management	Van Horne,	5				
93.	Financial Management: Text and Cases	Eugene Brigham	5				
94.	Risk and in surance	Azizul huq Chowdhury	5				
95.	Introduction to Economic Growth	Jones	1				
96.	Financial Management	Kulkarni,	2				
97.	Money, Banking & Finance Market	Cecchetti	1				
98.	Research Methodology	C.R. Kothari	2				
99.	Textbook of Agricultural Finance & Cooperation	Warade	1				
100.	Commerical Banks & Agricultural Finance	Narasaiah	1				
101.	Agri-Business & Finance Management	Verma	1				
102.	Essentials of Managerial Finance	Scott Besley	3				
103.	Banking Services for the Poor	Christen	1				
104.	Agricultural Finance by Commerical Banks	Shivaji	2				
105.	Agricultural Finance	Jain	1				
106.	Financial Management	Rajiv srivastava	1				
107.	Agricultural Finance & Management	Pranav	1				
108.	Financial Accounting	Robert Libby	3				
109.	Complete A - Z Economics Handbook	Nancy Wall	3				
110.	Introductory Econometrics for Finance	Brooks	1				
111.	Land and Labour in India	Daniel	2				
112.	Economic Problems of Indian Agriculture	Bansil	2				
113.	Facility Sitting : Risk, Power and Identity in Land Use Planning	Boholm	1				

114.	বাংলাদেশের কৃষি ও গ্রামীণ অর্থনীতি	আবুল কাসেম	4				
115.	Intermediate Accounting	Kieso	3				
116.	Agribusiness : Market & Marketing	Gaur	1				
117.	Economic and Social Issues in Agricultural Biotechnology	Evenson	1				
118.	Public Concerns, Environmental Standards and Agricultural Trade	Brouwer	1				
119.	Survival Models & Data Analysis	Elandt	1				
120.	Biostatistics	Rastogi	2				
121.	Design and Analysis of Experiments	Montgomery	1				
122.	The Statistical Analysis of Time Series	Anderson	1				
123.	Agri-Business & Farm Management: At a Glance	Somani	1				
124.	Agricultural Marketing Management	Sharma	1				
125.	Fundamentals of Agricultural Statistics	Dhamu	2				
126.	Marketing of Agricultural Products	Kohls	2				
127.	Agricultural Marketing	Sawalia Bihari Verma	2				
128.	Rural Marketing Focus on Agricultural inputs	Sukhal Singh	2				
129.	Sampling Techniques for Forest Inventories	Deniel M.	1				
130.	Introduction to Quantitative Genetics.	Falconer D. S.	1				
131.	Applied Regression Analysis Draper	N.R. and Smith. H.					
132.	Applied Mathematical Demography (Staticw for Biology and Health)	kiyfitz	1				
133.	Practical Nonparametric Statistics	Conover W. J.	1				
134.	Econometrics	Maddalags	1				
135.	Biostatistics, A Foundation for Analysis in the Health Sciences.	Daniel. W.	1				
136.	Epidemiologic Research: Principles and Quantitative Methods		1				
137.	Statistical Methods for survival Data Analysis	Lee. E.T.	1				

138.	Statistical Models and Methods for Life time Data	Lawles . J. F.	1				
139.	An Introduction to Multivariate Statistics Analysis	Anderson. T. N.	1				
140.	Multivariate Analysis and Application.	Bhuyan. K. C.	1				
141.	Applied Multivariate Data Analysis	Everitf. B. S.	1				
142.	Applied Multivariate Statistical Analysis	Jonson. R. A.	1				
Total Amount for Supply of Goods and related services (inclusive of VAT and all applicable taxes; see Note 2 below)						In figure	
						In words	

Goods to be supplied to		[insert destination of Goods]
Total Amount in Taka (in words)	[enter the Total Amount as in Col.8 above for the delivery of Goods and related services].	
Delivery Offered	10 working days from date of issuing the Purchase Order]	
Warranty Provided	12 months from date of completion of the delivery; state none if not applicable]	

[insert number] number corrections made by me/us have been duly initialed in this Price Schedule. My/Our Offer is valid

until dd/mm/yy [insert Quotation Validity date].

