

## বিজ্ঞপ্তি

এতদ্বারা সংশ্লিষ্ট সকল ব্যবসায়ী/সরবরাহকারী প্রতিষ্ঠান সমূহের মালিকগণকে সদয় অবগতির জন্য জানানো যাচ্ছে যে, খুলনা বিশ্ববিদ্যালয়ের ফিশারিজ এণ্ড মেরিন রিসোর্স টেকনোলজি ডিসিপ্লিনে বাস্তবায়িত প্রকল্প “Development of in-situ Breeding Technology of Prawn (*Macrobrachium rosenbergii*) and Adoption of Sustainable Eco-Friendly Culture of Prawn and Shrimp (*Penaeus monodon*)” ID-031 [Ref KU/FMRT/NATP-2/SP-031/ RFQ/2019/GD<sub>5</sub> এর আওতায় Microbiological media ত্রয় করা হবে। এ প্রেক্ষিতে আত্রহী সংশ্লিষ্ট সকল ব্যবসায়ী/সরবরাহকারী প্রতিষ্ঠান সমূহের মালিকগণকে নিম্নস্বাক্ষরকারীর দপ্তর এবং [www.discipline.ku.ac.bd/fmrt](http://www.discipline.ku.ac.bd/fmrt) হতে সরবরাহকৃত নির্ধারিত RFQ (Request for Quotation) ডকুমেন্ট এর সংশ্লিষ্ট অংশ পূরণ ও স্বাক্ষরসহ আগামী ১২-০৫-২০১৯ইং তারিখ রবিবার দুপুর ১২:০০ ঘটিকার মধ্যে জমা দেওয়ার জন্য অনুরোধ করা হলো। দর পরীক্ষা ও মূল্যায়নের মাধ্যমে সুপারিশকৃত দরদাতার অনুকূলে মালামাল সরবরাহ ও সংযোজন কাজ সম্পন্ন করার জন্য কার্যাদেশ প্রদান করা হবে এবং কাজ সমাপ্তির পর প্রাতিষ্ঠানিক প্যাডে বিলের আবেদন করা হলে কর্তৃপক্ষের সন্তোষজনক বিবেচনায় বিধি মোতাবেক ভ্যাট ও অন্যান্য কর্তন পূর্বক একাউন্ট পে চেকের মাধ্যমে অর্থ পরিশোধ করা হবে।

বিশেষ দ্রষ্টব্য : পূরণকৃত ডকুমেন্টের সাথে নিম্নোক্ত কাগজ পত্রাদির সত্যায়িত কপি সংযুক্ত করতে হবে।


- ১। ভ্যাট রেজিস্ট্রেশন সনদ
- ২। টিআইএন সনদ
- ৩। ট্রেড লাইসেন্স সনদ
- ৪। ব্যাংক কর্তৃক আর্থিক স্বচ্ছলতার সনদ
- ৫। সংশ্লিষ্ট সরবরাহ কাজের অভিজ্ঞতার সনদ

বিতরণঃ

- ১। সংশ্লিষ্ট সকল ব্যবসায়ী/সরবরাহকারী প্রতিষ্ঠান সমূহ।

অনুলিপিঃ

- ১। ডিসিপ্লিন প্রধান, ফিশারিজ এণ্ড মেরিন রিসোর্স টেকনোলজি ডিসিপ্লিন, খুলনা বিশ্ববিদ্যালয়, খুলনা
- ২। খুলনা বিশ্ববিদ্যালয়ের ওয়েব সাইট।
- ৩। ডিসিপ্লিন নোটিশ বোর্ড।
- ৪। অফিস নথি।

  
Dr. Khandaker Anisul Huq  
Principal Investigator  
ARC-NATP 2-PBRG-Project-031, KL  
Development of in-situ, Prawn Culture  
Khulna University, Khulna-9100



**Development of in-situ Breeding Technology of Prawn  
(*Macrobrachium rosenbergii*) and Adoption of Sustainable Eco-  
Friendly Culture of Prawn and Shrimp (*Penaeus monodon*)**

