



**INVITATION FOR BIDS**

**UNDER NCB PROCEDURES**

**AHEAD/RA2/ELTAELSE/PDN/FOA/WORKs/10**

**SUPPLY AND INSTALL NECESSARY  
INTERNET FOR 8 SMART  
CLASSROOMS (SA 2.3-PHASE I), AND  
THE ELRC (SA 5.1)**

**FACULTY OF ARTS  
UNIVERSITY OF PERADENIYA**

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This tender covers the required Network Equipment, UTP Cabling, Fiber Cabling and other works related to AHEAD/RA2/ELTAELSE/PDN/FOA/WORKs/10

## **Volume I**

### **Section I. Instructions to Bidders (ITB)**

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

#### **A. General**

##### **1. Scope of Bid**

- 1.1 The Purchaser indicated in the Bidding Data Sheet (BDS), issues these Bidding Documents for the supply of Goods and Related Services incidental thereto as 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 the BDS.
- 1.2 Throughout these Bidding Documents:
  - (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 specified in the BDS.

##### **3. Ethics, Fraud and Corruption**

**3.1** The attention of the bidders is drawn to the following guidelines of the Procurement Guidelines published by 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 official in the procurement process or in contract execution;
- b) “fraudulent practice” means a 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 3.2, 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 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 National Procurement Agency (NPA), at the date of submission of bids or at the date of contract award, shall be disqualified. The list of debarred firms is available at the website of NPA, [www.npa.gov.lk](http://www.npa.gov.lk).

4.4 Foreign Bidder may submit a bid only if so stated in the in the BDS.

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

5.1 All goods supplied under this contract shall be complied with applicable standards stipulated by the Sri Lanka Standard Institute (SLSI). In the absence of such standards, the Goods supplied shall be compiled to other internationally accepted standards.

### **B. Contents of Bidding Documents**

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

6.1 The Bidding Documents consist of 2 Volumes, which include all the sections indicated below, and should be read in conjunction with any addendum issued in accordance with ITB Clause 8.

##### **Volume 1**

- **Section I. Instructions to Bidders (ITB)**
- **Section VI. Conditions of Contract (CC)**
- **Section VIII. Contract Forms**

##### **Volume 2**

- **Section II. Bid Data Sheet (BDS)**
- **Section III. Evaluation and Qualification Criteria**
- **Section IV. Bidding Forms**
- **Section V. Schedule of Requirements and Bidder’s Response to Specifications**
- **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 requiring 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 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. Should 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 addendum.

**8.2** Any addendum issued shall be part of the Bidding Documents and shall be communicated in writing to all 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 its 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 its bid, and the Purchaser shall not be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

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

**10.1** The Bid, as well as all correspondence and documents relating to the Bid (including supporting documents and printed literature) exchanged by the Bidder and the Purchaser, shall be written in English language.

### **11. Documents Comprising the Bid**

**11.1** The Bid shall comprise the following:

- (a) Bid Submission Form and the applicable Price Schedules, in accordance with ITB Clauses 12, 14, and 15;
- (b) Bid Security or Bid-Securing Declaration, in accordance with ITB Clause 20;
- (c) documentary evidence in accordance with 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 establishing the Bidder's qualifications to perform the contract if its bid is accepted; and
- (e) any other document required in the BDS.

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

12.1 The Bidder shall submit the Bid Submission Form using the form furnished in Section IV, Bidding Forms. This form must 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.

## **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 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, 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 on 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 must 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 stated in Bidding Data Sheet, the Bidder shall quote in Sri Lankan Rupees and payment shall be payable only in Sri Lanka Rupees.

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

**16.1** To establish their eligibility in accordance with ITB Clause 4, Bidders shall complete the Bid Submission Form, included in Section IV, Bidding Forms.

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

17.1 To establish the conformity of the Goods and Related Services to the Bidding Documents, the Bidder shall furnish as part of its Bid the documentary evidence that the Goods conform to the technical specifications and standards specified in Section V, Schedule of Requirements.

17.2 The documentary evidence may be in the form of literature, drawings or data, and shall consist of a detailed item by item description (given in Section V, Technical Specifications) of the essential technical and performance characteristics of the Goods and Related Services, demonstrating substantial responsiveness of the Goods and Related Services to the technical specification, and if applicable, a statement of deviations and exceptions to the provisions of the Schedule of Requirements.