Signature of Quotationer with Seal	Date: dd'mm/yy
Name of Quotationer	

Note:

1. Col. 1, 2, 3, 4, 5 and 9 to be filled in by the Procuring Entity and Col. 6, 7 & 8 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 up to the point of delivery of Goods and related services in all respects to the satisfaction of the Procuring Entity.

Technical Specification of the Goods Required

SI no	Author	Description of Items / Title	Publisher	Country / Place	Quantity
1	2	3	4	5	6
01	Philip Kotler	Marketing Management			5
02	Philop R. Cateora;	International Marketing (13 th edition);;			5
03	Robbins S. P.	Organizational Behavior			5
04	Kenneth C. Laudon	Management Information System			5
05	Tom Tietenberg	Environmental & Natural Resource Economics			5
06	Kothari C. R.	Research Methodology – Methods and Technique:			5
07	Harper W. Boyed	Marketing Researh – Text and Cases			2
8	S.S. Acharya	Agricultural Marketing in India			2
9	Richard	Understanding Organization			2
10	Anthlony A. Atkinson	Management Accounting			3
11	Gaur	Agribusiness & Intellectual Property Rights			2
12	Sharma	Agribusiness & Market Management			2
13	Audichy	Textbook of Agribusiness Management			1
14	Gaur	Agribusiness: Management Information System			2
15	Bhahat	Textbook of Agriculture Marketing & Cooperation			2
16	Bhat	Agricultural Marketing			1
17	Atkinson	Management Accounting			2
18	K.C.Bhuyan	Methods of Statistics.			5
19	Islam, M. N.	An Introduction to Statistics and Probability			5
20	Mood, A. M., Graybill, F.A. and Boses, D.C.	Introduction to the Theory of Statistics			5
21	Roy, M. K.	Fundamentals of Probability and Probability distributions			5
22	Shil, R. N. and Debnath, S. C.	An Introduction to the Theory of Statistics			5
23	Gupta, S. P. & Gupta M. P.	Business Statistics			5
24	Gupta, S. P.	Advanced Practical Statistics			5
25	Gupta, S.C. and Kapur, V. K.	Fundamentals of Mathematical Statistics			5
26	Cochran, W.G.	Sampling Technique.			5
27	Islam, M.N.	An Introduction to Sampling Methods:			5
28	Gujarati, D. N.	Basic Econometrics			5
29	Montgomery, D. C., Peck, E. A. and Vining, G. G.	Introduction to Linear Regression Analysis.			5
30	Das, M. N. and Gili, N. C.	Design and Analysis of Experiments.			5
31	Gupta, S. C.	An Introduction to Matrices.			5
32	Scarborough, J.B.	Numerical Mathematical Analysis.			5
33	Gupta, S. C. and Kapoor, V. K.	Fundamentals of Applied Statistics.			5
34	Samuelson, P. A. and Nordhous, W. D.	Economics.			5
35	Montgomery	Design and Analysis of Experiments			5

