

27 March 2019

Smart Technologies (BD) Ltd.
 Yakub South Centre (2nd & 3rd floor)
 156 (new) Mirpur Road, Lake Circus
 Kalabagan, Dhanmondi, Dhaka-1205

Attention: Md. Harun-Ur-Rashid

Subject: Supply order for 1 (One) Unit HP Desktop Computer, 2 (Two) unit Laptop & 2 (Two) unit UPS

Dear Mr. Islam,

We are pleased to inform you that the MRDI procurement committee has selected your organization to supply the above mentioned equipment as per following details:

Desktop:

Item	Specification
Brand	HP
Model	HP ProDesk 400 G5 MT
Processor	Intel® 8 th Generation Core™ i3-8100 processor-(3.6 GHz)
RAM	4 GB 2666 MHz DDR4
Hard Disk	1 TB SATA 7200 RPM 3.5
Mother Board	Intel B360 Express Chipset
Monitor	HP 20.7" LED Monitor
Mouse	HP USB Mouse with a mouse pad
Keyboard	USB Keyboard
VAT & Tax	Including the Price
Price per unit	40,700.00
Other specification	As per submitted quotation

Laptop:

Item	Specification
Brand	HP (HP 14-ck005TU Core i3 8th Gen 15.6" HD Laptop with win 10)
Model	HP Notebook - 15.6-ck0005tu (4JQ33PA)
Processor	Intel® Core™ i3-8130U (2.2 GHz base frequency, up to 4 GHz with Intel® Turbo Boost Technology, 4 MB cache, 2 cores) Memory, standard
RAM	4 GB DDR4
Hard Disk	1 TB 5400 rpm SATA
VAT & Tax	Including the Price
Price per unit	41,000.00
Other specification	As per submitted quotation

Management and Resources Development Initiative (MRDI)

8/19, Sir Syed Road (3rd Floor), Block-A, Mohammadpur, Dhaka-1207

Tel : +880-2-9134717, +880-2-9137147, Fax : Ext-111, E-mail : info@mrdibd.org, bmrdr@yahoo.com, Web : www.mrdibd.org

UPS:

Item	Specification
Brand	Power Pac 1200VA Offline UPS (METAL BODY)
Capacity	1200VA
VAT & Tax	Including the Price
Price per unit	5,000.00
Other specification	As per submitted quotation

You are requested to take necessary steps to supply **1 (One) Unit HP Desktop Computer, 2 (Two) unit Laptop & 2 (Two) unit UPS** with required accessories complying with the following terms & conditions:

1. Smart Technologies (BD) Ltd. will comply with all the terms & conditions of the submitted quotation to us. Requested to check before packing the computer with the specifications mentioned in the work order.
2. Smart Technologies (BD) Ltd. will supply the mentioned equipment in good condition within 03 working days in receipt of the supply order.
3. Total cost will be **Tk. 132,700/-** (Taka One lac thirty two thousand seven hundred) only for one Desktop, two laptop and two UPS with required accessories.
4. MRDI will make payment through A/C payee cheque/Bank transfer within 5 working days after the delivery.
5. MRDI will not be responsible for any damage arising/occurring on carrying, delivery and installation.
6. MRDI will deduct VAT and Tax on the invoice amount and deposit to Government treasury account at the applicable rate.
7. MRDI will have the right to reject the supply order if the specification, terms & conditions are not fulfilled properly, or delivery is not made within the specified time, or the desktop is not in good conditioned.

Thanking you,



Md. Abdul Gofur
Manager, Finance.