

Ref. Date: MMBL/HO/CSD/RFQ/2023/10/095 Dated: 26/11/2023

Subject: Request of Quotation (RFQ) Payment card industry data security standard (PCI DSS) Gap Assessment, Remediation & Certification for Modhumoti Bank Limited.

Dear Sir,

Modhumoti Bank Limited wishes to receive bids from a bona fide Service provider (Company / Firm) for Gap Assessment, Remediation & Certification for the Bank on <u>Payment card industry data security standard</u> (<u>PCI DSS</u>). In this connection, we would request you to submit your Technical and financial offer as per MMBL below & attached requirements.

SL.	Scope of Work	Job Type	Price (BDT) including VAT & Tax
1.	Gap Assessment	Onsite	
2.	Managed Service and Remediation Support	Onsite	
3.	QSA Validation Assessment and Certification	Onsite	
Total Price (BDT) Excluding Tax & VAT			

Note: Financial offer should be submitted in different document.

General Terms and Conditions:

- 1) Purchaser's Right: The Purchaser reserves the right to accept/ cancel/ reject any or all offer without assigning any reason. The Purchaser is not obliged to purchase the lowest offer or any offer at all. The Purchaser reserves the right to share the Bidder's response to this RFQ with its advisors and Purchaser Business Units. Purchaser reserves the right to conduct negotiations with one or more Bidder and/or accept the Bid without any negotiations.
- 2) Bid Submission/ Closing Date: The Quotation shall be submitting (Sealed Condition) to the below mentioned Address: Chairman Purchase Committee, in the tender box kept at Front Desk (7th Floor, 94 Gulshan Avenue, Dhaka-1212) of Modhumoti Bank Limited on 26th December, 2023 by 4:00 PM. The Purchaser reserves the right to reject any Quotation submitted after the Closing Date. The Purchaser reserves the right to change the Time schedule at any time.
- 3) Required Content of the Quotation: Quotation must be submitted as per prescribed form as instructed below:
 - Proposal must be addressed for "Chairman Purchase Committee" of Modhumoti Bank Limited.
 - Complete proposal/offer must be signed with date by the authorized representative of the company.
- 4) Quotation Validity: The Quotation shall be valid for 90 calendar days from the Quotation closing date.
- 5) Manipulation or any kind of unusual approach or failure to submit the proposal/offer within stipulated time frame will be treated as "Disqualification" to attend in the bidding.

Commercial Terms and Conditions:

- 1) Price: The quoted price should include applicable VAT and Tax. The rate of VAT and Tax should be mentioned in the quotation and
- 2) All items should be offered in BDT (For any partial items of both projects, whole offer will be rejected).
- 3) Delivery Place: Dhaka, Bangladesh.
- 4) Payment Terms: Payment will be made after Final Acceptance (FAC will be given after successful delivery) & upon submission of the bill with work order & original challan which is duly signed by authorized personnel (Name & Seal, if available). Payment will be made through Bank Account only.
- 5) Price Submission: The bidder shall have to submit the price in the letter head pad.
- 6) The Bidder shall have to submit their proposal as per the format attached with the RFQ. Any proposal not following the format will be considered as disqualify and will not consider for evaluation.



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Other Terms and Conditions

- 1) The quotations and all supporting documents submitted by the bidder shall become the property of the Bank unless the Bank agrees to the bidders' specific requests, in writing, that the quotations and documents be returned or destroyed.
- 2) The bidder shall initiate the project within 15 days after getting the work order.
- 3) The bidder shall quote price including travel cost, accommodation, out of pocket expense, food expenses if any.
- 4) The Bidder shall not enter any subcontracts for any of the work contemplated under this contract without prior written authorization of the Bank.
- 5) The bidder should conduct all the activities onsite in the selected locations of MMBL.
- 6) The Bank authority reserves the right to relax, change or drop any of the terms and conditions of the schedule without any further notice whatsoever.
- 7) The Bank reserves the right to reject any or all quotations or accept any without assigning any reason whatsoever to the bidders.
- 8) The bidder shall function as an independent bidder for the purposes of the Contract and shall not be considered an employee of the Bank for any purpose.
- 9) A Non-Disclosure Agreement (NDA) will be signed between Vendor and Modhumoti Bank Limited before implementation of the project.
- 10) During the Certification Process if any changes in PCI DSS version is announced or a new version is introduced, the vendor will have to incorporate and implement the same (PCI DSS latest version) without any additional cost.

Note: For technical issues, please communicate with MMBL ICT Division.

Shah Md. Humayun Kabir VP & Head of Common Services Division