17.3 The Bidder shall also furnish a list giving full particulars, including quantities, available sources and current prices of spare parts, special tools, etc., necessary for the proper and continuing functioning of the Goods during the period if specified in the BDS following 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 its bid is accepted shall establish to the Purchaser's satisfaction:

- (a) A Bidder that does not manufacture or produce the Goods it offers to supply shall submit the Manufacturer's Authorization using the form included in Section IV, Bidding Forms to demonstrate that it has been duly authorized by the manufacturer or producer of the Goods to supply these Goods;
- (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 criterion specified in Section III, Evaluation and Qualification Criteria.

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

19.1 Bids shall remain valid until the date specified in the BDS. A bid valid for a shorter date shall be rejected by the Purchaser as non-responsive.

19.2 In exceptional circumstances, prior to the expiration of the bid validity date, the Purchaser may request bidders to extend the period of validity of their bids. The request and the responses shall be made in writing. If a Bid Security is requested in accordance with ITB Clause 20, it shall also be extended for a corresponding period. A Bidder may refuse the request without forfeiting its Bid Security. A Bidder granting the request shall not be required or permitted to modify its bid.

## **20. Bid Security**

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

20.2 The Bid Security shall be in the amount specified in the BDS and denominated in Sri Lanka Rupees, and shall:

- 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 issued by a institution acceptable to Purchaser. The acceptable institutes are published in the NPA website, [www.npa.gov.lk](http://www.npa.gov.lk).
- c) be substantially in accordance with the form included in; in Section IV, Bidding Forms;
- d) be payable promptly upon written demand by the Purchaser in case the conditions listed in ITB Clause 20.5 are invoked;
- e) be submitted in its original form; copies will not be accepted;
- f) remain valid for the period specified in the BDS.

20.3 Any bid not accompanied by a substantially responsive Bid Security or Bid Securing Declaration 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 or the Bid Securing Declaration executed:

- (a) if a Bidder withdraws its 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. Format 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 signing the Bid.

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

### **22. Submission, Sealing and Marking of Bids**

22.1 Bidders may always submit their bids by mail or by hand.

- a) Bidders submitting bids by mail or by hand, shall enclose the original and the copy of the Bid in separate sealed envelopes, duly marking the envelopes as “ORIGINAL” and “COPY.” These envelopes containing the original and the copy shall then 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 in accordance with ITB Sub-Clause 23.1;
- (c) bear the specific identification of this bidding process as indicated in the BDS; and
- (d) bear a warning not to open before the time and date for bid opening, in accordance with ITB Sub-Clause 261.

If all envelopes are not sealed and marked as required, the Purchaser will assume no responsibility for the misplacement or premature opening of the bid.

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

23.1 Bids must be received by the Purchaser at the address and no later than the date and time specified in the BDS.

23.2 The Purchaser may, at its 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 be subject to the deadline as extended.

### **24. Late Bids**

24.1 The Purchaser shall not consider any bid that arrives after the deadline for submission of bids, in accordance with ITB Clause 23. Any bid received by the Purchaser 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 its Bid after it has been ITB Clause 22, duly signed by an authorized representative, and shall include a copy of the authorization in accordance with ITB Sub-Clause 21.2, (except that no copies of the Withdrawal notice are required). The corresponding substitution or modification of the bid must accompany the respective written notice. All notices must be:

(a) submitted in accordance with ITB Clauses 21 and 22 (except that withdrawal notices do not require copies), 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 sub clause



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 discounts 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 or Bid-Securing Declaration. 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 its 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 should 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 its discretion, request any Bidder for a clarification of its Bid. Any clarification submitted by a Bidder in respect to its 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) affects 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 its 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, in which case the line item total as quoted shall govern and 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, its Bid shall be disqualified and its Bid Security shall be forfeited or its Bid-Securing Declaration shall be executed.

### **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, in accordance with ITB Sub-Clause 12;
- (c) Bid Security or Bid Securing Declaration, in accordance with ITB Clause 20.

### **32. Examination of Conditions; Technical Evaluation**

32.1 The Purchaser shall examine the Bid to confirm that all terms and conditions specified in the CC and the Contract Data have been accepted by the Bidder without any material deviation or reservation.

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**

33.1 If the bidders are allowed to quote in foreign currencies in Currency 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 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 bid evaluation only if stated in the BDS. If domestic preference shall be a bid- evaluation factor, the methodology for calculating the margin of preference and the criteria for its application shall be as specified in Section III, Evaluation and Qualification Criteria.

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

35.1 The Purchaser shall evaluate each bid that has been determined, up to this stage of the evaluation, to be substantially responsive.

35.2 To evaluate a Bid, the Purchaser shall only use all the factors, methodologies and criteria defined in this ITB Clause 35.