SI no	Author	Description of Items / Title	Publisher	Country / Place	Quantity
36	Gass, S. I.	Linear Programming: Methods and Applications			5
37	Taha, H. A.	Operations Research: An Introduction			5
38	Medhi, J.	Stochastic Processes.			5
39	Islam, M. N.	An introduction to Research Methods			5
40	Bhuiyan M.R.	Fundamental of Experimental Design			5
41	Mann	Introductory Statistics			5
42	Falconer	Introduction to Quantitative Genetics			1
43	Daniel M.	Biostatistics: A Foundation for Analysis in the Health Sciences			1
44	Johnson, R. A. and Wichern, D. W.	Econometrics			1
45	Johnson, R. A. and Wichern, D. W.	Applied Multivariate Statistical Analysis			1
46	Everitt B.S.	Applied Multivariate Data Analysis			1
47	Daniel M.	Sampling Techniques for Forest Inventories.			1
48	Draper N.R.	Applied Regression Analysis			1
49	Keyfitz	Applied Mathematical Demography (Statics for Biology and Health)			1
50	Conover, W	Practical Nonparametric Statistics			1
51	Prince	Epidemiologic Research: Ples and Quantitative Methods			1
52	Lee.E.T.	Statistical Methods for Survival Data Analysis			1
53	Lawless.J.F.	Statistical Models and Methods for Life Time Data			1
54	Anderson T.W.	An Introduction to Multivariate Statistical Analysis			1
55	Bhuyan K.C.	Multivariate Analysis and its Application			1
56	Venkatesan	Applied Statistics for Agricultural Science			1
57	Finney	An Introduction to Statistical Science in Agriculture			3
58	Dukkipati	Probability and Statistics (for Engineering and the Sciences)			3
59	Dewett, K.K. and Chand, A.	Modern Economic Theory,			5
60	Mankiw, N.G.	Principles of economics			5
61	Ahuja, H.L.	Macroeconomics: Theory and Analysis			5
62	Todaro, M.P.	Economics for Developing World,			5
63	Reddy	Agricultural Economics			3
64	Cramer	Agricultural Economics And Agribusiness			1
65	Swinnen	Global Supply Chains, Standards And The Poor: How The Globalization Of Food Systems And Standards Affects Rural Development And Poverty			1
66	Samuelson	Economics			3
67	Jones	Introduction to Economic Growth			1
68	Asimov	Agricultural Production			3
69	Sadhu	Fudamentals of Agricultural Economics			2
70	Rane	Economics of agriculture			3
71	Chaudhuri	Some Aspects of Agricultural in a Developing Economy			2
72	Hoda	WTO Agreement & Indian Agriculture			1
73	Horne	The next Green Revolution : Essential Steps to a Healthy Sustainable Agriculture			2

SI no	Author	Description of Items / Title	Publisher	Country / Place	Quantity
74	Kumar	Economic Challenges to Make South Asia Free from Poverty and Deprivation			2
75	C. N. Shandar Rao	Sociology			5
76	Anthonj Giddens	Sociology			5
77	Schaefer	Sociology: A Brief Introduction			2
78	Horton	Sociology			2
79	Das	Sociology and Anthropology of Economic Life I			2
80	Shankar Rao	Sociology			2
81	Sharma	Urbanization and Integrated Economic Development			2
82	Lalitha	Self Help Groups in Rural Development			2
83	Ratnam	Strategies for Rural Development			2
84	Lalitha	Social Capital & Sustainable Rural Development			3
85	Alam	Studies on Agriculture and Rural Development			4
86	Raj	Rural Sociology			4
87	Chitambar	Practical Rural Sociology			1
88	Dhende	Principles of Population Studies			3
89	Anthoni	Sociology			2
90	Bhatia, H.L.	Public Finance			5
91	Mishra M.N	Insurance, Principles & Practice			5
92	Van Horne,	Fundamentals of Financial Management			5
93	Eugene Brigham	Financial Management: Text and Cases			5
94	Azizul huq Chowdhury	Risk and insurance			5
95	Jones	Introduction to Economic Growth			1
96	Kulkarni,	Financial Management			2
97	Cecchetti	Money, Banking & Finance Market			1
98	C.R. Kothari	Research Methodology			2
99	Warade	Textbook of Agricultural Finance & Cooperation			1
100	Narasaiah	Commerical Banks & Agricultural Finance			1
101	Verma	Agri-Business & Finance Management			1
102	Scott Besley	Essentials of Managerial Finance			3
103	Christen	Banking Services for the Poor			1
104	Shivaji	Agricultural Finance by Commerical Banks			2
105	Jain	Agricultural Finance			1
106	Rajiv srivastava	Financial Management			1
107	Pranav	Agricultural Finance & Management			1
108	Robert Libby	Financial Accounting			3
109	Nancy Wall	Complete A - Z Economics Handbook			3
110	Brooks	Introductory Econometrics for Finance			1
111	Daniel	Land and Labour in India			2
112	Bansil	Economic Problems of Indian Agriculture			2
113	Boholm	Facility Sitting : Risk, Power and Identity in Land Use Planning			1
114	আবুল কাসেম	বাংলাদেশের কৃষি ও গ্রামীণ অর্থনীতি			4
115	Kieso	Intermediate Accounting			3
116	Gaur	Agribusiness : Market & Marketing			1
117	Evenson	Economic and Social Issues in Agricultural Biotechnology			1

