



# **Ministry of Public Security**

## **e-NIC Project**

**(National Competitive Bidding)**

### **Bidding Document**

# **Supply, Delivery, Installation and Commissioning of Power and Network Infrastructure for 340 Nos. of DS-DRP units island wide.**

**IFB No : PS/03/PB/PR/05/39/24**

**Ministry of Public Security,  
17<sup>th</sup> Floor, Sri Subhuthipura Road,  
“Suhurupaya”  
Battaramulla.**

**CETIFICATE OF ISSUING OF BID DOCUMENT  
(TO BE FILLED BY THE ISSUING OFFICER AT THE ISSUING TIME)**

01. Name of the Bidder: .....
02. Contract No: PS/03/PB/PR/05/39/24
03. Serial No of Bidding Document: .....
  - a. Issued to: .....
  - b. Address: .....
  - c. Telephone No: ..... Fax No: .....
  - d. Email Address: .....
04. Bidding Document Charges: Rs. 75,000.00
05. Receipt No: .....
06. Number of Copy Issued: .....
07. Authorized Issuing Officers'
  - a. Name: Mr/Mrs./Miss:
  - b. Designation :
08. Issuing Officers'
  - a. Name: .....
  - b. Designation: .....
  - c. Signature: .....
09. Date of Issue: .....
10. Place of Issue: Finance Division, Ministry of Public Security,  
17<sup>th</sup> Floor, "Suhurupaya", Sri Subhuthipura Road, Battaramulla.

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**Democratic Socialist Republic of Sri Lanka  
Ministry of Public Security**

**e-NIC Project  
Department for Registration of Persons**

## **INVITATION FOR BIDS (IFB)**

### **Supply, Delivery, Installation and Commissioning of Power and Network Infrastructure for 340 Nos. of DS-DRP units island wide**

**IFB No: PS/03/PB/PR/05/39/24**

1. On behalf of e-NIC Project, Department for Registration of Persons, Wing B, 10<sup>th</sup> Floor, "Suhurupaya", Sri Subhuthipura Road, Battaramulla, the Chairman of Ministry Procurement Committee invites sealed bids from eligible and qualified bidders established in Sri Lanka for this Procurement. The scope is;
  - Supply, Delivery, Installation and Commissioning of 3kVA UPS – 340 nos.
  - Supply and Delivery of Industrial Type Power Distribution Unit – 700 nos.
  - Electrical & Network wiring – 340 units
  - Re-arranging the furniture and other office setup – 340 units
2. Bidding will be conducted through National Competitive Bidding. (NCB)
3. The interested and eligible bidders may obtain further information from Chief Accountant, Ministry of Public Security through 011-2887697 (ca@pubsec.gov.lk) during working days, **from 9.00 a.m. to 3.00 p.m.** Bid documents can be inspected free of charge at the Finance Division, Ministry of Public Security, 17<sup>th</sup> Floor, "Suhurupaya", Sri Subhuthipura Road, Battaramulla, from **24-10-2024** to **13-11-2024** between 9.00 a.m. and 3.00 p.m. and also through our official website [www.pubsec.gov.lk](http://www.pubsec.gov.lk).

4. The Bidder shall meet the following minimum qualifications criteria to be eligible for award of Contract. The additional details are provided in the Bidding Document.
- a. The bidder shall be a company registered in Sri Lanka for a period of more than **five (05) years**.
  - b. The authorization shall be given to the person who signs the bid and other documents in terms of a Resolution made by the Board of Directors and a subsequent Power of Attorney (POA) registered in Registrar General Department for this Procurement.
  - c. The Bidder shall be **ISO 9001:2015 (Quality Management)** certified.
  - d. The UPS Manufacturer shall be **ISO 9001:2015 and ISO 14001:2015** certified.
  - e. The Industrial Type Power Distribution Unit Manufacturer shall be **ISO 9001:2015** certified.
  - f. The Bidder shall be **CIDA – EM 2** or above certified.
  - g. The Bidder shall be registered under the **Public Contract Act No. 3 of 1987** at the time of bid submission.
  - h. The Bidder shall have proven experience in at least 03 projects of supplying and installation of similar nature of IT/electrical products for the **last five (5) years (2019/2020-2023/2024)**.
  - i. The bidder shall have an average annual turnover of at least **Rs. 825 Million** or above for a period of **last 5 years (2019/2020-2023/2024)**.
  - j. The bidder shall possess a minimum of **Rs. 550 Million** net liquid assets (Current assets – Inventory – Current Liabilities) and / or credit facilities for this project.
  - k. The bidder shall submit the certified copies of Audited Accounts (Profit & Loss Account & Balance Sheet) of the company for the **last 5 years (2019/2020-2023/2024)**.
  - l. The Bidder shall be an Authorized Service Provider of the Original Equipment Manufacturer for offered products. Proof of the same shall be enclosed with the bid together with the contact details of the Original Equipment Manufacturers and if applicable their local agent / distributors. Equipment that are not manufactured/offered by the Bidder himself, Manufacturer's Authorization letters from original manufacturer shall be provided with the bid, separately for UPS, Battery, Monitoring System, Power Distribution Unit and Network Items.
  - m. A local office of manufacture or a separate independent Authorized Distributor other than the Bidder, with after sales warranty support & services for the quoted brands of UPS and Industrial Type Power Distribution Units shall be available in Sri Lanka.

- n. The brand/make proposed by Bidder for UPS shall have a minimum of twenty-five (25) years and for Industrial Type Power Distribution Unit shall have a minimum of ten (10) years of global market presence.
  - o. The Bidder shall have competent technical staff including certified employees of quoted brands for maintenance and support services.
  - p. The Bidder shall have the capacity to provide required continuous services (24 hours and 365 days) to DRP Units island-wide or for any location requested by the purchaser.
  - q. Information regarding any litigation, current or during the last **five (05) years (2020-2024)**, in which the bidder is involved, the parties concerned, and disputed amount shall be submitted.
  - r. The Bidder or its subsidiaries or affiliated companies shall not be blacklisted by any government institution during the last **five (05) years (2020 – 2024)**.
5. A complete set of Bidding Document in English language may be purchased by interested bidders on a submission of a written application to the Accountant, Ministry of Public Security, 17th Floor, “Suhurupaya”, Sri Subhuthipura Road, Battaramulla, during **working days between 9.00 a.m. and 3.00 p.m. from 24-10-2024 to 13-11-2024** upon the payment of a non-refundable fee of **LKR 75,000/=** (Seventy-five thousand rupees). The method of payment will be in cash.
6. Pre Bid Meeting will be held on **04-11-2024 at 02.00 p.m.** at the Auditorium, Ministry of Public Security, 17<sup>th</sup> Floor, “Suhurupaya”, Sri Subhuthipura Road, Battaramulla, Sri Lanka. All interested bidders may participate to the Pre Bid meeting.
7. Sealed Bids addressed to Chairman, Ministry Procurement Committee shall be delivered in duplicate marked as "Original" and "Copy", in one sealed cover to Finance Division, Ministry of Public Security, 17th Floor, “Suhurupaya”, Sri Subhuthipura Road, Battaramulla, **on or before 14-11-2024 at 2.00 p.m.** Bid shall be valid up to **119 days** from the deadline of bids submission or any extended date stipulated by the purchaser. Late bids will be rejected. Bids will be opened soon after closing of bids, in the presence of the bidders or their representatives who choose to attend.
8. The name of the Contract and the IFB Number shall be stated on top left hand corner of the envelope of the bid. All bids shall be accompanied by a bid Security of **LKR 7,500,000/=** (Rupees Seven Million Five Hundred Thousand) issued by any licensed commercial bank operating in Sri Lanka.

**Chairman,  
Ministry Procurement Committee,  
Ministry of Public Security,  
17<sup>th</sup> Floor, “Suhurupaya”,  
Sri Subhuthipura Road,  
Battaramulla.**

## **Section I**

### **INSTRUCTIONS TO BIDDERS (ITB)**

#### **A - General**

ITB shall be read in conjunction with the Section II, Bid Data Sheet (**BDS**), which shall take precedence over ITB

#### **1. SCOPE OF BID**

- 1.1 The purchaser indicated in the Bidding Data Sheet (BDS) issues this Bidding documents for the supply of goods and related services specified in Section V, Schedule of Requirements. The name and identification number of this procurement are specified in the BDS. The name, identification, and number of lots (individual contracts), if any, are provided in BDS.
- 1.2 Throughout these Bidding Document:
  - (a) The term “in writing” means communicated in written form by mail (other than electronic mail) or hand delivered with proof of receipt.
  - (b) If the context so requires, “Singular” means “Plural” and vice versa; and
  - (c) “Day” means calendar day.

#### **2. SOURCE OF FUNDS**

- 2.1 Payments under this contract will be financed by the source as specified in the BDS in Section II

#### **3. ETHICS, FRAUD, AND CORRUPTION**

- 3.1 The attention of the bidders is drawn to the following guidelines of the Procurement Guidelines published by the National Procurement Agency:
  - Parties associated with procurement actions, namely, suppliers/contractors and officials shall ensure that they maintain strict confidentiality throughout the process;
  - Officials shall refrain from receiving any personal gain from any Procurement Action. No gifts or inducement shall be accepted. Suppliers/contractors are liable to be disqualified from the bidding process, if found offering any gift or inducement, which may have an effect of influencing a decision or impairing the objectivity of an official;
- 3.2 The Purchaser requires the bidders, suppliers, contractors and consultants to observe the highest standard of ethics during the procurement and execution of such contracts. In pursuit of this policy;

- (a) “corrupt practice” means the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of a public officials in the procurement process or in contract execution;
- (b) “fraudulent practice” means misrepresentation or omission of facts in order to influence a procurement process or the execution of a contract;
- (c) “collusive practice” means a scheme or arrangement between two or more bidders, with or without the knowledge of the Purchaser to establish bid prices at artificial, noncompetitive levels; and
- (d) “coercive practice” means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the procurement process or affect the execution of a contract.

3.3 If the Purchaser found any unethical practices as stipulated under ITB clause, the Purchaser will reject a bid, if it is found that a Bidder directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for the Contract in question.

#### **4. Eligible Bidders**

- 4.1 All bidders shall possess **legal rights** to supply the Goods & Services under this contract.
- 4.2 A Bidder shall not have a conflict of interest. All bidders found to have conflict of interest shall be disqualified. Bidders may be considered to have a conflict of interest with one or more parties in this bidding process, if they:
  - (a) are or have been associated in the past, with a firm or any of its affiliates which have been engaged by the Purchaser to provide consulting services for the preparation of the design, specifications, and other documents to be used for the procurement of the goods to be purchased under these Bidding Documents; or
  - (b) submit more than one bid in this bidding process. However, this does not limit the participation of subcontractors in more than one bid.
- 4.3 A Bidder that is under a declaration of ineligibility by the Government of Sri Lanka (GOSL) at the date of submission of bids or at the date of contract award shall be disqualified.
- 4.4 Foreign Bidder may submit a bid only if so stated in the BDS

#### **5. Eligible Goods and Related Services**

- 5.1 All Goods& Services supplied under this contract shall be complied with applicable standards stipulated by the Sri Lanka Standards Institute (SLSI). In the absence of such standards, the Goods & Services supplied shall be complied with other internationally accepted standards.



## **B - Contents of Bidding Documents**

### **6. Sections of Bidding Documents**

- 6.1 The Bidding Documents consists of two volumes, which include all the sections indicated below, and shall be read in conjunction with any addendum issued in accordance with ITB Clause 8.

#### Volume I

##### Invitation for Bid

Section I	-	Instructions to Bidders ( <b>ITB</b> )
Section VI	-	General Conditions of Contract
Section VIII	-	Contract Forms

#### Volume 2

Section II	-	Bidding Data Sheet ( <b>BDS</b> )
Section III	-	Evaluation & Qualification Criteria
Section IV	-	Bidding Forms
Section V	-	Schedule of Requirements
Section VII	-	Contract Data

- 6.2 The Bidder is expected to examine all instructions, forms, terms and specifications in the Bidding Documents. Failure to furnish all information or documentation required by the Bidding Documents may result in the rejection of the bid.

### **7. Clarification of Bidding Documents**

- 7.1 A Prospective Bidder requesting any clarification of the Bidding Documents including the restrictiveness of specifications shall contact the Purchaser in writing at the Purchaser's address specified in the **BDS**. The Purchaser will respond in writing to any request for clarification, provided that;
- 7.2 Such request is received **no later than ten (10) days prior to the deadline for submission of bids**. The Purchaser shall forward copies of its response to all those who have purchased the Bidding Documents, including a description of the inquiry but without identifying its source. Shall the Purchaser deem it necessary to amend the Bidding Documents as a result of a clarification, it shall do so following the procedure under ITB Clause 8.

### **8. Amendment of Bidding Documents**

- 8.1 At any time prior to the deadline for submission of bids, the Purchaser may amend the Bidding Documents by issuing addenda.
- 8.2 Any addendum issued shall form a part of the Bidding Documents and shall be communicated in writing to all those who have purchased the Bidding Documents.
- 8.3 To give prospective bidders reasonable time in which to take an addendum into account in preparing their bids, the Purchaser may, at his discretion, extend the deadline for the submission of bids, pursuant to ITB. Sub Clause – 23.2

## **C - Preparation of Bids**

### **9. Cost of Bidding**

9.1 The Bidder shall bear all costs associated with the preparation and submission of his bid and the Purchaser shall not be responsible or liable for those costs.

### **10. Language of Bid**

10.1 The bid, all correspondence and documents relating to the Bid (including supporting documents, printed brochures and literature etc.) exchanged by the Bidder and the Purchaser shall be in English Language.

### **11. Documents Comprising of Bid**

11.1 The **Bid shall comprise** of the following;

- (a) **Bid Submission Form and applicable price schedules**, in accordance with ITB clauses 12, 13 and 15,
- (b) **Bid Security** in accordance with ITB clause 20,
- (c) **Documentary evidence as per requirements** in ITB clauses 18 and 29 that the **Goods and Related Services conform** to the Bidding Documents.
- (d) **Documentary evidence** in accordance with ITB clause 18, which confirm the **Bidder's qualifications to perform the contract** provided that his bid is accepted.  
and
- (e) Other documents, if any, as required by the BDS

### **12. Bid Submission Form and Price Schedules**

12.1 The Bidder shall submit duly signed Bid Submission Form, Price Schedule, Delivery Schedule and Technical Specifications using the forms furnished in Section IV, Bidding Forms and Section V. These forms shall be completed **without any alterations to its format**, and **no substitutes shall be accepted**. All blank spaces shall be filled in with the information requested. Bids deviate from this, **will be treated as non-responsive and rejected**.

### **13. Alternative Bids**

13.1 Alternative bids shall **not be considered**.

### **14. Bid Prices and Discounts**

14.1 The **Bidder shall indicate on the Price Schedule the unit prices and total bid prices** of the goods & services it proposes to supply under the Contract.