**Standard Request for Quotation Document (National)  
For Procurement of Goods  
(Media for microbiological analysis)**

**[Request for Quotation Method]**

**Package number : GD<sub>5</sub>**

**OFFICE OF THE PRINCIPAL INVESTIGATOR**

**NATP-2, Sub-Project No. 031**

**Fisheries and Marine Resource Technology Discipline  
Khulna University, Khulna-9802**

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**May 2019**

**PGD5(SRFQ)**

## **Guidance Notes on the use of The Request for Quotation Document**

1. These guidance notes have been prepared by the CPTU to assist a Procuring Entity in the preparation of Quotation document, using the Standard Request for Quotation, SRFQ, for the procurement of low value simple, off-the-self, low value Goods and related services. All concerned are advised to refer to the Public Procurement Rules, 2008 issued to supplement the Public Procurement Act, 2006; available on CPTU's website: <http://www.cptu.gov.bd/>. Guidance notes are provided for both the Procuring Entity and the Quotationer.
2. The procurement under Request for Quotation Method (RFQM) shall follow the provisions pursuant to Rules 69 to 73 of the Public Procurement Rules, 2008 in accordance with Section 32 of the Public Procurement Act, 2006. SRFQ is based upon best national practices that have been adapted to suit the particular needs of procurement.
3. The use of SRFQ (**PG1**) applies when a Procuring Entity intends to select a Quotationer (a Supplier) for the Procurement of Goods and related services under RFQ Method (RFQM) pursuant to Rule 69(3) of the Public Procurement Rules, 2008.
4. Pursuant to Rule 71(1) and Rule 71(2) of the Public Procurement Rules, 2008, RFQ shall be invited through letter, Fax and e-mail. RFQ shall not be required to be advertised in the daily newspapers but for the minimum circulation the Procuring Entity shall publish that advertisement in its website (if any), including posting in the Notice Board and, shall send with request for publication to the administrative wing of some other Procuring Entities nearby.
5. Pursuant to Rule 71(3) of the Public Procurement Rules, 2008, RFQ Document shall be issued or made available to potential Quotationers' **free-of-cost**.
6. The time-limit for Request for Quotation shall in no case exceed ten (**10**) days pursuant to Rule 71 (4) of the Public Procurement Rules, 2008.
7. No Securities such as Quotation Security (i.e. the traditionally termed Earnest Money, Tender Security) and Performance Security shall be required pursuant to Rule 70(6) of the Public Procurement Rules, 2008.
8. Submission, Opening and Evaluation of the Quotations shall respectively be dealt with pursuant to Rule 72(1), Rule 72(2) and Rule 73(1) of the Public Procurement Rules, 2008 as specified in RFQ.
9. The criteria for evaluation, pursuant to Rule 70(4) of the Public Procurement Rules, 2008, shall be pre-disclosed.
10. Pursuant to Rule 69(5) of the Public Procurement Rules, 2008 the Quotation for standard off-the-shelf low value readily available Goods and related services shall usually be on '**Unit-Rate**' basis.
11. The specifications of Goods and related services shall be framed pursuant to Rule 29 of the Public Procurement Rules, 2008.
12. Splitting the object of Procurement is not permissible pursuant to Rule 69(4) (ka) of the Public Procurement Rules, 2008.
13. The Procuring Entity shall issue the Purchase Order, pursuant to Rule 73(5) of the Public Procurement Rules, 2008, to the successful Quotationer following recommendations of the Evaluation Committee and approval thereupon of the Approving Authority.
14. The Warranty Period shall usually remain between 3 and 6 months; where applicable.
15. The Procuring Entity shall further be required to maintain the record of procurement proceedings pursuant to Rule 43 of the Public Procurement Rules, 2008.

**Development of in-situ Breeding Technology of Prawn (*Macrobrachium rosenbergii*) and Adoption of Sustainable Eco-Friendly Culture of Prawn and Shrimp (*Penaeus monodon*)**

NATP-2, Sub-Project No. 031  
Fisheries and Marine Resource Technology Discipline  
Khulna University, Khulna-9802

**REQUEST FOR QUOTATION**

For

**[Procurement of Goods GD<sub>5</sub>: Media for microbiological analysis]**

RFQ No: KU/FMRT/NATP-2/SP-031/ RFQ/2019/GD<sub>5</sub>

Date: 05/05/2019

To

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1. The Fisheries and Marine Resource Technology Discipline of Khulna University 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 will 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 03:00 PM, May 12, 2019**. The envelope containing the Quotation must be clearly marked "Quotation for **Procurement of goods GD<sub>5</sub> (Media for microbiological analysis)** and **DO NOT OPEN** before **on or before 03:00 PM, May 12, 2019**. 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.
9. All Quotations must be valid for a period of at least **60 (Sixty) 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 **(a) Trade License, (b) Tax Identification Number (TIN), (c) VAT Registration Number and (d) 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 **21 (Twenty One) 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 (Three) 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: **Dr. Khandaker Anisul Huq**

Designation: Principal Investigator, Sub-Project No. 031(Component 3), NATP-2, BARC

Date: 05/05/2019

Address: Office of the Principal Investigator

Room# 2327

Acharya Jagadish Chandra Bose Academy Bhawan (Academic Building-2)

Fisheries and Marine Resource Technology Discipline

Khulna University, Khulna 9208, Bangladesh

Phone No: +8801914325047

E-mail: [huqka@yahoo.com](mailto:huqka@yahoo.com)

#### Distribution:

1. [CSO, BFRI, Shrimp Research Station, Bagerhat] for information and circulation in their notice board.
2. Head, FMRT Discipline, Khulna University for information and wide circulation.
3. Director, ICT Cell, Khulna University for posting in the website.
4. Notice Board.
5. Office File.