SI no	Author	Description of Items / Title	Publisher	Country / Place	Quantity
118	Brouwer	Public Concerns, Environmental Standards and Agricultural Trade			1
119	Elandt	Survival Models & Data Analysis			1
120	Rastogi	Biostatistics			2
121	Montgomery	Design and Analysis of Experiments			1
122	Anderson	The Statistical Analysis of Time Series			1
123	Somani	Agri-Business & Farm Management: At a Glance			1
124	Sharma	Agricultural Marketing Management			1
125	Dhamu	Fundamentals of Agricultural Statistics			2
126	Kohls	Marketing of Agricultural Products			2
127	Sawalia Bihari Verma	Agricultural Marketing			2
128	Sukhal Singh	Rural Marketing Focus on Agricultural inputs			2
129	Deniel M.	Sampling Techniques for Forest Inventories			1
130	Falconer D. S.	Introduction to Quantitative Genetics.			1
131	N.R. and Smith. H.	Applied Regression Analysis Draper			
132	kiyfitz	Applied Mathematical Demography (Staticw for Biology and Health)			1
133	Conover W. J.	Practical Nonparametric Statistics			1
134	Maddalags	Econometrics			1
135	Daniel. W.	Biostatistics, A Foundation for Analysis in the Health Sciences.			1
136		Epidemiologic Research: Principles and Quantitative Methods			1
137	Lee. E.T.	Statistical Methods for survival Data Analysis			1
138	Lawles . J. F.	Statistical Models and Methods for Life time Data			1
139	Anderson. T. N.	An Introduction to Multivariate Statistics Analysis			1
140	Bhuyan. K. C.	Multivariate Analysis and Application.			1
141	Everitf. B. S.	Applied Multivariate Data Analysis			1
142	Jonson. R. A.	Applied Multivariate Statistical Analysis			1

I/We declare to supply Goods and related services offered by me/us fully in compliance with the Technical Specifications and Standards mentioned hereinabove

Signature of Quotationer with Seal	Date: dd/mm/yy
Name of Quotationer	

Note:

1. Col. 1, 2, 3 & 4 to be filled in by the Procuring Entity and Col. 5 & 6 by the Quotationer.
2. Specifications are to be filled in by the Procuring Entity. A set of precise and clear specifications is a pre-requisite for Quotations to respond realistically and competitively to the requirements of the Procuring Entity. In the context of competitive Quotations, the specifications shall be prepared to permit the widest possible competition and, at the same time, present a clear statement of the required standards of workmanship, materials, and performance of the Goods and related services to be procured. The specifications should require that all items, materials and accessories to be included or incorporated in the Goods be new, unused and of most recent or current models, and that they include or incorporate all recent improvements in design and materials.
3. Technical Specifications of the Goods and related services shall be in compliance with the requirements of the Procuring Entity specified in this document. Quotationer is required to mention make / model (as applicable) of the Goods offered and must attach the appropriate original printed (if not available copied) literature / brochures for the listed items.