35.3 To evaluate a Bid, the Purchaser shall consider the following:

- (a) the Bid Price as quoted in accordance with clause 14;
- (b) price adjustment for correction of arithmetic errors in accordance with ITB Sub-Clause 30.3;

- (c) price adjustment due to discounts offered in accordance with ITB Sub-Clause 14.2; and 14.3
- (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 a domestic preference, in accordance with ITB Clause 34 if applicable.

35.2 The Purchaser's evaluation of a bid 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 the Goods and Related Services. The effect of the factors selected, if any, shall be expressed in monetary terms to facilitate comparison of bids

35.3 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.

### **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 to its satisfaction whether the Bidder that is selected as having submitted the lowest evaluated and substantially responsive bid is qualified to perform the Contract satisfactorily.

37.2 The determination shall be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, pursuant to ITB Clause 18.

37.3 An affirmative determination shall be a prerequisite for 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 Purchaser 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 thereby incurring any liability to Bidders.

## **Award of Contract**

### **39. Award Criteria**

39.1 The Purchaser shall award the Contract to the Bidder whose offer has been determined to be the lowest evaluated bid and is substantially responsive to the Bidding Documents, provided further that the Bidder is determined to be qualified to perform the Contract satisfactorily.

### **40. Purchaser's 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 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 prices or other terms and conditions of the bid and the Bidding Documents.

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

41.1 Prior to the expiration of the period of bid validity, the Purchaser shall notify the successful Bidder, in writing, that its Bid has been accepted.

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

41.3 Upon the successful Bidder's furnishing of the signed Contract Form and performance security pursuant to ITB Clause 43, the Purchaser will promptly notify each unsuccessful Bidder and will discharge its bid security, pursuant to ITB Clause 20.4.

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

42.1 Within Seven (14) days after notification, the Purchaser shall complete the Agreement, and inform the successful Bidder to sign it.

42.2 Within Seven (14) days of receipt of such information, the successful Bidder shall sign the Agreement.

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

43.1 Within fourteen (14) days of the receipt of notification of award from the Purchaser, the successful Bidder, if required, shall furnish the Performance Security in accordance with the CC, using for that purpose the Performance Security Form included in Section VIII Contract forms. The Employer shall promptly notify the name of the winning Bidder to each unsuccessful Bidder and discharge the Bid Securities of the unsuccessful bidders pursuant to 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 annulment of the award and forfeiture of the Bid Security or execution of the Bid- Securing Declaration. In that event the Purchaser may award the Contract to the next lowest evaluated Bidder, whose offer is substantially responsive and is determined by the Purchaser to be qualified to perform the Contract satisfactorily.

#### **44. A Compulsory Site Visit**

A Compulsory Site Visit has been scheduled to be held on **13<sup>th</sup> January 2023, 10.00 a.m. at the Faculty of Arts ,University of Peradeniya**. The duly completed Site Visit Authentication Form in Annex II attached herewith should be submitted along with the Schedule of Requirements and Bidder's Response to Specifications in Annex I.

**Volume II**  
**Section II. Bidding 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.

<b>ITB Clause Reference</b>	<b>A. General</b>
<b>ITB 1.1</b>	<b>The Purchaser is:</b> University of Peradeniya  Supply and Install necessary internet for 8 smart classrooms (SA 2.3-Phase I), and the ELRC (S.A. 5.1)  <b>AHEAD/RA2/ELTAELSE/PDN/FOA/WORKs/10</b>
<b>ITB 2.1</b>	<b>The source of funding is:</b> Government funds
<b>ITB 4.4</b>	Foreign bidders are not allowed to participate in bidding.
	<b>B. Contents of Bidding Documents</b>
<b>ITB 7.1</b>	For <u>Clarification of bid purposes</u> only, the Purchaser's address is:  <b>Attention: Deputy Director/Procurement</b>  <b>Address: Room No.12, 2<sup>nd</sup> Floor (Next to Academic and Council Unit), OTS Office, AHEAD Project, Senate Building, University of Peradeniya.</b>  <b>Telephone:</b> 081-2392326  <b>Facsimile number:</b> 081-2388103  <b>Electronic mail address:</b> peraahead@gmail.com
	<b>C. Preparation of Bids</b>
<b>ITB 19.1</b>	The bid shall be valid up to <b>90 days from the opening of Bids</b>
<b>ITB 20.1</b>	Bids shall include a Bid Security included in Section IV Bidding Forms;
<b>ITB 20.2</b>	Bids shall include a Bid Security issued by a recognized bank approved by Central Bank of Sri Lanka written in favour of the Vice Chancellor, University of Peradeniya or a receipt obtained from the Shroff/ University of Peradeniya after making a cash payment for an amount of 1 % of the total Bid Price.  The validity period of the bid security shall be 120 days from the closing of Bids.
	<b>D. Submission and Opening of Bids</b>
<b>ITB 22.2 (c)</b>	The inner and outer envelopes shall bear the following identification Marks: AHEAD/RA2/ELTAELSE/PDN/FOA/WORKs/10