**Quotation Submission Letter**  
**[Use Letter-head Pad]**

**RFQ No:** KU/FMRT/NATP-2/SP-031/ RFQ/2019/GD<sub>5</sub>

**Date:** 05/05/2019

To:

**Dr. Khandaker Anisul Huq**

Designation: Principal Investigator, Sub-Project No. 031(Component 3), NATP-2, BARC

Date: 05/05/2019

Address: Office of the Principal Investigator

Room# 2327

Acharya Jagadish Chandra Bose Academy Bhawan (Academic Building-2)

Fisheries and Marine Resource Technology Discipline

Khulna University, Khulna 9208, Bangladesh

Phone No: +8801914325047

I/We, the undersigned, offer to supply in conformity with the Terms and Conditions for delivery of the Goods and related services named “**Procurement of goods GD5 (Media for microbiological analysis)**”.

The total Price of my/our Quotation is BDT ....in figure.....in word.....

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 **05/05/2019**.

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 Procurement of goods GD5 (Media for microbiological analysis)

RFQ No: KU/FMRT/NATP-2/SP-031/ RFQ/2019/GD<sub>5</sub>

Date: 05/05/2019

Sl no	Item no	Description of Items	Unit of Measurement	Quantity	Unit rate of price		Total Amount	Destination for Delivery of Goods
					In figure	In words		
1	2	3	4	5	6	7	8	9
1	5.1	Barritt's Reagent A for microbiology	kg	1				Office of the Principal Investigator, Room No: 2317, Acharya Jagadish Chandra Bose Academy Bhawan (Academic Building-2), Khulna University, Bangladesh
2	5.2	Ehrlich's solution	kg	1				
3	5.3	Hydrogen peroxide solution 3%, for microbiology	kg	1				
4	5.4	Kovac's reagent for indoles for microbiology	kg	1				
5	5.5	Methyl Red solution	kg	1				
6	5.6	Oxidase Reagent according to Gaby-Hadley A for microbiology	kg	1				
7	5.7	Oxidase Reagent according to Gaby-Hadley B for microbiology	kg	2				
8	5.8	Oxidase Reagent according to Gordon-McLeod for microbiology	kg	2				
9	5.9	Bacteriological agar powder	kg	2				
10	5.10	Alkaline peptone water	kg	2				
11	5.11	Brilliant agar base	kg	1				
12	5.12	Brilliant green bile broth	kg	1				
13	5.13	EMB agar	kg	1				
14	5.14	LB agar	kg	1				
15	5.15	LB broth	kg	1				
16	5.16	MacConkey agar	kg	1				
17	5.17	Nutrient agar	kg	1				
18	5.18	Nutrient broth	kg	2				
19	5.19	Nitrate broth	kg	1				
20	5.20	Phosphate buffer saline	liter	1				
21	5.21	Plate count agar	kg	1				
22	5.22	Typtone water	kg	1				
23	5.23	TCA broth	kg	1				
24	5.24	TCBS agar	kg	1				
25	5.25	Paraformaldehyde	liter	1				
<b>Total Amount for Supply of Goods and related services (inclusive of VAT and all applicable taxes; see Note 2 below)</b>						In Figure		
						In words		
Goods to be supplied to Office of the Principal Investigator, Room No: 2317, Acharya Jagadish Chandra Bose Academy Bhawan (Academic Building-2), Khulna University, Bangladesh.								
Total Amount in Taka (in words)								

Delivery Offered	
Warranty Provided	

*[insert number] number corrections made by me/ us have been duly initialed in this Price Schedule.  
My/ Our Offer is valid until     /     /     \_[insert Quotation Validity date **dd/mm/yy**].*

<b>Signature of Quotationer with Seal</b>	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 Procurement of goods GD5 (Media for microbiological analysis)**