- 14.2 Any discount offered against any single item in the price schedule shall be included in the unit price of the item. However, if a Bidder wishes to offer discount as a lot, the Bidder may do so by indicating such amounts appropriately.
- 14.3 If so indicated in ITB Sub – Clause 1.1, bids are being invited for individual contracts (lots) or for any combination of contracts (packages). Unless otherwise indicated in the **BDS**, prices quoted shall correspond to 100% of the items specified for each lot and to 100% of the quantities specified for each item of a lot. Bidders wishing to offer any price reduction (discount) for the award of more than one Contract shall specify the applicable price reduction separately.
- 14.4 (i) Prices indicated in the Price Schedule shall include all duties and sales and other taxes already paid or payable by the Supplier
- (a) on components and raw material used in the manufacture or assembly of goods quoted; or
- (b) on the previously imported goods of foreign origin
- (ii) However, **VAT shall not be included in the price** but shall be indicated separately;
- (iii) **The price for inland transportation, insurance and other related services** to deliver the goods to their final destination;
- (iv) The price of other incidental services
- 14.5 The Prices quoted by the Bidder shall be fixed during the Bidder's performance of the contract and not subject to variation on any account. A **bid submitted with an adjustable price quotation will be treated as non-responsive and rejected**, pursuant to ITB Clause 31.
- 14.6 All lots, if any, and items shall be listed and priced separately in the Price Schedules. If a Price Schedule shows items listed but not priced, their prices shall be **assumed to be included in the prices** of other items.

## **15. Currencies of Bid**

- 15.1 Unless otherwise specified in the BDS, the **Bidder shall quote in Sri Lankan Rupees (LKR)** and payment shall be made only in **Sri Lankan Rupees (LKR)**.

## **16. Documents Establishing the Eligibility of the Bidder**

- 16.1 Bidder shall complete the **Bid Submission Forms** in Section IV of the Bidding Documents to confirm his eligibility as per ITB Clause 4.

## **17. Documents Establishing the Conformity of the Goods and Related Services**

- 17.1 The Bidder shall furnish **documentary evidence** establishing that the Goods & Related Services conform to the technical specifications and standards specified in Section V Schedule of Requirements.
- 17.2 The documentary evidence in the form of literature, drawings, data etc. shall consist of details, item-by-item description (as indicated in Section V, Technical Specifications) of the essential technical and performance characteristics of the Goods and Related Services, **demonstrating substantial responsiveness** of the Goods & Related Services to the technical specifications.
- 17.3 The Bidder shall also furnish a detailed list including quantities, available sources and current prices of spare parts, accessories, special tools etc. necessary for the proper and continuing functions of the Goods during the period, if specified in the BDS from the commencement of the use of the Goods by the Purchaser.

## **18. Documents Establishing the Qualifications of the Bidder**

- 18.1 The **documentary evidence of the Bidder's Qualifications** to perform the contract if his bid is accepted, shall establish to the Purchaser's satisfaction;
- (a) A Bidder that does not develop or produce the Goods or Services offer to supply shall submit the **Authorization of Developer** using the form in Section IV, Bidding Forms to demonstrate that he has been duly authorized by the developer or producer of the Goods to supply the Goods or Services.
- (b) That, if required in the BDS, in case of a Bidder not doing business within Sri Lanka, the Bidder is or will be (if awarded the contract) represented by an Agent in Sri Lanka equipped and able to carry out the supplier's maintenance, repair and spare parts stocking obligations prescribed in the conditions of contract and/or Technical Specifications; and
- (c) That the Bidder meets each of the **qualification criteria** specified in Section III, Evaluation and Qualification Criteria.

## **19. Validity Period of Bids**

- 19.1 Bids shall remain valid until the date specified in the BDS. A **bid valid for a shorter period than the date specified in the BDS shall be rejected by the Purchaser as non-responsive.**
- 19.2 In exceptional circumstances, **prior to the expiration of the bid validity dates, the Purchaser may request bidders to extend the period of validity of their bids.** Such requests and the responses shall be made in writing. The Bid Security requested in accordance with ITB, Clause 20, shall also be extended for corresponding period. A Bidder may refuse the request without forfeiting his Bid Security. A Bidder granting the request shall not be required or permitted to modify his bid.

## **20. Bid Security**

- 20.1 The Bidder shall furnish as part of its bid, a Bid Security, as specified in the BDS.

20.2 The Bid Security as specified in the **BDS** and denominated in **Sri Lankan Rupees (LKR)**, and shall: as specified in the Section II BDS.

- (a) at the bidder's option, be in the form of either a bank draft, a letter of credit, or a bank guarantee from a banking institution;
- (b) be substantially in accordance with the form included in Section IV, Bid Guarantee Form (Bid Security Form)
- (c) be payable promptly upon written demand by the Purchaser in case the conditions listed in ITB Clause 20.5 are invoked;
- (d) be submitted in its original form; copies will not be accepted;
- (e) Remain valid for the period specified in the BDS.

**20.3 Any bid not accompanied by a substantially responsive Bid Security in accordance with ITB Sub-Clause 20.1 and 20.2 may be rejected by the Purchaser as non-responsive.**

20.4 The Bid Security of unsuccessful Bidders shall be returned as promptly as possible upon the successful Bidder's furnishing of the Performance Security pursuant to ITB Clause 43.

20.5 The Bid Security may be forfeited,

- (a) if a Bidder withdraws his bid during the period of bid validity specified by the Bidder on the Bid Submission Form, except as provided in ITB Sub-Clause 19.2; or
- (b) If a Bidder does not agree to correction of arithmetical errors in pursuant to ITB Sub-Clause 30.3
- (c) If the successful Bidder fails to:
  - (i) Sign the Contract in accordance with ITB Clause 42;
  - (ii) Furnish a Performance Security in accordance with ITB Clause 43.

## **21. Formats and Signing of Bid**

21.1 The Bidder shall prepare one original of the documents comprising the bid as described in ITB Clause 11 and clearly mark it as 'ORIGINAL'. In addition, the Bidder shall submit a copy of the bid and clearly mark it as 'COPY'. In the event of any discrepancy between the original and the copy, the original shall prevail.

21.2 The original and the copy of the bid shall be typed or written in indelible ink and shall be signed by a person duly authorized to sign on behalf of the Bidder.

21.3 Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the person authorized to sign the bid.

## **D - Submission and Opening of Bids**

### **22. Submission, Sealing and Marking Bid**

22.1 Bidders may submit their bids by hand only.

- (a) Bidders Submitting bids by hand shall enclose the original and the copy of the bid in separate sealed envelopes duly marked as “Original” and “Duplicate Copy”. Both these envelopes (Original & Copy) shall be enclosed in one single envelope.

22.2 The inner and outer envelopes shall;

- (a) bear the name and address of the Bidder,
- (b) be addressed to the Purchaser as per address given in the BDS,
- (c) bear the specific identification of the bidding process as specified in the BDS

If all envelopes containing bidding documents are not sealed and marked as instructed the Purchaser will not bear responsibility for the misplacement or premature opening of the bid.

### **23. Deadline for Submission of Bids**

23.1 The Purchaser at the address shall receive bids before the deadline for submission of bids as specified in the BDS.

23.2 The Purchaser may at his discretion, extend the deadline for the submission of bids by amending the bidding documents in accordance with ITB Clause 8, in which case all rights and obligations of the Purchaser and Bidders previously subject to the deadline shall thereafter subject to the deadline as extended.

### **24. Late Bids**

24.1 Purchaser shall not consider any bid received after the deadline for submission of bids, in terms of ITB Clause 23. Any bid so received after the deadline for submission of bids shall be declared late, rejected, and returned unopened, to the Bidder.

### **25. Withdrawal and Modification of Bids**

25.1 A Bidder may withdraw, or modify his bid after it has been submitted, by making a written notice in terms of ITB Clause 22, duly signed by an authorized representative, and shall include a copy of the authorization as per ITB sub-Clause 21.2. The corresponding substitution or modification of the bid shall accompany the respective written notice. All notices shall be;

- (a) Submitted in accordance with ITB Clauses 21 and 22 and in addition, the Respective envelopes shall be clearly marked “Withdrawal” or “modification” and
  - (b) Received by the Purchaser prior to the deadline prescribed, for submission of Bids, in accordance with ITB Clause 23.
- 25.2 Bids requested to be withdrawn in accordance with ITB Sub-clause 25.1 shall be returned to the Bidders only upon notification of contract award to the successful Bidder in accordance with ITB Sub-Clause 40.1
- 25.3 No bid may be withdrawn, substituted or modified in the interval between the deadline for submission of bids and the expiration of the period of bid validity specified by the Bidder on the Bid Submission Form or any extension thereof.

## **26. Bid Opening**

- 26.1 The Purchaser shall conduct the bid opening in public **at the address, date and time specified in the BDS**
- 26.2 First, envelopes marked “WITHDRAWAL” shall be opened and read out and the envelope with the corresponding bid may be opened at the discretion of the Purchaser. No bid withdrawal shall be permitted unless the corresponding withdrawal notice contains a valid authorization to request the withdrawal and is read out at bid opening. Envelopes marked “MODIFICATION” shall be opened and read out with the corresponding Bid. No Bid modification shall be permitted unless the corresponding modification notice contains a valid authorization to request the modification and is read out at Bid opening. Only envelopes that are opened and read out at Bid opening shall be considered further.
- 26.3 All other envelopes shall be opened one at a time, reading out; the name of the Bidder and whether there is a modification; the Bid Prices, including any discount and alternative offers; the presence of a Bid Security or Bid Securing Declaration, if required, and any other details as the Purchaser may consider appropriate. Only discounts and alternative offers read out at Bid opening shall be considered for evaluation. No Bid shall be rejected at Bid opening except for late bids, in accordance with ITB Sub-Clause 24.1.
- 26.4 The Purchaser shall prepare a record of the Bid opening that shall include, as a minimum; the name of the Bidder and whether there is a withdrawal, or modification; the Bid Price, per lot if applicable, including any discounts, and the presence or absence of a Bid Security. The bids that were opened shall be resealed in separate envelopes, promptly after the bid opening. The Bidders’ representatives who are present shall be requested to sign the attendance sheet. A copy of the record shall be distributed to all Bidders who submitted bids in time.

## **E -Evaluation and Comparison of Bids**

### **27. Confidentiality**

- 27.1 Information relating to the examination, evaluation, comparison, and post-qualification (if applicable) of bids, and recommendation of contract award, shall not be disclosed to bidders or any other persons not officially concerned with such process until publication of the Contract Award.
- 27.2 Any effort by a Bidder to influence the Purchaser in the examination, evaluation, comparison, and post-qualification of the bids or contract award decisions may result in the rejection of his Bid.
- 27.3 Notwithstanding ITB Sub-Clause 27.2, if any Bidder wishes to contact the Purchaser on any matter related to the bidding process, from the time of bid opening to the time of Contract Award, it shall do so in writing.

### **28. Clarification of Bids**

- 28.1 To assist in the examination, evaluation, comparison and post-qualification of the bids, the Purchaser may, at his discretion, request any Bidder for a clarification of his Bid. Any clarification submitted by a Bidder in respect to his Bid and that is not in response to a request by the Purchaser shall not be considered for purpose of evaluation. The Purchaser's request for clarification and the response shall be in writing. No change in the prices or substance of the bid shall be sought, offered, or permitted except to confirm the correction of arithmetic errors discovered by the Purchaser in the Evaluation of the bids, in accordance with ITB Clause 30.

### **29. Responsiveness of Bids**

- 29.1 The Purchaser's determination of a bid's responsiveness is to be based on the contents of the bid itself.
- 29.2 A substantially responsive Bid is one that conforms to all the terms, conditions, and specifications of the Bidding Documents without material deviation, reservation, or omission. A material deviation, reservation, or omission is one that:
- (a) Effects in any substantial way the scope, quality or performance of the Goods and Related Services specified in the Contract; or
  - (b) Limits in any substantial way, inconsistent with the Bidding Documents, the Purchaser's rights or the Bidder's obligations under the Contract; or
  - (c) If rectified would unfairly affect the competitive position of other bidders presenting substantially responsive bids.



- 29.3 If a bid is not substantially responsive to the Bidding Documents, it shall be rejected by the Purchaser and may not subsequently be made responsive by the Bidder by correction of the material deviation, reservation, or omission.

### **30. Nonconformities, Errors, and Omissions**

- 30.1 Provided that a Bid is substantially responsive, the Purchaser may waive any non-conformities or omissions in the Bid that do not constitute a material deviation.
- 30.2 Provided that a bid is substantially responsive, the Purchaser may request that the Bidder submit the necessary information or documentation, within a reasonable period of time, to rectify nonmaterial nonconformities or omissions in the bid related to documentation requirements. Such omission shall not be related to any aspect of the price of the Bid. Failure of the Bidder to comply with the request may result in the rejection of his Bid.
- 30.3 Provided that the Bid is substantially responsive, the Purchaser shall correct arithmetical errors on the following basis:
- (a) If there is a discrepancy between the unit price and the line item total that is obtained by multiplying the unit price by the quantity, the unit price shall prevail and the line item total shall be corrected, unless in the opinion of the Purchaser there is an obvious misplacement of the decimal point in the unit price shall be corrected;
  - (b) If there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and
  - (c) If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (a) and (b) above.
- 30.4 If the Bidder that submitted the lowest evaluated Bid does not accept the correction of errors, his Bid shall be disqualified and his Bid Security shall be forfeited.

### **31. Preliminary Examination of Bids**

- 31.1 The Purchaser shall examine the **bids to confirm that all documents and technical documentation requested in ITB Clause 11 have been provided, and to determine the completeness of each document submitted.**
- 31.2 The Purchaser shall confirm that the following documents and information have been provided in the Bid. If any of these documents or information is missing, the Bid shall be rejected.
- (a) Bid Submission Form, in accordance with ITB Sub Clause 12.1:
  - (b) Price Schedules, Delivery Schedules, in accordance with ITB Sub-Clause 12;
  - (c) Bid Security in accordance with ITB Clause 20.

### **32. Examinations of Terms and Conditions; Technical Evaluation**

- 32.1 The Purchaser shall examine the Bid to confirm that all terms and conditions specified in the GCC and the **Bidder without any material deviation or reservation has accepted the Bidding Data.**
- 32.2 The Purchaser shall evaluate the technical aspects of the Bid submitted in accordance with ITB Clause 17, to confirm that all requirements specified in Section V, Schedule of Requirements of the Bidding Documents have been met without any material deviation or reservation.
- 32.3 If, after the examination of the terms and conditions and the technical evaluation, the Purchaser determines that the Bid is not substantially responsive in accordance with ITB Clause 29, the Purchaser shall reject the Bid.

