

MRDI/2019-2020/310

12 November 2019

**Md. Nayeem Uddin Bhuiyan**  
Sales Executive  
NetStar Private Ltd.  
SR#312/4, BCS Computer City  
IDB Bhaban Agargaon,  
Sher-e-Bangla Nagar, Dhaka-1207

Subject: **Supply order for 5 (Five) Units Laptops**

Dear Mr. Bhuiyan,

We are pleased to inform you that the MRDI procurement committee has selected your organization for supplying 5 (Five) unit laptop as per following details:

Item	Specification
Brand	ASUS
Model	Asus Vivo Book 15X512FJ
Processor	8th Gen Intel Core i5 8265U 1.60GHz
RAM	8 GB DDR4
Hard Disk	SATA 1TB 5400 RPM
Display size	15.6" FHD LED
Windows	10 (64bit)
Graphics	Nvidia MX230 GDDR5
Networking	Wi-Fi, Bluetooth, Card Reader, HD Webcam
Color	Gray
Price per unit	BDT 60,204.00
Price for 5 units	<b>BDT 301,020.00</b>
Tax	Including the Price
Other specification	As per submitted quotation

You are requested to take necessary steps to supply **05 (Five) Units laptops**, with required accessories complying with the following terms & conditions:

1. **NetStar Private Ltd.** will comply with all the terms & conditions of the submitted quotation to us. Requested to check before packing the laptops with the specifications mentioned in the work order as well as in the quotation.
2. **NetStar Private Ltd.** will supply the mentioned equipment in good condition within **19 November, 2019**.
3. Total cost will be **Tk. BDT 301,020/-** (Taka Three lac one thousand twenty) only for five laptops.

**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, bmrdi@yahoo.com, Web : www.mrdibd.org

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 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 laptop is not in good conditioned.

Thanking you,



Md. Abdul Gofur  
Manager, Finance