Sl no	Item no	Description of Items	Full Technical Specification and Standards	Country of Origin	Make and Model
1	2	3	4	5	6
1	5.1	Barritt's Reagent A for microbiology	Barritt's Reagent A For detection of acetoin production by bacterial culture. 5.000 gm a-Naphthol (1-Naphthol); 100.000 ml Absolute ethanol.		
2	5.2	Ehrlich's solution	Reagent for urobilinogen; Appearance Light yellow coloured solution with characteristic odour.		
3	5.3	Hydrogen peroxide solution 3%, for microbiology	For microbiology; Density -1.11 g/cm <sup>3</sup> (20 °C); pH value 2 – 4.		
4	5.4	Kovac's reagent for indoles for microbiology	For detecting indole formation by bacteria; clear appearance; Yellow to amber color.		
5	5.5	Methyl Red solution	Dyes, Stains & Indicators; Appearance (Colour) Red.		
6	5.6	Oxidase Reagent according to Gaby-Hadley A for microbiology	For detection of oxidase activity of a bacterial culture along with Gaby-Hadley reagent B; a-Naphthol 1.000 gms Ethanol (98%) 100.000 ml' Appearance Colourless to reddish brown coloured solution.		
7	5.7	Oxidase Reagent according to Gaby-Hadley B for microbiology	For detection of oxidase activity of a bacterial culture along with Gaby-Hadley reagent A; p-aminodimethyl hydrochloride (oxalate) 0.100 gm Distilled water 100.000 ml; Appearance Blackish purple coloured solution.		
8	5.8	Oxidase Reagent according to Gordon-McLeod for microbiology	Used for detection of oxidase activity of a bacterial culture; Appearance (Colour) Black; m; liquid form.		
9	5.9	Bacteriological agar powder	Bacteriological agar is a colloidal substance and a cell wall component, obtained from <i>Rhodospira</i> (marine algae) and <i>Gelidium sp.</i> Agarose combined with agarosectin forms this polysaccharide. It is also called as agar-agar and is a polymer of galactoside. This agar is soluble in boiling water but not in cold water.		
10	5.10	Alkaline peptone water	Alkaline peptone water for microbiology; clear appearance; yellow colour; pH 8.3-8.7; colony count $\geq 1 \times 10^6$ .		
11	5.11	Brilliant agar base	primary plating medium for isolation of Salmonella species; Light yellow to light pink homogeneous free flowing powder appearance; pH 6.70-7.10.		
12	5.12	Brilliant green bile broth	Brilliant green bile broth for the detection and confirmation of coliform bacteria; Appearance Cream to pale green homogeneous free flowing powder; Emerald green coloured, pH : 7.2±0.2 pH 7.00-7.4.		
13	5.13	EMB agar	MBA agar for the detection and isolation of pathogenic <i>Enterobacteriaceae</i> ; clear appearance; reddish-brown to violet-brown colour; pH 6.9-7.3; growth good to very good.		
14	5.14	LB agar	LB agar for microbiology; clear to slightly opalescent appearance; yellowish colour; pH 6.8-7.2; good growth.		
15	5.15	LB broth	LB broth microbiology; clear appearance; yellowish to yellowish-brown colour; pH 6.8-7.2; growth good to very good.		
16	5.16	MacConkey agar	MacConkey agar for the isolation of <i>Salmonella</i> , <i>Shigella</i> , and <i>Coliform</i> bacteria. clear appearance; dark red colour; pH 6.9-7.3.		
17	5.17	Nutrient agar	Nutrient agar acc. FDA-BAM Granu Cult; clear appearance; yellowish to yellowish-brown colour; pH 6.5-6.9; growth		

Sl no	Item no	Description of Items	Full Technical Specification and Standards	Country of Origin	Make and Model
1	2	3	4	5	6
			good to very good.		
18	5.18	Nutrient broth	Nutrient broth acc. ISO 6579, ISO 10273, ISO 21528; clear to slightly opalescent appearance; yellowish-brown colour; pH 6.8-7.2; solidification behavior liquid.		
19	5.19	Nitrate broth	Nitrate broth for detection of nitrate reduction by bacteria; cream to yellow appearance; Light amber colour; pH 6.8-7.2.		
20	5.20	Phosphate buffer saline	Phosphate-buffered saline is a buffer solution commonly used in biological research. It is a water-based salt solution containing disodium hydrogen phosphate, sodium chloride and, in some formulations, potassium chloride and potassium dihydrogen phosphate.		
21	5.21	Plate count agar	Plate Count Agar, also called Standard Methods Agar, is a microbiological growth medium commonly used to assess or to monitor "total" or viable bacterial growth of a sample.		
22	5.22	Typtone water	A rich source of amino acids and peptides recommended for culture media in analytical microbiology and in industrial fermentation. 6.0-7.5 (25 °C, 2% in H2O).		
23	5.23	TCA broth	TCA broth Casein-peptone soymeal-peptone broth for microbiology; clear appearance; yellowish-brown colour; pH 7.1-7.5.		
24	5.24	TCBS agar	TCBS agar for pathogenic Vibrio isolation and cultivation; clear appearance; green-blue colour; pH 8.4-8.8; growth good to very good.		
25	5.25	Paraformaldehyde	Paraformaldehyde is the smallest polyoxymethylene, the polymerization product of formaldehyde with a typical degree of polymerization of 8–100 units. Paraformaldehyde commonly has a slight odor of formaldehyde due to decomposition. Paraformaldehyde is a poly-acetal. Melting point: 120 °C.		

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

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

**Note:**

- Col. 1, 2, 3 & 4 to be filled in by the Procuring Entity and Col. 5 & 6 by the Quotationer.
- 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.
- 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.