### **33. Conversion to Single Currency**

- 33.1 If the bidders are allowed to quote in foreign currencies in accordance with sub clause 15.1, for evaluation and comparison purposes, the Purchaser shall convert all **bid prices expressed in foreign currencies in to Sri Lankan Rupees (LKR) using the selling rates prevailed 28 days prior to closing of bids** as published by the Central Bank of Sri Lanka. If this date falls on a public holiday the earliest working day prior to the date shall be applicable.

### **34. Domestic Preference**

- 34.1 Domestic Preference shall be a factor in the bid evaluation only if stated in the BDS. If so, the methodology for calculating the Margin of Preference and criteria applicable for it is given in Section III – Evaluation and Qualification criteria.

### **35. Evaluation of Bids**

- 35.1 The Purchaser shall evaluate each bid that has been determined to be substantially responsive up to this stage of the evaluation.
- 35.2 The Purchaser shall use all the factors, methodologies and criteria defined in this ITB Clause 35 in the evaluation of bids received.
- 35.3 The Purchaser shall consider the following in the evaluation of bids.
- (a) Bid price as quoted in accordance with Clause 14 of the ITB.
  - (b) Correction of arithmetical errors in terms of Sub-Clause 30.3 of the ITB.
  - (c) Price adjustment due to discounts offered in accordance with Sub-Clauses 14.2 and 14.3 of the ITB.
  - (d) Adjustments due to the application of the evaluation criteria specified in the BDS from amongst those set out in Section III – Evaluation and Qualification Criteria.
  - (e) Adjustments due to the application of Domestic Preference as specified in the Clause 34 of the ITB only if applicable

- 35.4 Evaluation of a bid by the Purchaser may require the consideration of other factors, in addition to the factors stated in ITB Sub-Clause 35.3, if specified in BDS. These factors may be related to the characteristics, performance, and terms and conditions of purchase of Goods and Related Services. The impact of the factors selected, if any, shall be expressed in monetary terms to facilitate comparison of bids.
- 35.5 If so, specified in the BDS, these bidding documents shall allow Bidders to quote for one or more lots, and shall allow the Purchaser to award one or multiple lots to more than one Bidder. The methodology of evaluation to determine the lowest evaluated lot combinations is specified in Section III, Evaluation and Qualification Criteria.

### **36. Comparison of Bids**

- 36.1 The Purchaser shall compare all substantially responsive bids to determine the lowest – evaluated bid, in accordance with ITB Clause 35.

### **37. Post Qualification of the Bidder**

- 37.1 The Purchaser shall determine whether the Bidder that is selected as having submitted the lowest evaluated substantially responsive bid is qualified to perform the contract satisfactorily.
- 37.2 The determination shall be based on examination of the documentary evidence of the Bidder's qualifications (Submitted by the Bidder) in terms of ITB Clause 18.
- 37.3 An affirmative determination shall be a pre-requisite for the award of the contract to the Bidder. A negative determination shall result in disqualification of the bid, in which event the Purchaser shall proceed to the next lowest evaluated bid to make a similar determination of that Bidder's capabilities to perform satisfactorily.

### **38. Purchaser's right to accept any Bid and to reject any or all Bids.**

- 38.1 The Purchase reserves the right to accept or reject any bid and to annul the bidding process and reject all bids at any time prior to contract award, without any liability to Bidders thereupon.

## **F-Award of Contract**

### **39. Award Criteria**

- 39.1 The Purchaser shall award the contract to the lowest evaluated substantially responsive Bidder as the Bidder, who is determined to be qualified to perform the contract satisfactorily.

#### **40. Purchases right to vary Quantities at time of award**

40.1 At the time the contract is awarded, the **purchaser reserves the right to increase or decrease the quantity of goods and related services originally specified in the section V**, schedule of requirements, provided this does not exceed twenty-five percent (25%) or one unit whichever is higher and without any change in the unit price or other terms and conditions of the bid and the bidding documents.

#### **41. Notification of Award**

41.1 The Purchaser shall notify the successful Bidder, in writing, prior to the expiration of the period of bid validity, that his bid is accepted.

41.2 Until a formal contract is prepared and executed, the notification of award shall constitute a binding contract.

41.3 Until submission of the signed contract Forms and Performance Security in terms of ITB Clause 43, the Purchaser will promptly notify each unsuccessful Bidder and discharge his bid security as per clause 20.4 of the ITB.

#### **42. Signing of Contract**

42.1 **Within seven (7) days after the notification**, the Purchaser shall complete the Agreement, and inform the successful bidder to sign it.

42.2 **Within seven (7) days of receipt of such information**, the successful Bidder shall sign the Agreement.

#### **43. Performance Security**

43.1 The successful Bidder shall furnish the **Performance Security, within fourteen (14) days of the receipt of notification of award** from the Purchaser, in terms of Sub-Clause 17.1 of the GCC, using the Performance Security Form included in Section VIII (Contract Forms). The Purchaser shall promptly notify the name of the winning Bidder to each unsuccessful Bidder and discharge the Bid Securities of the unsuccessful Bidders in accordance with ITB Sub-Clause 20.4

43.2 Failure of the successful Bidder to submit the above-mentioned Performance Security or sign the contract shall constitute sufficient grounds for the amendment of the award and forfeiture of the Bid Security. In the event, the Purchaser may award the contract to the next lowest evaluated substantially responsive Bidder.

## Section II

### Bid Data Sheet (BDS)

The following specific data for the goods to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB). Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

ITB Clause Reference		A. General
ITB 1.1	The Purchaser	e-NIC Project, Department for Registration of Persons
ITB 1.1	Identification number of contract	PS/03/PB/PR/05/39/24
	Lots comprising this procurement are	No Lots
ITB 2.1	The source funding	Government of Sri Lanka (GOSL)
ITB 4.4	Foreign Bidders	Foreign Bidders are not allowed to participate as direct bidder or through a local agent. (Joint Venture or Consortium)
		<b>B. Contents of Bidding Documents</b>
ITB 7.1	Attention Address  Telephone Facsimile number Electronic mail address	For <b>Clarification of bid purposes</b> only, Chief Accountant, Finance Division Ministry of Public Security, 17 <sup>th</sup> Floor, "Suhurupaya", Sri Subhuthipura Road, Battaramulla.  0112887697 0112887784 ca@pubsec.gov.lk
		<b>C. Preparation of Bids</b>
ITB 11.1 (e)	The Bidder shall submit the following additional documents	<p>a. The bidder shall be a company registered in Sri Lanka for a period of more than <b>five (05) years</b>. The Bidder shall provide copies of original documents defining the constitution or legal status, place of registration, and principal place of business.</p> <p>b. The authorization shall be given to the person who signs the bid and other documents in terms of a <b>Resolution made by the Board of Directors</b> and a subsequent <b>Power of Attorney (POA)</b> registered in Registrar General Department for this Procurement. <b>(If not, the bid offer shall be treated as a non-responsive bid)</b></p> <p>c. The Bidder shall be <b>ISO 9001:2015 (Quality Management)</b> certified and the relevant ISO 9001:2015 quality certificates to this effect shall be enclosed with the Bid. <b>(if not, the bid offer shall be treated as a non-responsive bid)</b></p>

		<p>d. The UPS Manufacturer shall be <b>ISO 9001:2015 and ISO 14001:2015</b> certified and the relevant certificates to this effect shall be enclosed with the Bid. <b>(if not, the bid offer shall be treated as a non-responsive bid)</b></p> <p>e. The Industrial Type Power Distribution Unit Manufacturer shall be <b>ISO 9001:2015</b> certified and the relevant certificates to this effect shall be enclosed with the Bid. <b>(if not, the bid offer shall be treated as a non-responsive bid)</b></p> <p>f. The Bidder shall be <b>CIDA – EM 2</b> or above certified relevant document proof to this effect shall be enclosed with the Bid. <b>(if not, the bid offer shall be treated as a non-responsive bid)</b></p> <p>g. The Bidder shall be registered under the <b>Public Contract Act No. 3 of 1987</b> at the time of bid submission. <b>(if not, the bid offer shall be treated as a non-responsive bid)</b></p> <p>h. The Bidder shall have proven experience in at least 03 projects of supplying and installation of similar nature of IT/electrical products for the last five (5) years (2019/2020-2023/2024). (Document proof shall submit as proof documents. <b>If not, the bid offer shall be treated as a non-responsive bid)</b></p> <p>i. The bidder shall have an average annual turnover of at least <b>Rs. 825 Million</b> or above for a period of <b>last 5 years (2019/2020-2023/2024)</b>.</p> <p>j. The bidder shall possess a minimum of <b>Rs. 550 Million</b> net liquid assets (Current assets – Inventory – Current Liabilities) and or / credit facilities for this project (Documentary evidence shall be submitted).</p> <p>k. The bidder shall submit the certified copies of Audited Accounts (Profit &amp; Loss Account &amp; Balance Sheet) of the company for the <b>last 5 years (2019/2020-2023/2024)</b>.</p> <p>l. The Bidder shall be an Authorized Service Provider of the Original Equipment Manufacturer for offered products. Proof of the same shall be enclosed with the bid together with the contact details of the Original Equipment Manufacturers and if applicable their local agent / distributors. Equipment that are not manufactured/offered by the Bidder himself, Manufacturer’s Authorization letters from original manufacturer shall be provided with the bid, separately for UPS, Battery, Monitoring System, Power Distribution Unit and</p>
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		<p>Network Items. <b>(If not, the bid offer shall be treated as a non-responsive bid)</b></p> <p>m. A local office of manufacturer or a separate independent Authorized Distributor other than the Bidder with after sales warranty support &amp; services for the quoted brands of UPS and Industrial Type Power Distribution Units shall be available in Sri Lanka (A valid Distributor Certificates shall be attached. <b>If not, the bid offer shall be treated as a non-responsive bid).</b></p> <p>n. The brand/make proposed by Bidder for UPS shall have a minimum of twenty-five (25) years and for Industrial Type Power Distribution Unit shall have a minimum of ten (10) years of global market presence. (Proof document from the Manufacturer confirming this shall be submitted. <b>If not, the bid offer shall be treated as a non-responsive bid.</b>)</p> <p>o. The Bidder shall have competent technical staff including certified employees of quoted brands for maintenance and support services. (Documentary evidence shall be submitted and <b>if not, the bid offer shall be treated as a non-responsive bid.</b>)</p> <p>p. The Bidder shall have the capacity to provide required continuous services (24 hours and 365 days) to DRP Units island-wide or for any location requested by the purchaser (Documentary evidence with Contact Person, communication addresses and telephone numbers for the same shall be submitted and <b>if not, the bidder offer shall be treated as a non-responsive bid)</b></p> <p>q. Information regarding any litigation, current or during the <b>last five (05) years (2020-2024)</b>, in which the bidder is involved, the parties concerned, and disputed amount shall be submitted. <b>(if not, the bid offer shall be treated as a non-responsive bid)</b></p> <p>r. The Bidder or its subsidiaries or affiliated companies shall not be blacklisted by any government institution during the last <b>five (05) years (2020–2024)</b>. A declaration shall be provided. <b>(if not, the bid offer shall be treated as a non-responsive bid)</b></p>
<b>ITB 13.3</b>	The bidders may quote following minimum quantities	Prices quoted shall correspond to 100% of the items specified and to 100% of the quantities specified.
<b>ITB 13.4</b>	Tax Exemptions	This project has been identified as a special project by the Government of Sri Lanka (GOSL), GOSL has approved the grant the exemption of Value Added Tax (VAT), Social

		<p>Security Contribution Levy (SSCL), ports and airport development levy (PAL), Customs import duty (CID), CESS for importation of goods to this project.</p> <p>This exemption can be obtained only for UPS and PDU.</p> <p>In order to get this exemption, the selected bidder should include <b><u>“on behalf of Department for Registration of Persons”</u></b> in custom documents (Commercial invoice, Airway Bill, package list etc.) in addition to bidders’ name.</p>
<b>ITB 15.1</b>	Currencies of Bid	Sri Lankan Rupees
<b>ITB 18.1 (b)</b>	After sales service	Required as per details specified in the schedule of requirements.
<b>ITB 19.1</b>	Bid validity	Bid validity period shall be <b>119 days</b> from the bid closing date ( <b>13-03-2025</b> )
<b>ITB 20.1</b>	Bid Security	<p>The Bidder shall provide Bid security in the form of bank guarantee (as per the format given in the bidding documents) issued by any licensed commercial bank registered in Central Bank of Sri Lanka and operating in Sri Lanka.</p> <p>Bid security shall be issued in favor of;</p> <p>Project Director, e-NIC Project, Department for Registration of Persons, Wing B, 10<sup>th</sup> Floor, “Suhurupaya”, Sri Subhuthipura Road, Battaramulla.</p>
<b>ITB 20.2</b>	<p>The amounts of the Bid Security</p> <p>The validity period of the bid security</p>	<p>Bid Security shall be <b>LKR 7,500,000.00</b></p> <p>Bid security shall remain <b>valid 147 days</b> after the bid closing date. (<b>10-04-2025</b>)</p>
		<b>D. Submission and Opening of Bids</b>
<b>ITB 22.2</b>	<p>The purchaser address for the bid submission</p> <p>For identification of the bid the envelop shall indicate</p>	<p>Project Director, e-NIC Project, Department for Registration of Persons, Wing B, 10<sup>th</sup> Floor, “Suhurupaya”, Sri Subhuthipura Road, Battaramulla.</p> <p>Supply, Delivery, Installation and Commissioning of Power and Network Infrastructure for 340 Nos. of DS-DRP units island wide (IFB No : PS/03/PB/PR/05/39/24)</p>
<b>ITB 23.1</b>	Deadline for submission of bid	<b>14.00 hrs on 14-11-2024</b>
<b>ITB 26.1</b>	Bid Opening	<p>The <b>bid opening</b> shall take place at:</p> <p>Auditorium, Ministry of Public Security, 17<sup>th</sup> Floor, “Suhurupaya”, Sri Subhuthipura Road, Battaramulla.</p> <p>The bids will be opened immediately after the deadline for submission of bids.</p>
		<b>E. Evaluation and Comparison of Bids</b>
<b>ITB 34.1</b>	Domestic Preferences	Domestic preferences will not be a bid evaluation factor.
<b>ITB 35.4</b>	The following factors and methodology will be used for evaluation	Refer to Section III



## Section III

### Evaluation and Qualification Criteria

This Section complements the Instructions to Bidders and BDS. It contains the criteria that the Purchaser uses to evaluate a bid and **determine whether a Bidder has the required qualifications.**

In addition, **qualified bidders** will be evaluated on the following criteria.

- a. **Legal validity** of the Bid and **eligibility** and **qualifications** of Bidder.
- b. Substantial responsiveness to the **technical specifications** and all other bidding conditions.
- c. Substantially responsive to the **mandatory items** in the specifications
- d. Substantially responsive to the **delivery schedule**. The contract shall be completed within **90 days** from the signing of the contract.