Sylhet Agricultural University, Sylhet, Bangladesh
Office of SPM



“Promoting and Modernization of Teaching Learning Facilities for Newly Launched Agricultural Economics & Business Studies Faculty of Sylhet Agricultural University” (CP # 3621)

Address: Tilagor, Sylhet-3100, Bangladesh Email: mazumdersau@gmail.com;
Cell: +8801199314796; Telephone (Office): 0821-761216

PURCHASE ORDER FOR THE SUPPLY OF GOODS

[insert name of the supplies in brief]

Purchase Order No. _____

Date: dd/mm/yy

RFQ No:UGC/HEQEP (W-1)/ Procurement/G2-11/ SAU/CP#3621/2016/210	Date: dd/mm/yy
To: [name and address of the Supplier]	
Delivery Date: [insert completion date]	Order Value:TK. [insert Contract Price]
Delivery: As per Terms and Conditions	

The Purchaser has accepted your Quotation dated [insert date] for the supply of Goods and related services as listed below and requests that you supply the Goods and related services within the delivery date stated above, in the quantities and units in conformity with the Technical Specifications under the Terms and Conditions as annexed.

ORDER ITEMS
Attached Certified photocopy of approved Priced Schedule for Goods and related services Attached Certified photocopy of approved Technical Specification of the Goods Required Attached Certified photocopy of Terms and Conditions
For the Purchaser:
Signature of the Procuring Entity with name and Designation
Date

Attachments: As stated above

November 2016

PG2a (SRFQ)

Terms and Conditions for Supply of Goods and Payment

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 the Public Procurement Act, 2006 and the Public Procurement Rules, 2008.
3. The Supplier shall have to complete the delivery in all respects within **10 Working** days of issuing the Purchase Order in conformity 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 Goods and related services 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 Goods are found to be defective or otherwise not in accordance with the specifications, the Procuring Entity may reject the supplies by giving due notice to the Supplier, with reasons.
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, the payment shall be based on the actual delivery of goods on the basis of the quantity of each item of Goods in accordance with the Priced Schedule and Specifications. 100% of the Contract price of the Goods and related services shall be paid after submission and acceptance of the Delivery Chalan.
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 Procuring Entity shall retain or in other words deduct from the Payment due to the Supplier, at the rate of five **05** percent of the contract price as security Deposit and kept it until expiration of the Warranty Period.
13. The minimum Warranty Period of the Supplies shall be **12 months** starting from the date of completion of delivery in the form of submission by the Supplier and acceptance by the Procuring Entity, of the Delivery Chalan.
14. The Security deposit shall be returned to the Supplier within twenty one (21) days after expiry of the Warranty Period.
15. The Supplier shall remain liable to fulfil the obligations pursuant to Rule 40 (5) of the Public Procurement Rules, 2008.
16. The Supplier shall keep the Procurement Entity harmless and indemnify from any claim, loss of property or life to himself/herself, his/her workmen or staff, any staff of the Procurement Entity or any third party while delivering the Goods and related services . Any claim arising out of delivery of Goods and related services shall be settled by the Supplier at his/her own cost and responsibility.
17. Damage to the Goods during the Warranty Period shall be remedied by the Supplier at the Supplier's own cost, if the damage arises from the supply and installation by the Supplier.

18. No modification to Scope of Supply and no Variations to the quantities ordered shall be permissible under any circumstances.
19. **The Procuring Entity contracting shall amend the Contract incorporating required approved changes subsequently introduced to the original Terms and Conditions in line with Rules, where necessary.**
20. 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 Goods and related services 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 goods and related services.
 - c. fails to perform any other obligation(s) under the Contract.
21. 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.
22. The Supplier shall be subject to, and aware of provision on corruption, fraudulence, collusion and coercion in Section 64 of the Public Procurement Act, 2006 and Rule 127 of the Public Procurement Rules, 2008.

<p>For the Purchaser:</p> <p>Signature of the Procuring Entity with name and Designation</p>	<p>For the Supplier:</p> <p>Signature of the Supplier with name Designation</p>
<p>Date</p>	<p>Date</p>