### Post qualification Requirements (ITB 37)

After determining the lowest-evaluated bid in accordance with ITB Sub-Clause 36.1, the Purchaser shall carry out the post qualification of the Bidder in accordance with ITB Clause 37, using following requirements.

#### (a) Financial Capability

- (i) The bidder shall have an average annual turnover of at least Rs. **825 Million** or above for a period of last **5 years (2019/2020-2023/2024)**. (Audited accounts for the said period shall be submitted to substantiate this requirement. if not submitted, the bid shall be treated as a non-responsive bid)
- (ii) The bidder shall possess a minimum of Rs. **550 Million** net liquid assets (Current assets – Inventory – Current Liabilities) and or / credit facilities for this project ((Documentary evidence shall be submitted and if not attached, the bid shall be treated as a non-responsive bid).).

#### (b) Experience and Technical Capability

- I. The Bidder shall have proven experience in at least 03 projects of supplying and installation of similar nature of IT/electrical products for the **last five (5) years (2019/2020-2023/2024)**. (Document proof shall be submitted. **If not, the bid offer shall be treated as a non-responsive bid**)
- II. A local office of manufacture or a separate independent Authorized Distributor other than the Bidder with after sales warranty support & services for the quoted brands of UPS and Industrial Type Power Distribution Units shall be available in Sri Lanka (A valid Distributor Certificates shall be attached. **If not, the bid offer shall be treated as a non-responsive bid**).
- III. The brand/make proposed by Bidder for UPS shall have a minimum of twenty-five (25) years and for Industrial Type Power Distribution Unit shall have a minimum of ten (10) years of global market presence. (Proof document from the Manufacturer confirming this shall be submitted. **If not, the bid offer shall be treated as a non-responsive bid.**)

- IV. The Bidder shall have competent technical staff including certified employees of quoted brands for maintenance and support services. Documentary evidence shall be submitted and **if not, the bid offer shall be treated as a non-responsive bid.**)
  
- V. The Bidder shall have the capacity to provide required continuous services (24 hours and 365 days) to DRP Units island-wide or for any location requested by the purchaser (Documentary evidence with Contact Person, communication addresses and telephone numbers for the same shall be submitted and **if not, the bidder offer shall be treated as a non-responsive bid**)

## **Section IV**

### **Bidding Forms**

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## Bid Submission Form

(The bidder shall fill in this form in accordance with the instructions indicated no alterations to its format shall be permitted and no substitutions shall be accepted)

Date: ..... / ..... / 2024

No: PS/03/PB/PR/05/39/24

To: **Chairman**  
**Ministry Procurement Committee**  
**Ministry of Public Security,**  
**17<sup>th</sup> Floor, “Suhurupaya”, Subhuthipura Road,**  
**Battaramulla.**

We, the undersigned, declare that:

- (a) We have examined and have no reservations to the Bidding Documents, including Addenda No ..... (insert the number and issuing date of each Addenda);
- (b) We offer to supply in conformity with the Bidding Documents and in accordance with the Delivery Schedules specified in the Schedule of Requirements the following Goods and Related Services.

<b>Item</b>	<b>Qty.</b>
Supply, Delivery, Installation & Commissioning of 3kVA UPS	340
Supply and Delivery of Industrial Type Power Distribution Unit	700
Electrical & Network wiring	340
Re-arranging the furniture and other office setup	340

- (c) The total price of our Bid without taxes, including any discounts offered is (state in words & figures)  
 .....
- (d) The total price of our Bid including taxes, and any discounts offered is:(state in words & figures)  
 .....
- (e) Our bid shall be valid for the period of time specified in ITB Sub-Clause 19.1, from the date fixed for the bid submission deadline in accordance with ITB Sub-Clause 23.1, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- (f) If our bid is accepted, we commit to obtain a performance security in accordance with ITB Clause 42 and GCC Clause 17 for the due performance of the Contract;

- (h) We have no conflict of interest in accordance with ITB Sub-Clause 4.3;
- (i) Our firm, its affiliates or subsidiaries-including any subcontractors or suppliers for any part of the contract-has not been declared blacklisted by the Government of Sri Lanka.
- (j) We understand that this bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal contract is prepared and executed.
- (k) We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive.

Signed :.....

[insert signature of person whose name and capacity are shown]

In the capacity of.....

[insert legal capacity of person signing the Bid Submission Form]

Name: .....

[insert complete name of person signing the Bid Submission Form]

Duly authorized to sign the bid for and on behalf of :.....

## Section IV Bidding Forms Price Schedule

1	2	3	4	5	6	7	8
Goods and related Services offered with in Sri Lanka ( in Sri Lankan Rupees)							
Line Item No.	Description of Goods	Quantity (units)	Price per unit	Total Price per line item excluding VAT	Discounted Total Price (if any) Excluding VAT	VAT	Total price including VAT (Column 5 or 6) + 7)
1	Uninterrupted Power Supply System-3 kVA	340					
2	Industrial Type Power Distribution Unit	700					
3	Electrical & Network wiring	340					
4	Re-arranging the furniture and other office setup	340					
<b>Total</b>							

Total Price in word (as per column 5 or 6) .....

Total Price in word (as per column 8) .....

Signature : \_\_\_\_\_

(Common Seal)

Date: .....

## Bid Guarantee

*[this Bank Guarantee form shall be filled in accordance with the instructions indicated in brackets]*

----- *[insert issuing agency's name, and address of issuing branch or office]* -----

**Beneficiary:** Project Director, e-NIC Project.

**Date:** ----- *[insert (by issuing agency) date]*

**BID GUARANTEE No.:** ----- *[insert (by issuing agency) number]*

We have been informed that ----- *[insert (by issuing agency) name of the Bidder; if a joint venture, list complete legal names of partners]* (hereinafter called "the Bidder") has submitted to you its bid dated -----*[insert (by issuing agency) date]* (hereinafter called "the Bid") for the supply of *[insert name of Supplier]* under Invitation for Bids No. ----- *[insert IFB number]* ("the IFB"). Furthermore, we understand that, according to your conditions, Bids shall be supported by a Bid Guarantee. At the request of the Bidder, we ----- *[insert name of issuing agency]* hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of -----  
----- *[insert amount in figures]* ----- *[insert amount in words]*) upon receipt by us of your first demand in writing accompanied by a written statement stating that the Bidder is in breach of its obligation(s) under the bid conditions, because the Bidder:

- (a) has withdrawn its Bid during the period of bid validity specified; or
- (b) does not accept the correction of errors in accordance with the Instructions to Bidders (hereinafter "the ITB"); or
- (c) having been notified of the acceptance of its Bid by the Purchaser during the period of bid validity, (i) fails or refuses to execute the Contract Form, if required, or (ii) fails or refuses to furnish the Performance Security, in accordance with the ITB.

This Guarantee shall expire: (a) if the Bidder is the successful bidder, upon our receipt of copies of the Contract signed by the Bidder and of the Performance Security issued to you by the Bidder; or (b) if the Bidder is not the successful bidder, upon the earlier of (i) our receipt of a copy of your notification to the Bidder that the Bidder was unsuccessful, otherwise it will remain in force up to ----- *(insert date)*

Consequently, any demand for payment under this Guarantee shall be received by us at the office on or before that date. \_\_\_\_\_

*[signature(s) of authorized representative(s) ]*

**\*\*\*Bid Guarantee shall submit in the given format. Alternative formats are not be accepted.**

## Manufacturer's Authorization

*(The Bidder shall require the Manufacturer to fill in this Form in accordance with the instructions indicated. This letter of authorization shall be on the letterhead of the Manufacturer and shall be signed by a person with the proper authority to sign documents that are binding on the Manufacturer. The Bidder shall include it in his bid, if so indicated in the BDS.)*

Date:.....

No:.....

To: .....

### WHEREAS

We..... who are official manufacturers of ..... having factories at ..... do hereby authorize..... to submit a bid the purpose of which is to provide the following Goods, manufactured by us..... and to subsequently negotiate and sign the Contract.

We hereby extend our full guarantee and warranty in accordance with clause 27 of the Conditions of Contract, with respect to the Goods offered by the above firm.

Signed:.....

Name: .....

Title: .....

Duly authorized to sign this Authorization on behalf of :.....

Dated on -----day of -----



## **Section V**

### **Schedule of Requirements**

#### **Contents**

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## Delivery Schedule

1. The Below Items shall be delivered within **90 days** after signing of the contract.

<b>Line Item</b>	<b>Description of Goods</b>	<b>Quantity</b>	<b>Delivery Period</b>	<b>Related Services</b>	<b>* Delivery period to be provided by the Bidder</b>
01	Un interrupted Power Supply Systems – 3kVA	340	Within 90 days	Supply, Delivery, Installation and Commissioning for 340 DS-DRP Units, DRP Provincial Offices and DRP Head Office. (As per annex -1)	
02	Industrial Type Power Distribution Unit	700			
03	Electrical & Network wiring and office set-up arrangement	340			

*\* Mandatory field. If not filled, bid shall be treated as non-responsive.*

Signed: .....

(Common Seal)

Date: .....

## Technical Specifications and Scope

*To be completed by the bidder and submitted with the bidding documents*

### 1. Technical Specification for 3kVA UPS

No.	Item	Description	Minimum Specification	Bidders Response* (Yes/No)	If "No" Bidder's remark*	Document Reference *
						(Document and page no)
1	Make	<i>Specify here:</i>		Yes/No		
2	Model	<i>Specify here:</i>		Yes/No		
3	Country of Origin	Shall be USA, Europe or equivalent	<i>Specify here:</i>	Yes/No		
4	Country of Manufacture	Shall be USA, Europe or equivalent	<i>Specify here:</i>	Yes/No		
5	Capacity	Minimum requirement	3000VA / 3000W Single Phase In / Single phase out with <b>60 mins backup time or more at output power factor of 1</b>	Yes/No		
6	Technology	Minimum requirement	True Online, double Conversion architecture, IGBT Based controlled by Digital signal processing	Yes/No		
		Inverter Design	IGBT based	Yes/No		
7	Power Rating	VA / Watts	3000VA /3000W	Yes/No		

8	Form Factor	Rackmount / Floor Stand	Both UPS and Battery cabinet should support tower as well as rack-mountable configuration for future requirements	Yes/No		
		LCD Display	Display should be able to manually configure for free stand or rack mount positions	Yes/No		
9	Input	Input Receptacle	1 x 16A C19 inlet	Yes/No		
		Nominal Voltage	200 - 240 Vac or better	Yes/No		
		Voltage Range	120 - 300 Vac or better	Yes/No		
		Power Factor	>0.99 @ 100% Load	Yes/No		
		Frequency Range	40 - 70 Hz	Yes/No		
		Frequency Programming	Should be able to lock the output frequency at 50Hz or 60Hz	Yes/No		
		Input Harmonic current distortion (THDI)	$\leq 4\%$ Linear Load	Yes/No		
10	Output	Nominal Voltage	>200 - 240 VAC	Yes/No		
		AC Voltage Regulation (Battery Mode)	$\pm 1\%$ or better	Yes/No		
		Frequency Range (Synchronized Range)	48 - 52 Hz or 57 - 63 Hz	Yes/No		
		Frequency Range (Battery Mode)	50/60 Hz $\pm 0.1\%$ Hz	Yes/No		
		Power Factor	Unity (1)	Yes/No		

		Crest Factor	3:1	Yes/No		
		Transfer Time (AC to Battery)	Zero	Yes/No		
		Waveform	Pure Sinewave	Yes/No		
		Output Recepticals	minimum 6 x 10A C13 + 1 x 16A C20 outlets	Yes/No		
		Output Harmonic Distortion	<2% (Linear Load)	Yes/No		
11	Overload	Overload Capability (Line mode)	105%~110%: 10Min;	Yes/No		
			110%~130%: 1Min 300ms	Yes/No		
			130%~150%: 5 seconds	Yes/No		
			>150%: Immediately/ Bypass	Yes/No		
		Overload Capability (Battery mode)	105%~110%: 10Min	Yes/No		
			110%~130%: 1Min 300ms	Yes/No		
			130%~150%: 5 seconds	Yes/No		
			>150%: Immediately/ Bypass	Yes/No		
		EPO Function	Emergency power off	Yes/No		
12	Efficiency	AC Mode	>90% or better	Yes/No		

		ECO Mode	>95% or better	Yes/No		
		Battery Mode	>90% or better	Yes/No		
13	Battery	Battery Type	Valve Regulated Lead Acid (VRLA)	Yes/No		
		Battery Service	Sealed Maintenance Free	Yes/No		
		Battery make	Batteries and cabinets should be of the same brand as UPS	Yes/No		
		Design Life	At least 10 years or better. Manufacturer certification of battery type and design life shall be submitted	Yes/No		
		Hot swappable battery	should support replacing batteries during operation without interruption to the load	Yes/No		
		Battery DC Voltage	72 volts or better	Yes/No		
		Total Volt Amp Hours	≥ 5180			
		Backup Time	Min. 60 minutes' backup at 3kW load for 3kVA. Manufacturer certified calculation document shall be provided for this.	Yes/No		
14	Charging	Typical Recharge Time	90% charge in 4 hrs	Yes/No		
		Maximum charging current	12A should be able to set by display	Yes/No		
		Hydrogen generation rate CBM/H at 25°C	≤ 0.05 or better, Manufacturer certified calculation document shall be provided for this.			

15	Dimensions	Dimensions (UPS and battery pack)	W 2.5ft x D 3ft x H 2.5ft or less	Yes/No		
16	Operating Conditions	Humidity	25 - 80% RH or better	Yes/No		
		Non-Condensing Moisture	5 - 37°C or better	Yes/No		
		Environment	Conformal Coating (protect SMD devices)	Yes/No		
		Audible Noise Level	>50 dB @ < 4ft	Yes/No		
17	Monitoring & Management	Management Software	Should be bundled with UPS packaging	Yes/No		
		SNMP card with Ethernet	Should be included with UPS	Yes/No		
		Maintenance and Diagnostics	Intelligent self-diagnostics	Yes/No		
			Automatic battery test function	Yes/No		
			Monitor availability of Input power	Yes/No		
			Monitor availability of Output power	Yes/No		
			Management and Monitoring Panel should be deployable on on-premises virtual servers on DRP Head office and should support cloud-based deployment for future requirements within the warranty period without any additional licenses	Yes/No		
			Ability to identify minimum 400 or above UPS locations in a single map	Yes/No		

			ability to click on each location to monitor availability of input & output power.	Yes/No		
			Ability to modify alert settings for each locations from the central management panel	Yes/No		
			Mobile App based Alerting with Monitoring	Yes/No		
18	Certification and Accreditations	Required certifications should be available to the manufacturer (Document Evidence to be submitted)	EN 60240 Standard	Yes/No		
			Cyber Essentials Certified	Yes/No		
19	Technical Documentation	Technical Proposal	A comprehensive technical proposal detailing the proposed solution products, installation method, solution features and datasheets shall be submitted with necessary solution diagrams, connectivity diagrams & schematic diagrams	Yes/No		
		Technical Documents	Manufacturer's Technical Pamphlets giving full technical data for all equipment to be offered by the bidder shall be submitted together with the Bid. The Schedule of Technical Data shall be dully filled. Equipment to be offered by the bidder shall bear both Manufacturer's Name and List/part Number.	Yes/No		



			Where there is discrepancy between the Schedule of Technical Data attached to the Procurement Documents and the Specifications mentioned on Manufacturer's Technical Pamphlets, The Values given in the Manufacturer's technical Pamphlets will be considered as the quoted values by the bidder.	Yes/No		
20	Installation and Configuration	UPS Delivery, Installation and Configuration	Supply, Delivery and Installation of all UPS and accessories shall be done by the bidder	Yes/No		
			Configuration for SNMP Monitoring	Yes/No		
			Configuration for Email Monitoring	Yes/No		
21	Product Support	Confirmation of Availability	All the products in the Bid shall have a product lifetime of 07 years ahead (shall not be discontinued) from the date of Bid opening. Letter from Manufacturer confirming this shall be submitted	Yes/No		
		Proof Of Ability	Manufacturer shall provide a guarantee letter via the distributor to ensure the availability of support & spares for the proposed solution for a period of not less than seven (7) years .	Yes/No		
		Proof Support & Warranty	The Authorized Distributor for the quoted brand shall provide a guarantee letter confirming to ensure the After Sales and Warranty Support in case the bidder is no longer legally able to function	Yes/No		

22	Warranty	Comprehensive Warranty	3 Years Comprehensive warranty for All Parts and Batteries	Yes/No		
22	Maintenance and Services	Preventive and full services	Bidder should provide 01 preventive services and 01 full services per year within the warranty period	Yes/No		
		Response time	within 04 hours	Yes/No		
		Resolve time	within 06 hours (from reporting incident)	Yes/No		
		Maintenance location	Onsite	Yes/No		
		Major Repairs	In case of removal from site for major repairs, Same model or similar capacity UPS should be provided by the bidder	Yes/No		
23	Specification Details	Technical Specifications	Shall submit separate Technical Specifications for all proposed items (UPS, Batteries, Cables, Monitoring Solution, etc).	Yes/No		
24	Training		Prior to the commissioning of the systems, the Supplier shall arrange suitable technology transfer programs for the Purchaser's operational, maintenance and technical staff to ensure that they are fully able and qualified to execute all functions related to the operations, of the Systems provided under the Contract.	Yes/No		

## 2. Technical Specification for Industrial Type Power Distribution Unit

No.	Item	Description	Minimum Specification	Bidders Response (Yes/No)	If "No" Bidder's remark	Document Reference * (Document and page no)	
1	General	Brand	(Please specify)				
		Model	(Please specify)				
		Country of origin	Shall be USA, Europe or equivalent	Yes/No			
		Country of manufacture	Shall be USA, Europe or equivalent	Yes/No			
	2	Feature	Fixture / Installation	Surface, Angled for easy access	Yes/No		
			Material of construction	Low-carbon steel or robust material	Yes/No		
			Power indicator	Individual Neon light per socket	Yes/No		
			Application	Industry, Office, etc.	Yes/No		
3	Input Setting	Receptacle style	BS 1363 United Kingdom (Type G)	Yes/No			
		Protection	Fuse based	Yes/No			
		Cord length (m)	5m or better	Yes/No			

		Cord material	Flexible CU/PVC/PVC	Yes/No		
		Screened cable	3x1.5mm <sup>2</sup> (70/.0076", 16AWG)	Yes/No		
4	Output Setting	Receptacle style	BS 1363 United Kingdom (Type G)	Yes/No		
		Receptacle color (Specify RAL)	Gray preferred	Yes/No		
		Socket quantity	≥ 8 Way or better	Yes/No		
		Bonding material	High conductive brass pin	Yes/No		
		Earth bond	Terminated M6 earth tag to M5 earth stud or better	Yes/No		
		Control	Individually switched	Yes/No		
5	Electrical Compatibility	Interior connection	≥ 2.5mm <sup>2</sup>	Yes/No		
			≥ 20A rating	Yes/No		
		Current rating (A)	13A	Yes/No		
		Frequency (Hz)	50Hz	Yes/No		
		Line voltage (V)	230V	Yes/No		
		Over voltage (V)	≤ 250V	Yes/No		
6	Conformance	Standard	BS 5733	Yes/No		

		Regulation	CE, BS1363, or better. Proof of this shall be submitted.	Yes/No		
		Compliance	Cable: BS 6500 or better	Yes/No		
			Receptacle: BS1363	Yes/No		
		Environmental	RoHS, REACH or better. Proof of this shall be submitted.	Yes/No		
7	Physical Characteristics	Weight (Kg)	≤ 3.5 or lesser	Yes/No		
		Dimensions (H x W x D) mm	≤ 100 x 800 x 100	Yes/No		
8	Warranty & Support	Terms	On site comprehensive	Yes/No		
		Period	≥ 3 years	Yes/No		
9	Others	Confirmation of Availability	All the products in the Bid shall have product life time of 03 years ahead (shall not be discontinued) from the date of Bid opening. Letter from Manufacturer confirming this shall be submitted	Yes/No		
		Technical Documents	Manufacturer's Technical Pamphlets giving full technical data for all equipment to be offered by the Bidder shall be submitted together with the Procurement. The Schedule of Technical Data shall be dully filled. Equipment to be offered by the Bidder shall bear both Manufacturer's Name and List/part Number.	Yes/No		

		Where there is discrepancy between the Schedule of Technical Data attached to the Procurement Documents and the Specifications mentioned on Manufacturer's Technical Pamphlets, the Schedule of Technical Data should prevail.	Yes/No		
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### 3. Technical Specification for Electrical & Network wiring

No.	Item Description	Minimum Specification	Bidders Response* (Yes/No)	If "No" Bidder's remark*	Document Reference * (Document and page no)
01	Feeder Cable for Input Current	<p><b>Description:</b> Feeder cable from existing Building Power Distribution Board (DB) to UPS Input DB.</p> <p><b>Specification:</b>            -2.5mm<sup>2</sup> 2 Core Cable + 2.5mm Earth Cable (Brand: Kelani / ACL)            -Approximate length: 5 meters            -PVC covering materials for insulation and protection</p>	Yes/No		
02	Input DB Specifications	<p><b>Description:</b> Single row 16 Way Distribution Board (DB) for UPS input.</p> <p><b>Components:</b>            -Neutral Bar            -Earth Bar            -1 x 40 A 2 Pole Miniature Circuit Breaker (MCB) (Brand: Orange / Hager)            -Internal wiring and panel termination</p>	Yes/No		

03	Output DB Specifications	<p><b>Description:</b> Single row 16 Way Distribution Board (DB) for UPS output.</p> <p><b>Components:</b></p> <ul style="list-style-type: none"> <li>-Neutral Bar</li> <li>-Earth Bar</li> <li>-1 x 40 A 2 Pole Residual Current Circuit Breaker (RCCB) 100mA (Brand: Orange / Hager)</li> <li>-1 x 40 A 2 Pole MCB (Brand: Orange / Hager)</li> <li>-Single Pole 16A MCBs as per scope (Brand: Orange / Hager)</li> <li>-Din Rail mountable 16A 2 Pole Transfer Switch (Brand: Orange / Hager)</li> <li>-Internal wiring and panel termination</li> </ul>	Yes/No		
04	UPS Input & Output Wiring	<p><b>UPS Input Wiring:</b></p> <p><b>Description:</b> Cable from UPS Input DB to UPS unit.</p> <p><b>Specification:</b></p> <ul style="list-style-type: none"> <li>-2.5mm<sup>2</sup> 2 Core Cable + 2.5mm Earth Cable (Brand: Kalani / ACL)</li> <li>-Approximate length: 10-15 meters</li> <li>-Cable conduits and accessories for protection</li> <li>-Terminal Connection:</li> <li>-Termination at UPS input receptacle with C-20 Power Terminal</li> </ul> <p><b>UPS Output Wiring:</b></p> <p><b>Description:</b> Cable from UPS Output to Transfer Switch.</p> <p><b>Specification:</b></p> <ul style="list-style-type: none"> <li>-2.5mm<sup>2</sup> 2 Core Cable (Brand: Kelani / ACL)</li> <li>-Approximate length: 10-15 meters</li> <li>-Cable conduits and accessories for protection</li> <li>-Terminal Connection:</li> <li>-Termination at UPS output receptacle with C-19 Power Terminal</li> </ul>	Yes/No		

05	Existing Power Panel Modifications	<p><b>Description:</b> Modification of existing Power Panels to reroute circuits to UPS Output DB.</p> <p><b>Responsibilities:</b>  -Terminate required point wiring circuits to UPS Output DB  -Provide all additional cables and accessories</p> <p><b>Components:</b>  -Necessary MCBs/RCCB for UPS Output DB to support 14 x 230V power outlets as per electrical insulation standards</p> <p><b>Notes:</b>  When UPS is undergoing maintenance, it's crucial to seamlessly transfer power to ensure continuous operation. To achieve this, a transfer switch has to be employed to bypass the UPS temporarily. This switch reroutes power directly from the primary power source to the connected devices, circumventing the UPS entirely during its maintenance period.</p> <p>-Ensure all cables, conduits, and accessories comply with relevant electrical standards and regulations.</p> <p>-Provide detailed diagrams, including schematic drawings, cable routing plans, and termination details.</p> <p>-Specify any additional safety measures or requirements specific to the installation site.</p>	Yes/No		
06	Technical Specification for Network Cabling System	<p><b>1. Scope of Work</b>  -Supply and installation of 2 x Data Points (approx. 30 meters each) from existing patch panel.</p> <p>-Rearrangement and re-termination/extending of existing 5 data points as per provided diagram.</p>	Yes/No		



	<b>2. Cable Requirements</b> - Data Cable: CAT 6 UTP (Brand: “Specify here”.....) - Country of Origin: USA or Europe -Technical Data Sheet shall be provided for CAT 6 cable. - Manufacturer Authorization Letter should be attached	Yes/No		
	<b>3. Certification and Authorization</b> <b>Bidder shall have:</b> -At least 1 design engineer and 2 install engineers certified for the quoted brand. -Valid certificates from the quoted brand to be submitted. -Authorized installer certificate for the quoted brand.	Yes/No		
	<b>4. Installation Details</b> -Installation to include necessary covering materials and accessories. -Use CAT6 Keystone with Faceplate for each Data Point. -Supply 2M and 0.5M CAT6 Factory Terminated Patch Cords for each data point.	Yes/No		
	<b>5. Brand Consistency</b> -CAT6 Patch Cords, Keystones, and Face Plates shall be from the same brand as the quoted CAT6 Cable.	Yes/No		
	<b>6. Additional Requirements</b> Bidder to provide technical pamphlets for: -Data Cable -Patch Cords -Keystones -Face Plates  # Bidder responsible for rearranging existing furniture as per diagram. # Provide necessary data cables, covering materials (floor casings), and accessories.	Yes/No		

	<p><b>7. Deliverables</b></p> <ul style="list-style-type: none"> <li>- All components and accessories required to ensure completion of the above scope.</li> <li>- Documentation of completed installation including as-built drawings and test results.</li> <li>- 25 years performance warranty from Ethernet cable manufacturer to DRP shall be issued</li> </ul>	Yes/No		
	<p><b>8. Compliance</b></p> <ul style="list-style-type: none"> <li>-Compliance with relevant industry standards and codes.</li> </ul>	Yes/No		

*\* - Mandatory Field - should be marked properly, if not, the bid offer shall be treated as a non-responsive bid.*

Signature of the Bidder : Date :

Name of the representative :

Company Stamp

## Section VI

### General Conditions of Contract

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## Section VI

### General Conditions of Contract

#### *1. Definitions*

- 1.1 the following words and expressions shall have the Meaning hereby assigned to them:
- (a) “Contract” means the Contract Agreement Entered into between the Purchaser and the Supplier, together with the Contract Documents referred to therein, including all attachments, appendices, and all documents incorporated by reference therein.
  - (b) “Contract Documents” means the documents listed in the Contract Agreement, including any Amendments thereto.
  - (c) “Contract Price” means the price payable to the Supplier as specified in the in the Contract Agreement, subject to such additions and adjustments thereto or Deductions there from, as may be made pursuant to the contract.
  - (d) “Day” means calendar day.
  - (e) “Completion” means the fulfillment of the supply of Goods to the destination specified and completion of the Related Services by the Supplier in accordance with the terms and conditions set forth in the Contract.
  - (f) “GCC” mean the General Conditions of Contract.
  - (g) “Goods” means all of the commodities, raw materials, machinery and equipment, and/or other materials that the Supplier is required to supply to the Purchaser under the Contract.
  - (h) “Purchaser” means the entity purchasing the Goods and Related Services, as specified in the Bid Data Sheet.
  - (i) “Related Services” means the services incidental to the supply of goods, such as insurance, installation, training and initial maintenance and other such obligations of the Supplier under the Contract.
  - (j) “Subcontractor” means any natural person, private or government entity, or a combination of the above, to whom any part of the Goods to be supplied or execution of any part of the Related Services is subcontracted by the Supplier
  - (k) “Supplier” means the nature person, or government entity, or a combination of the above, whose bid to perform the Contract has been accepted by the Purchaser and is named as such in the Contract Agreement.

#### *2. Contract Documents*

- 2.1 Subject to the order of precedence set forth in the Contract Agreement, all documents forming the Contract (and all parts

thereof) are intended to be correlative, complementary, and mutually explanatory. The Contract Agreement shall be read as a whole.

- 3. *Fraud and Corruption*** 3.1 The Government of Sri Lanka requires the purchaser as well as bidders, suppliers, contractors, and consultants to observe the highest standard of ethics during the Procurement and execution of such contract.

In pursuit of this policy:

- (i) “Corrupt practice” means offering, giving, receiving, or soliciting, directly or indirectly of anything of value to influence the action of a public official in the procurement process or in contract execution;
- (ii) “fraudulent practice” means a misrepresentation or omission of facts in order to influence a procurement process or the execution of a contract;
- (iii) “collusive practice” means a scheme or arrangement between two or more bidders, with or without the knowledge of the Purchaser to establish bid prices at artificial, noncompetitive levels; and
- (iv) “coercive practice” means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the procurement process or affect the execution of a contract.

- 4. *Interpretation*** 4.1 If the context so requires it, singular means plural and vice versa.

- 4.2 Entire Agreement  
The Contract constitutes the entire agreement between the Purchaser and the Supplier and supersedes all communications, negotiations and agreements (whether written or oral) of the parties with respect thereto made prior to the date of Contract.

- 4.3. Amendment  
No amendment or other variation of the Contract shall be valid unless it is in writing, is dated, expressly refers to the Contract, and is signed by a duly authorized representative of each party thereto.

- 4.4 Sever ability  
If any provision or condition of the Contract is prohibited or rendered invalid or unenforceable, such prohibition, invalidity or unenforceability shall not affect the validity or enforceability of any other provisions and conditions of the Contract.

- 5. *Language*** 5.1 The Contract as well as all correspondence and documents relating to the Contract exchanged by the Supplier and the Purchaser, shall be written in English language. Supporting documents and printed literature that are part of the Contract may be in another language provided they are accompanied by an

accurate translation of the relevant passages in the language specified, in which case, for purposes of interpretation of the Contract, this translation shall govern.

- 5.2 The Supplier shall bear all costs of translation to the governing language and all risks of the accuracy of such translation, for documents provided by the Supplier.

#### ***6. Joint Venture, Consortium Association***

- 6.1 If the Supplier is a joint venture, consortium, or association, all of the parties shall be jointly and severally liable to the Purchaser for the fulfillment of the provisions of the Contract and shall designate one party to act as a leader with authority to bind the venture, consortium, or association. The composition or the constitution of the joint venture, consortium, or association shall not be altered without the prior consent of the Purchaser.

#### ***7. Eligibility***

- 7.1 All goods supplied under this contract shall be complied with applicable standards stipulated by the Sri Lanka Standards Institution. In the absence of such standards, the Goods supplied shall be complied to other internationally accepted standards.

#### ***8. Notices***

- 8.1 Any notice given by one party to the other pursuant to the Contract shall be in writing to the address specified in the Contract Data. The term "in writing" means communicated in written form with proof of receipt.
- 8.2 A notice shall be effective when delivered or on the Notice's effective date, whichever is later.

#### ***9. Governing Law***

- 9.1 The Contract shall be governed by and interpreted in Accordance with the laws of the Democratic Socialist Republic of Sri Lanka.

#### ***10. Settlement of Disputes***

- 10.1 The Purchaser and the Supplier shall make every effort to Resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.
- 10.2 If, after twenty-eight (28) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the Purchaser or the Supplier may give notice to the other party of its intention to commence arbitration, as hereinafter provided, as to the matter in dispute, and no arbitration in respect of this matter may be commenced unless such notice is given. Any dispute or difference in respect of which a notice of intention to commence arbitration has been given in accordance with this Clause shall be finally settled by arbitration. Arbitration may be commenced prior to or after delivery of the Goods under the Contract. Arbitration proceedings shall be conducted in accordance with the Arbitration Act No: 11 of 1995.
- 10.3 Notwithstanding any reference to arbitration herein,

(a) the parties shall continue to perform their respective obligations under the Contract unless they otherwise agree ; and

(b) the Purchaser shall pay the Supplier any monies due the Supplier.

- 11. Scope of Supply** 11.1 The Goods and Related Services to be supplied shall be as specified in the Schedule of Requirements.
- 12. Delivery and Documents**  
12.1 Subject to GCC Sub-Clause 32.1, the Delivery of the Goods and Completion of the Related Services shall be in accordance with the Delivery and Completion Schedule specified in the Schedule of Requirements.
- 13. Supplier's Responsibilities**  
13.1 The Supplier shall supply all the Goods and Related Services included in the Scope of Supply in accordance with GCC Clause 11, and the Delivery and Completion Schedule , as per GCC Clause 12.
- 14. Contract Price** 14.1 Prices charged by the Supplier for the Goods supplied and the Related Services performed under the Contract shall not vary from the prices quoted by the Supplier in his bid.
- 15. Terms of Payment** 15.1 The Contract Price, shall be paid as specified in the Bid Data Sheet
- 15.2 The Supplier's request for payment shall be made to the Purchaser in writing, accompanied by invoices describing, as appropriate, the Goods delivered and Related Services Performed, and by the documents submitted pursuant to GCC Clause 12 and upon fulfillment of all other obligations stipulated in the Contract.
- 15.3 Payments shall be made promptly by the Purchaser, but in No case later than twenty-eight (28) days after submission of an invoice or request for payment by the Supplier, and after the Purchaser has accepted it.
- 16. Taxes and Duties** 16.1 The Supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted Goods to the Purchaser.
- 17. Performance Security**  
17.1 Supplier shall, within fourteen (14) days of the notification of contract award, provide a performance security of Ten percent (10 %).
- 17.2 The proceeds of the Performance Security shall be payable to the Purchaser as compensation for any loss resulting from the Supplier's failure to complete its obligations under the Contract.
- 17.3 The Performance Security shall be in Sri Lanka Rupees and shall be in the format stipulated by the Purchaser or in another format acceptable to the Purchaser.



- 17.4 The Performance Security shall be discharged by the Purchaser and returned to the Supplier not later than twenty-eight (28) days following the date of Completion of the Supplier's performance obligations under the Contract, including any warranty obligations.

**18. Copyright**

- 18.1 The copyright in all drawings, documents, and other materials containing data and information furnished to the Purchaser by the Supplier herein shall remain vested in the Supplier, or, if they are furnished to the Purchaser directly or through the Supplier by any third party, including suppliers of materials, the copy right in such materials shall remain vested in such third party.

**19. Confidential Information**

- 19.1 The Purchaser and the Supplier shall keep confidential and shall not, without the written consent of the other party hereto, divulge to any third party any documents, data, or other information furnished directly or indirectly by the other party hereto in connection with the Contract, whether such information has been furnished prior to, during or following completion or termination of the Contract.

Notwithstanding the above, the Supplier may furnish to its Subcontractor such documents data, and other information receives from the Purchaser to the extent required for the Subcontractor to perform his work under the Contract, in which event the Supplier shall obtain from subcontractor an undertaking of confidentiality similar to that imposed on the supplier under GCC Clause 19.

- 19.2 The Purchaser shall not use such documents, data, and other information received from the Supplier for any purpose unrelated to the contract. Similarly, the Supplier shall not use such documents, data, and other information received from the Purchaser for any purpose other than performance of the Contract.
- 19.3 The above provisions GCC Clause 19 shall not in any way modify any undertaking of confidentiality given by either of the parties hereto prior to the date of the Contract in respect of the Supply or any part thereof.
- 19.4 The provisions of GCC Clause 19 shall survive completion or termination, for whatever reason, of the Contract.

**20. Subcontracting**

- 20.1 The Supplier shall notify the Purchaser in writing of all subcontracts awarded under the Contract if not already specified in the bid. Such notification, in the original bid or later shall not relieve the Supplier from any of its obligations, duties, responsibilities, or liability under the Contract.
- 20.2 shall comply with the provisions of GCC Clauses 3 and 7

## ***21. Specifications and Standards***

- 21.1 Technical Specifications Drawings;
- (a) The Goods and Related Services supplied under this Contract shall conform to the technical specifications and standards mentioned in section V, Schedule of Requirements and, when no applicable standard is mentioned, the standard shall be equivalent or superior to the official standard shall be equivalent or superior to the official standards whose application is appropriate to the Goods' country of origin.
  - (b) The supplier shall be entitled to disclaim responsibility for any design, data, drawing, specification or other document, or any modification thereof provided or designed by or on behalf of the Purchaser, by giving a notice of such disclaimer to the Purchaser.
  - (c) Wherever references are made in the Contract to codes and standards in accordance with which it shall be executed, the edition or the revised version of such codes and standards shall be those specified in the Schedule of Requirements. During Contract execution, any changes in such codes and standards shall be applied only after approval by the purchaser and shall be treated in accordance with GCC Clause 32.

## ***22. Packing and Documents***

- 22.1 The supplier shall pack the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the Contract.

## ***23. Insurance***

- 23.1 Unless otherwise specified in the Contract Data, the Goods supplied under the Contract shall be fully insured against loss or damage incidental to manufacture or acquisition, transportation, storage, and delivery.

## ***24. Transportation***

- 24.1 Unless otherwise specified in the Contractor, responsibility for arranging transportation of the Goods shall be a responsibility of the supplier.

## ***25. Inspections & Test***

- 25.1 The Supplier shall at its own expenses and at no cost to the Purchaser carried out all such tests and /or inspections of the Goods and related services as are specified in the Contract Data
- 25.2 The inspection and tests be conducted on the premise or the Supplier or its Subcontractor, at point of delivery, and/or at the goods' final destination, or in another place as specified in the Contract Data. Subject to CC sub-Clause 25.3, if conducted on the Premises of the Supplier or its Subcontractor, all reasonable facilities and assistance, including access to drawings and Production data shall be furnished to the inspectors at no charge to the Purchaser.

- 25.3 The Purchaser or its designated representative shall be entitled to attend the tests and/or inspections referred in CC Sub-Clause 25.2, Provided that the Purchaser bear all of its own costs and expenses incurred in connection with such attendance including, but not limited to, all traveling and board and lodging expenses.
- 25.4 Whenever the Supplier is ready to carry out any such test and inspection, it shall give a reasonable advance notice, including the Place and time, to the Purchaser. The Supplier shall obtain from any relevant third Party or manufacturer any necessary Permission or consent to enable the Purchaser or its designated representative to attend the test and /or inspection.
- 25.5 The Purchaser may require the Supplier to carry out any test and/or inspection, not required by the Contract but deemed necessary to verify that the characteristics and Performance of the goods comply with the technical specifications codes and standards under the contract, provided that the supplier's reasonable costs and expenses incurred in the carrying out of such test and/or inspection shall be added to the Contract Price. Further, if such test and or/or inspection impedes the progress of manufacturing and /or the Supplier's performance of its other obligations under the Contract, due allowance will be made in respect of Delivery Dates and Completion Dates and the other obligations so affected.
- 25.6 The Supplier shall provide the Purchaser with a report of the results of any such test and/or inspection.
- 25.7 The Purchaser may reject any goods or any part thereof that fail to pass any test and/or inspection or do not conform to the specifications. The Supplier shall either rectify or replace such rejected goods or Parts thereof or make alterations necessary to meet the specification no cost to the purchaser, upon giving a notice pursuant to CC sub clause 25.4.
- 25.8 The supplier agrees that neither the execution of a test and or inspection of the goods or any part thereof nor the attendance by the purchaser or its representative nor the issue of any report pursuant to CC Sub clause 25.6, Shall release the supplier from any warranties or other obligations under the contract.

## ***26. Liquidated Damages***

- 26.1 Except as provided under GCC Clause 31, if the Supplier fails to deliver any or all of the Goods by the Date (s) of delivery or perform the related Services within the period specified in the Contract, the Purchaser may without prejudice to all its other remedies under the Contract, deduct from the Contract Price.

## ***27. Warranty***

- 27.1 The Supplier warrants that all the Goods are new, unused , and of the most recent or current models, and that they incorporate all recent improvements in design and materials, unless provided otherwise in the Contract.
- 27.2 Subject to GCC Sub- Clause 21.1(b), the Supplier further warrants that the Goods shall be free from defects arising from any act or

omission of the Supplier or arising from design, materials, and workmanship, under normal use in the conditions prevailing in the country of final destination.

- 27.3 The Purchaser shall give notice to the Supplier stating the nature of any such defects together with all available evidence thereof, promptly following the discovery thereof. The Purchaser shall afford all reasonable opportunity for the Supplier to inspect such defects.
- 27.4 Upon receipt of such notice, the Supplier shall within the period specified in the Related Service and Warranty, expeditiously repair or replace the defective Goods or parts thereof, at no cost to the Purchaser.
- 27.5 If having been notified, the Supplier fails to remedy The defect within the period specified in the Related Service and Warranty, the Purchaser may proceed to take within a reasonable period such remedial action as may be necessary, at the Supplier's risk and expense and without prejudice to any other rights which the Purchaser may have against the Supplier under the Contract.

**28. Patent Indemnity**

- 28.1 The Supplier shall, subject to the Purchaser's compliance with GCC Sub- Clause 28.2, indemnify and hold harmless the Purchaser and his employees and officers from and against any and all suits, actions or administrative proceedings, claims, demands, losses, damages, costs and expenses, of any nature, including attorney's fees and expenses , which the Purchaser may suffer as a result of any infringement or alleged infringement of any patent, utility model, registered design, trademark, copyright or other intellectual property right registered or otherwise existing at the date of the Contract by reason of :
- (a) the installation of the Goods by the Supplier or the use of the Goods in the country where the site is located; and
  - (b) the sale in any country of the products produced by the Goods.

Such indemnity shall not cover any use of the Goods or any part thereof other than for the purpose indicated by or to be reasonably inferred from the Contract, neither any infringement resulting from the use of the Goods or any part thereof, or any products produced thereby in association or combination with any other equipment, plant, or materials not supplied by the Supplier, pursuant to the Contract.

- 28.1 If any proceeding are brought or any claims is made against the Purchaser arising out of the matters referred to in GCC Sub-Clause 28.1, the Purchaser shall promptly give the Supplier a notice thereof, and the Supplier may at his own expense and in the Purchaser's name conduct proceedings or claim and any negotiations for the settlement of any such proceedings or claim.
- 28.2 If the Supplier fails to notify the Purchaser within twenty eight (28) days after receipt of such notice that it intends to conduct

any such proceeding; or claim, then the Purchaser shall be free to conduct the same on its own behalf.

- 28.3 The Purchaser shall, at the Supplier's request, afford all available assistance to the supplier in conducting such proceedings claim, and shall be reimbursed by the Supplier for all reasonable expenses incurred in so doing.
- 28.4 the Purchaser shall indemnify and hold harmless the supplier and its employees, officers, and Subcontractors from and against any and all suits, actions or administrative proceeding;, claims, demands, losses, damages, costs, and expenses of any nature, including attorney's fees and expenses, which the Supplier may suffer as a result of any infringement or alleged infringement of any patent, utility model, registered design, trademark, copyright, or other intellectual property right registered or otherwise existing at the date of the Contract arising out of or in connection with any design, data, drawing, specification, or other documents or materials provided or designed by or on behalf of the purchaser.

### ***29. Limitation of Liability***

- 29.1 Except in cases of criminal negligence or willful misconduct.
- (a) the Supplier shall not be liable to the Purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the Supplier to pay liquidated damages to the Purchaser and;
- (b) the aggregate liability of the Supplier to the Purchaser, whether under the Contract, in tort or otherwise, shall not exceed the total Contract Price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment, or to any obligation of the supplier to indemnify the purchaser with respect to patent infringement

### ***30. Change in Laws and Regulations date***

- 30.1 Unless otherwise specified in the Contract, if after the of 28 days prior to the date of Bid submission, any law, regulation, ordinance, order or bylaw having the force of law is enacted, promulgated, abrogated, or changed in SriLanka that the subsequently affects the Delivery Date and/or the contract price, then such Delivery Date and/ or Contract Price, shall be correspondingly increased or decreased, to the extent that the Supplier has thereby been affected in the performance of any of its obligations under the Contract.

Notwithstanding the foregoing, such additional or reduced cost shall not be separately paid or credited if the same has already been accounted for in the price adjustment provisions where applicable, in accordance with GCC Clause 14.

- 31. Force Majeure**
- 31.1 The Supplier shall not be liable for forfeiture of its Performance Security, liquidated damages, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.
- 31.2 For purpose of this Clause, “Force Majeure” means an Event or situation beyond the control of the Supplier that is not foreseeable is unavoidable, and its origin is not due to negligence or lack of care on the part of the Supplier. Such events may include, but not be limited to, acts of the Purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.
- 31.3 If a Force Majeure situation arises, the Supplier shall promptly notify the Purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform his obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event

**32. Change Orders and Contract Amendments**

- 32.1 The Purchaser may at any time order the Supplier through notice in accordance GCC Clause 8 , to make changes within the general scope of the Contract in anyone or more of the following:
- (a) Drawings, designs, or specifications, where Goods to be furnished under the Contract are to be specifically manufactured for the Purchaser;
  - (b) the method of shipment or packing;
  - (c) the place of delivery; and
  - (d) the Related Services to be provided by the Supplier.
- 32.2 If any such change causes an increase or decrease in the cost of, or the time required for, the Supplier’s performance of any provisions under the Contract, an equitable adjustment shall be made in the Contract Price or in the Delivery / Completion Schedule, or both, and the Contract shall accordingly be amended. Any claims by the Supplier for adjustment under this Clause shall be asserted within twenty-eight (28) days from the date of the Supplier’s receipt of the Purchaser’s change order.
- 32.3 Price to be changed by the Supplier for any Related Services that might need but which were not included in the Contract shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services.
- 32.4 Subject to the above, no variation in or modification Of the terms of the Contract shall be made except by written amendments signed by the parties.
- 33. Extension of Time**
- 33.1 If at any time during performance of the Contract, the Supplier or his subcontractors shall encounter conditions Impeding

timely delivery of the Goods or completion of Related Services pursuant GCC Clause 12, the Supplier shall promptly notify the Purchaser in writing of the delay, its likely duration, and its cause. As soon as practicable after receipt of the Supplier's notice, the Purchaser shall evaluate the situation and may at his discretion extend the Supplier's time for performance, in which case the extension shall be ratified by the parties by amendment of the Contract.

33.2 Except in case of Force Majeure, as provided under GCC Clause 31, a delay by the Supplier in the performance of its Delivery and Completion obligations shall render the Supplier liable to the imposition of liquidated damages pursuant to GCC Clause 26, unless an extension of time is agreed upon, pursuant to GCC Sub-Clause 33.1

### **34. Termination**

#### **34.1 Termination for Default**

(a) The Purchaser, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the Supplier, may terminate the Contract in whole or in part:

(i) if the Supplier fails to deliver any or all of the Goods within the period specified in the Contract, or within any extension thereof granted by the Purchaser pursuant to GCC Clause 33;

(ii) if the Supplier fails to perform any other obligation under the Contract; or

(iii) if the Supplier, in the judgment of the Purchaser has engaged in fraud and corruption, as defined in GCC Clause 3, in competing for or in executing the Contract.

(b) In the event the Purchaser terminates the Contract in whole or in part, pursuant to GCC Clause 34.1 (a), the Purchaser may procure, upon such terms and in such manner as it deems appropriate, Goods or Related Services similar to those undelivered or not performed, and the Supplier shall be liable to the Purchaser for any additional costs for such similar Goods or Related Services. However, the Supplier shall continue performance of the Contract to the extent not terminated.

34.2 Termination for Insolvency

(a) The Purchaser may at any time terminate the Contract by giving notice to the Supplier if the Supplier becomes bankrupt or otherwise insolvent. In such event, termination will be without compensation to the Supplier, provided that such termination will not prejudice or affect any right of action or remedy that has accrued or will accrue thereafter to the Purchaser

## 34.3 Termination for Convenience.

- (a) The Purchaser, by notice sent to the Supplier, may Terminate the Contract, in whole or in part, at any time for his convenience. The notice of termination shall specify that termination is for the Purchaser's convenience, the extent to which performance of the Supplier under the Contract is terminated, and the date upon which such termination becomes effective.
- (b) The Goods that are complete and ready for shipment within twenty-eight (28) days after the Supplier's receipt of notice of termination shall be accepted by the Purchaser at the Contract terms and prices. For the remaining Goods, the Purchaser may elect;
  - (i) to have any portion completed and delivered at the Contract terms and prices; and / or
  - (ii) to cancel the remainder and pay to the Supplier an agreed amount for partially completed Good and Related Services and for materials and parts previously procured by the Supplier.

**35. Assignment**

- 35.1 Neither the Purchaser nor the Supplier shall assign, in whole or in part, their obligations under this Contract, except with prior written consent of the other party



## Section VII

### Contract Data

The following Contract Data shall supplement and / or amend the Conditions of Contract CC). Whenever there is a conflict, the provisions herein shall prevail over those in the CC.

CC 1.1(i)	The Purchaser is: Project Director, e – NIC Project
CC 1.1 (m)	The Project Site(s)/Final Destination(s) is/are: As per attached delivery locations (Annexure 01).
CC 8.1	For notices, the Purchaser’s address shall be: Attention : Project Director Address: e-NIC project ,Department for Registration of Persons Wing B, 10 <sup>th</sup> Floor, “Suhurupaya”, Sri Subhuthipura Road, Battaramulla Telephone: 011-2874626 Facsimile number: 011-2862126 Electronic mail address: enic.drp@gmail.com
CC 12.1	Details Documents to be furnished by the Supplier are as per the delivery schedule in bidding document
CC 15.1	The method and conditions of payment to be made to the supplier under this Contract shall be as follows;  (i) 20% of the installation cost will be paid as a Mobilization Advanced Payment to the successful bidder on submission of a bank guarantee from a recognized commercial bank operating in Sri Lanka and approved by the Central Bank of Sri Lanka. (If requested). (ii) Balance 60% of the Contract value will be paid after the delivery of UPS and Power Distribution Units. (iii) The Balance will be paid after the date of the acceptance certificate issued by the purchaser subsequent to the installation and commissioning.
CC17.1	Within 14 days of receipt of letter of award the successful bidder shall furnish a performance security equal to 10% of the total contact sum as per the specimen given in Section VIII. The performance security shall be in the form of bank grantee issued by a commercial bank and operating in Sri Lanka and approved by central Bank of Sri Lanka. The Performance Security shall be in favor of Project Director and shall be valid for a period specified by the purchaser.  In addition, At the time of signing the contract the successful bidder shall be submitted the PCA 4 certificate obtained from the (Registrar of Public Contracts) Department of the Registrar of Companies.
CC 25.1	The inspections and tests shall be conducted in the evaluation process.
CC 25.2	The inspections and tests shall be conducted at the locations at the site by the Purchaser.
CC 26.1	The liquidated damage shall be 0.5% per week
CC 26.1	The maximum amount of liquidate damage shall be 5%

## **Section VIII**

### **Contract Forms**

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## Contract Agreement

THIS CONTRACT AGREEMENT is made on ..... 2024 BETWEEN (1) .....(hereinafter called “the Purchaser”), and(2).....*[insert name of Supplier]*, a (3) Corporation incorporated under the laws of .....*[insert : country of Supplier]* and having its principal place of business at .....*[insert : address of Supplier]* (hereinafter called “the Supplier”).

WHEREAS the Purchaser invited bids for certain Goods and ancillary services, .....*[insert brief description of Goods and Services]* and has accepted a Bid by the Supplier for the supply of those Goods and Services in the sum of .....*[insert Contract Price in words and figures, expressed in the Contract currency (ies) ]* (hereinafter called “the Contract Price”).

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS;

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the General Conditions of Contract referred to.
2. The following documents shall constitute the Contract between the Purchaser and the Supplier, and each shall be read and construed as an integral part of the Contract:
  - (a) This Contract Agreement
  - (b) Contract Data
  - (c) General Conditions of Contract
  - (d) Technical Requirements (including Schedule of Requirements and Technical Specifications)
  - (e) The Supplier’s Bid and original price Schedules
  - (f) The Purchaser’s Notification of Award
  - (g) *[Add here any other document (s)]*
3. This Contract shall prevail over all other Contract documents. In the event of any discrepancy or inconsistency within the Contract documents, then the documents shall prevail in the order listed above.
4. In consideration of the payment to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Purchaser to provide the Goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract.
5. The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the Goods and Services and the remedying of defects therein, the Contract price or such other sum as many become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of *Democratic Socialist Republic of Sri Lanka* on the day, month and year indicated above.

For and on behalf of the Purchaser

Signed: .....

In the capacity of .....*[insert title or other appropriate designation]* in the presence of..... *[insert identification of official witness]*

### Performance Security

*[The issuing agency, as requested by the successful Bidder, shall fill in this form in accordance with the instructions indicated]*

----- *[Issuing Agency's Name, and Address of Issuing Branch or Office]* -----

**Beneficiary:** Project Director, e- NIC Project

Date: -----

**PERFORMANCE GUARANTEE No.:**-----

We have been informed that -----..... *[Name of Supplier]* (hereinafter called "the Supplier") has entered into Contract No. ----- *[reference number of the contract]* dated -----with you, for the -----supply of -----*[name of contract and brief description]* (hereinafter called "the Contract").

Furthermore, we understand that, according to the conditions of the Contract, a performance guarantee is required.

At the request of the Supplier, we -----*[name of Agency]*hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of-----  
*[amount in figures]*(-----) *[amount in words]*, such sum being payable in the types and proportions of currencies in which the Contract Price is payable, upon receipt by us of your first demand in writing accompanied by a written statement stating that the Contractor is in breach of its obligation(s) under the Contract, without your needing to prove or to show grounds for your demand or the sum specified therein.

This guarantee shall expire, no later than the-----day of -----20-----*[insert date, 28 days beyond the scheduled completion date including the warranty period]*and any demand for payment under it shall be received by us at this office on or before that date.

-----  
[Signature(s)],

**Delivery Locations**  
**UPS and Industrial Power Distribution units**

	<b>District</b>	<b>DS Unit</b>	<b>UPS</b>	<b>PDU</b>
1	Gampha	Negombo	1	2
2	Gampha	Katana	1	2
3	Gampha	Divulapitiya	1	2
4	Gampha	Mirigama	1	2
5	Gampha	Minuwangoda	1	2
6	Gampha	Wattala	1	2
7	Gampha	Ja-Ela	1	2
8	Gampha	Gampaha	1	2
9	Gampha	Attanagalla	1	2
10	Gampha	Dompe	1	2
11	Gampha	Mahara	1	2
12	Gampha	Kelaniya	1	2
13	Gampha	Biyagama	1	2
14	Nuwara Eliya	Kothmale	1	2
15	Nuwara Eliya	Hanguranketha	1	2
16	Nuwara Eliya	Walapane	1	2
17	Nuwara Eliya	Nuwara Eliya	1	2
18	Nuwara Eliya	Ambagamuwa	1	2
19	Galle	Benthota	1	2
20	Galle	Balapitiya	1	2
21	Galle	Karadeniya	1	2
22	Galle	Elpitiya	1	2
23	Galle	Niyagama	1	2
24	Galle	Thawalama	1	2
25	Galle	Neluwa	1	2
26	Galle	Nagoda	1	2
27	Galle	Baddegama	1	2
28	Galle	Welivitiya-Divithura	1	2
29	Galle	Ambalangoda	1	2

30	Galle	Gonapeenuwala	1	2
31	Galle	Hikkaduwa	1	2
32	Galle	Galle Four Gravets	1	2
33	Galle	Bope-Poddala	1	2
34	Galle	Akmeemana	1	2
35	Galle	Yakkalamulla	1	2
36	Galle	Imaduwa	1	2
37	Galle	Habaraduwa	1	2
38	Galle	Madampagama	1	2
39	Galle	Rathgama	1	2
40	Galle	Wanduramba	1	2
41	Matara	Pitabeddara	1	2
42	Matara	Kotapola	1	2
43	Matara	Pasgoda	1	2
44	Matara	Mulatiyana	1	2
45	Matara	Athuraliya	1	2
46	Matara	Akuressa	1	2
47	Matara	Welipitiya	1	2
48	Matara	Malimbada	1	2
49	Matara	Kamburupitiya	1	2
50	Matara	Hakmana	1	2
51	Matara	Kirinda Puhulwella	1	2
52	Matara	Thihagoda	1	2
53	Matara	Weligama	1	2
54	Matara	Matara Four Gravets	1	2
55	Matara	Devinuwara	1	2
56	Matara	Dickwella	1	2
57	Hambantota	Sooriyawewa	1	2
58	Hambantota	Lunugamvehera	1	2
59	Hambantota	Thissamaharama	1	2
60	Hambantota	Hambantota	1	2
61	Hambantota	Ambalantota	1	2
62	Hambantota	Angunakolapelessa	1	2

63	Hambantota	Weeraketiya	1	2
64	Hambantota	Katuwana	1	2
65	Hambantota	Walasmulla	1	2
66	Hambantota	Okewela	1	2
67	Hambantota	Beliatta	1	2
68	Hambantota	Tangalle	1	2
69	Jaffna	Island Noth (Kytes)	1	2
70	Jaffna	Karainagar	1	2
71	Jaffna	Valikamam West (Chankanai)	1	2
72	Jaffna	Valikamam South-West (Sandilipay)	1	2
73	Jaffna	Valikamam North	1	2
74	Jaffna	Vallikamam South (Uduvil)	1	2
75	Jaffna	Valikamam East (Kopay)	1	2
76	Jaffna	Vadamarachchi South-West,Karaveddy	1	2
77	Jaffna	Vadamarachchy East	1	2
78	Jaffna	Vadamarachchy North (Point Perdro)	1	2
79	Jaffna	Thenmarachchi (Chavakachcheri)	1	2
80	Jaffna	Nallur	1	2
81	Jaffna	Jaffna	1	2
82	Jaffna	Island South (Velanai)	1	2
83	Jaffna	Delft	1	2
84	Mannar	Mannar Town	1	2
85	Mannar	Manthei-West	1	2
86	Mannar	Madhu	1	2
87	Mannar	Nanattan	1	2
88	Mannar	Musalai	1	2
89	Kilinochchi	Pachchilappalai	1	2
90	Kilinochchi	Kandawali	1	2
91	Kilinochchi	Karachchi	1	2
92	Kilinochchi	Poonakary	1	2
93	Mulathive	Thunikkai	1	2
94	Mulathive	Manthei-East	1	2
95	Mulathive	Puthukuduirippu	1	2

96	Mulathive	Oddusudan	1	2
97	Mulathive	Maritimepattu	1	2
98	Mulathive	Wali-Oya	1	2
99	Vavuniya	Vavuniya-North	1	2
100	Vavuniya	Vavuniya-South	1	2
101	Vavuniya	Vavuniya	1	2
102	Vavuniya	Vengalacheddikulam	1	2
103	Batticaloa	Koralai Pattu North (Vakarai)	1	2
104	Batticaloa	Koralai Pattu Central (Valachchenai)	1	2
105	Batticaloa	Koralai Pattu West (Oddamavadi)	1	2
106	Batticaloa	Koralai Pattu	1	2
107	Batticaloa	Koralai Pattu South (Kiran)	1	2
108	Batticaloa	Eravur Pattu - Chenkalady	1	2
109	Batticaloa	Eravur Town	1	2
110	Batticaloa	Manmunai North	1	2
111	Batticaloa	Manmunai West	1	2
112	Batticaloa	Kattankudy	1	2
113	Batticaloa	Manmunai Pattu (Araipattai)	1	2
114	Batticaloa	Manmunai South-West	1	2
115	Batticaloa	Porativu Pattu	1	2
116	Batticaloa	Manmunai South and Eruvil Pattu	1	2
117	Ampara	Dehiattakandiya	1	2
118	Ampara	Padiyathalawa	1	2
119	Ampara	Mahaoya	1	2
120	Ampara	Uhana	1	2
121	Ampara	Ampara	1	2
122	Ampara	Navithanveli	1	2
123	Ampara	Sammanthurai	1	2
124	Ampara	Kalmunai Tamil	1	2
125	Ampara	Kalmunai North	1	2
126	Ampara	Sainthamaruthu	1	2
127	Ampara	Karativu	1	2
128	Ampara	Ninthavur	1	2



129	Ampara	Addalachchenai	1	2
130	Ampara	Irakkamam	1	2
131	Ampara	Akkaraipattu	1	2
132	Ampara	Alayadiwembu	1	2
133	Ampara	Damana	1	2
134	Ampara	Thirukkovil	1	2
135	Ampara	Pothuvil	1	2
136	Ampara	Lahugala	1	2
137	Kurunegala	Giribawa	1	2
138	Kurunegala	Galgamuwa	1	2
139	Kurunegala	Ehetuwewa	1	2
140	Kurunegala	Ambanpola	1	2
141	Kurunegala	Kotavehera	1	2
142	Kurunegala	Rasnayakapura	1	2
143	Kurunegala	Nikaweratiya	1	2
144	Kurunegala	Maho	1	2
145	Kurunegala	Polpithigama	1	2
146	Kurunegala	Ibbagamuwa	1	2
147	Kurunegala	Ganewatta	1	2
148	Kurunegala	Wariyapola	1	2
149	Kurunegala	Kobeigane	1	2
150	Kurunegala	Bingiriya	1	2
151	Kurunegala	Panduwasnuwara West	1	2
152	Kurunegala	Panduwasnuwara East	1	2
153	Kurunegala	Bamunakotuwa	1	2
154	Kurunegala	Maspotha	1	2
155	Kurunegala	Kurunegala	1	2
156	Kurunegala	Mallawapitiya	1	2
157	Kurunegala	Mawathagama	1	2
158	Kurunegala	Rideegama	1	2
159	Kurunegala	Weerambagedara	1	2
160	Kurunegala	Kuliyapitiya East	1	2
161	Kurunegala	Kuliyapitiya West	1	2

162	Kurunegala	Udubaddawa	1	2
163	Kurunegala	Pannala	1	2
164	Kurunegala	Narammala	1	2
165	Kurunegala	Alawwa	1	2
166	Kurunegala	Polgahawela	1	2
167	Puttalam	Kalpitiya	1	2
168	Puttalam	Vanathavilluwa	1	2
169	Puttalam	Karuwalagaswewa	1	2
170	Puttalam	Nawagattegama	1	2
171	Puttalam	Puttalam	1	2
172	Puttalam	Mundel	1	2
173	Puttalam	Mahakumbukkadawala	1	2
174	Puttalam	Anamaduwa	1	2
175	Puttalam	Pallama	1	2
176	Puttalam	Arachchikattuwa	1	2
177	Puttalam	Chilaw	1	2
178	Puttalam	Madampe	1	2
179	Puttalam	Mahawewa	1	2
180	Puttalam	Nattandiya	1	2
181	Puttalam	Wennappuwa	1	2
182	Puttalam	Dankotuwa	1	2
183	Anuradapura	Padaviya	1	2
184	Anuradapura	Kabitiyogollewa	1	2
185	Anuradapura	Medawachchiya	1	2
186	Anuradapura	Mahavilachchiya	1	2
187	Anuradapura	Nuwaragam Palatha Central	1	2
188	Anuradapura	Rambewa	1	2
189	Anuradapura	Kahatagasdigiliya	1	2
190	Anuradapura	Horowpothana	1	2
191	Anuradapura	Galenbindunuwewa	1	2
192	Anuradapura	Mihinthale	1	2
193	Anuradapura	Nuwaragam Palatha East	1	2
194	Anuradapura	Nachchadoowa	1	2

195	Anuradapura	Nochchiyagama	1	2
196	Anuradapura	Rajanganaya	1	2
197	Anuradapura	Thambuttegama	1	2
198	Anuradapura	Thalawa	1	2
199	Anuradapura	Thirappane	1	2
200	Anuradapura	Kekirawa	1	2
201	Anuradapura	Palugaswewa	1	2
202	Anuradapura	Ipalogama	1	2
203	Anuradapura	Galnewa	1	2
204	Anuradapura	Palagala	1	2
205	Polonnaruwa	Hingurakgoda	1	2
206	Polonnaruwa	Medirigiriya	1	2
207	Polonnaruwa	Lankapura	1	2
208	Polonnaruwa	Welikanda	1	2
209	Polonnaruwa	Dimbulagala	1	2
210	Polonnaruwa	Thamankaduwa	1	2
211	Polonnaruwa	Elahara	1	2
212	Badulla	Mahiyanganaya	1	2
213	Badulla	Rideemaliyadda	1	2
214	Badulla	Meegahakivula	1	2
215	Badulla	Kandeketiya	1	2
216	Badulla	Soranathota	1	2
217	Badulla	Passara	1	2
218	Badulla	Lunugala	1	2
219	Badulla	Badulla	1	2
220	Badulla	Hali-Ela	1	2
221	Badulla	Uva-Paranagama	1	2
222	Badulla	Welimada	1	2
223	Badulla	Bandarawela	1	2
224	Badulla	Ella	1	2
225	Badulla	Haputale	1	2
226	Badulla	Haldummulla	1	2
227	Monaragala	Bibile	1	2

228	Monaragala	Madulla	1	2
229	Monaragala	Medagama	1	2
230	Monaragala	Siyambalanduwa	1	2
231	Monaragala	Moneragala	1	2
232	Monaragala	Badalkumbura	1	2
233	Monaragala	Wellawaya	1	2
234	Monaragala	Buttala	1	2
235	Monaragala	Katharagama	1	2
236	Monaragala	Thanamalvila	1	2
237	Monaragala	Sevanagala	1	2
238	Rathnapura	Eheliyagoda	1	2
239	Rathnapura	Kuruvita	1	2
240	Rathnapura	Kiriella	1	2
241	Rathnapura	Ratnapura	1	2
242	Rathnapura	Imbulpe	1	2
243	Rathnapura	Balangoda	1	2
244	Rathnapura	Opanayaka	1	2
245	Rathnapura	Pelmadulla	1	2
246	Rathnapura	Elapatha	1	2
247	Rathnapura	Ayagama	1	2
248	Rathnapura	Kalawana	1	2
249	Rathnapura	Nivithigala	1	2
250	Rathnapura	Kahawatta	1	2
251	Rathnapura	Godakawela	1	2
252	Rathnapura	Weligepola	1	2
253	Rathnapura	Embilipitiya	1	2
254	Rathnapura	Kolonna	1	2
255	Kegalle	Rambukkana	1	2
256	Kegalle	Mawanella	1	2
257	Kegalle	Aranayaka	1	2
258	Kegalle	Kegalle	1	2
259	Kegalle	Galigamuwa	1	2
260	Kegalle	Warakapola	1	2

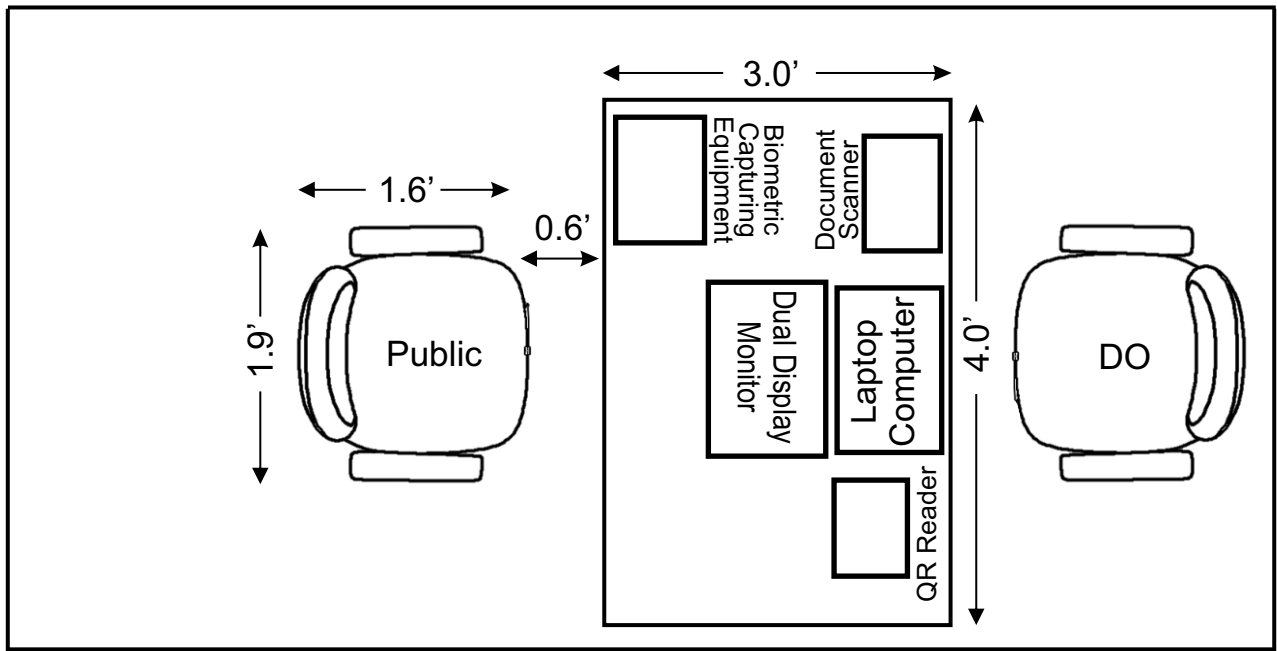
261	Kegalle	Ruwanwella	1	2
262	Kegalle	Bulathkohupitiya	1	2
263	Kegalle	Yatyanthota	1	2
264	Kegalle	Dehiovita	1	2
265	Kegalle	Deraniyagala	1	2
266	Colombo	Colombo	1	2
267	Colombo	Kolonnawa	1	2
268	Colombo	Kaduwela	1	2
269	Colombo	Homagama	1	2
270	Colombo	Seethawaka	1	2
271	Colombo	Padukka	1	2
272	Colombo	Maharagama	1	2
273	Colombo	Sri Jayawardanapura kotte	1	2
274	Colombo	Thimbirigasyaya	1	2
275	Colombo	Dehiwala	1	2
276	Colombo	Rathmalana	1	2
277	Colombo	Moratuwa	1	2
278	Colombo	kesbewa	1	2
279	kandy	Thumpane	1	2
280	kandy	Pujapitiya	1	2
281	kandy	Akurana	1	2
282	kandy	Pathadumbara	1	2
283	kandy	Panvila	1	2
284	kandy	Ududumbara	1	2
285	kandy	Minipe	1	2
286	kandy	Medadumbara	1	2
287	kandy	Kundasale	1	2
288	kandy	Kandy four Gravets & Gagawata korale	1	2
289	kandy	Harispaththuwa	1	2
290	kandy	Hatharaliyadda	1	2
291	kandy	Yatinuwara	1	2
292	kandy	Udunuwara	1	2
293	kandy	Doluwa	1	2

294	kandy	Pathahewahata	1	2
295	kandy	Delthota	1	2
296	kandy	Udawalatha	1	2
297	kandy	Ganga Ihala Korale	1	2
298	kandy	Pasbagekorale	1	2
299	Trincomalee	Padavi Sri pura	1	2
300	Trincomalee	Kuchchaveli	1	2
301	Trincomalee	Gomarankadawala	1	2
302	Trincomalee	Morawewa	1	2
303	Trincomalee	Trinco Town & Gravets	1	2
304	Trincomalee	Thambalagamuwa	1	2
305	Trincomalee	Kanthale	1	2
306	Trincomalee	Kinniya	1	2
307	Trincomalee	Muttur	1	2
308	Trincomalee	Seruvila	1	2
309	Trincomalee	Verugal (Echchalampattu)	1	2
310	Kaluthara	Panadura	1	2
311	Kaluthara	Bandaragama	1	2
312	Kaluthara	Horana	1	2
313	Kaluthara	Ingiriya	1	2
314	Kaluthara	Bulathsinhala	1	2
315	Kaluthara	Madurawala	1	2
316	Kaluthara	Millaniya	1	2
317	Kaluthara	Kaluthara	1	2
318	Kaluthara	Beruwala	1	2
319	Kaluthara	Dodangoda	1	2
320	Kaluthara	Mathugama	1	2
321	Kaluthara	Agalawaththa	1	2
322	Kaluthara	Palindanuwara	1	2
323	Kaluthara	Walalavita	1	2
324	Matale	Galewela	1	2
325	Matale	Dambulla	1	2
326	Matale	Na-Ula	1	2

327	Matale	Pallepola	1	2
328	Matale	Yatawaththa	1	2
329	Matale	Matale	1	2
330	Matale	Ambangagakorale	1	2
331	Matale	Laggala- Pallegama	1	2
332	Matale	Vilgamuwa	1	2
333	Matale	Rattota	1	2
334	Matale	Ukuwela	1	2
<b>Total</b>			<b>334</b>	<b>668</b>
<b>Head Office</b>			<b>6*</b>	<b>22</b>
01	Galle	Southern Provincial Office	-	2
02	Batticaloa	Eastern Provincial Office	-	2
03	Vavuniya	North Provincial Office	-	2
04	Kurunegala	North Western Provincial Office	-	2
05	Nuwara Eliya	Central Provincial Office	-	2
<b>Grand Total</b>			<b>340</b>	<b>700</b>

\* Balance 06 numbers of DS offices have been not established yet. UPS for that 06 offices to be delivered to Head office and the bidder shall complete the installation after establishing those offices.

### Model of the layout of a Enrolment Unit



### Model of the Office Structure of two enrolment units proposed