**ITB 23.1**

For bid submission purposes, the Purchaser's address is:

**Attention: Deputy Director/Procurement**

**Address: Room No.12, 2<sup>nd</sup> Floor (Next to Academic and Council Unit), OTS Office, AHEAD Project, Senate Building, University of Peradeniya.**

The deadline for the submission of bids is:

**Date: 30.01.2023**

**Time: 1.00 p.m.**

**ITB 26.1**

The bid opening shall take place at:

**Address: Room No.12, 2<sup>nd</sup> Floor (Next to Academic and Council Unit), OTS Office, AHEAD Project, Senate Building, University of Peradeniya.**

**Date: 30.01.2023**

**Time: 1.30 p.m.**

**ITB 44**

**A Compulsory Site Visit has been scheduled to be held on 13<sup>th</sup> January 2023, 10.00 a.m. at the Faculty of Arts, University of Peradeniya.**

### **Section III. Evaluation and Qualification Criteria**

#### **1. Post qualification Requirements (ITB 18.1 (C) & ITB 37.2)**

1. Bidder should have at least 10 years' experience in the relevant field in Sri Lanka
2. Certificate of Business registration
3. ICTAD Certificate (at least EM 05 or above)
4. Annual turnover should not be less than LKR 100 M (should be provided Audited financial reports for last Three Years)
5. Bidder should have carried out minimum of 05 major project value not less than LKR 05 million each from same category during last five years.
6. Certificated installer certificate for quoted brand.
7. Manufacturer Authentication letters for quoted items.
8. The Bidder or its subsidiaries or affiliated companies should not be blacklisted by any government institution during the past five years.

#### **Eligible bidders must provide the following information and documentation along with their bids**

1. Company profile including the status, structure and main activities of the institution.
2. Documents demonstrating the capability, familiarity and experience in this industry.
3. Audited Financial statements of the organization for the immediately preceding three years
4. Details of major projects completed in the last three years.
5. Manufacture Authorization

#### **Complete proposal document should be provided with below information at minimum.**

1. Project development approach with timeline
2. Quality Assurance strategy
3. Project plan with the high-level milestone



## Section IV. Bidding Forms

### Table of Forms

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**Section IV Bidding Forms**

**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: .....[insert date (as day, month and year) of Bid Submission]

No.: **AHEAD/RA2/ELTAELSE/PDN/FOA/WORKs/10**

To: The Vice Chancellor, University of Peradeniya, Peradeniya

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];

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) The total price of our Bid without VAT, including any discounts offered is: [insert the total bid price in words and figures];

.....  
.....  
.....

- (c) The total price of our Bid including VAT, and any discounts offered is: [insert the total bid price in words and figures];

.....  
.....  
.....

- (d) Our bid shall be valid for the period of time specified in ITB Sub-Clause 18.1, 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;

- (e) If our bid is accepted, we commit to obtain a performance security in accordance with ITB Clause 43 and CC Clause 17 for the due performance of the Contract;

- (f) We have no conflict of interest in accordance with ITB Sub-Clause 4.3;

- (g) Our firm, its affiliates or subsidiaries including any subcontractors or suppliers for any part of the contract has not been declared blacklisted by the National Procurement Agency;

- (k) 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.

- (l) 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]

..... (Signed)  
.....  
.....

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

.....  
.....

Duly authorized to sign the bid for and on behalf of: [insert complete name of Bidder]

.....  
.....  
.....

Dated on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ [insert date of signed]

# Bill of Quantities (BOQ)

**AHEAD/RA2/ELTAELSE/PDN/FOA/WORKS/10**

***Supply and Install necessary internet for 8 smart classrooms (SA 2.3-Phase I), and the ELRC (S.A. 5.1)***

***Faculty of Arts, University of Peradeniya***

Description	Qty	Unit	Unit price(Rs.)	Cost (Rs.)
<b>NETWORK EQUIPMENTS</b>				
Layer 2 switch: 48G PoE SFP+ Switch	3	Nos		
Layer 2 switch: 48G SFP+ Switch	1	Nos		
Layer 2 switch: 24G PoE SFP+ Switch	3	Nos		
SFP+ transceiver SM - for above L2 Switches	6	Nos		
SFP+ transceiver SM - for HPE JH395A Switch	6	Nos		
1/10Gbps DAC Cable	2	Nos		
WiFi Access Points	9	Nos		
UPS 2kVA	6	Nos		
<b>Sub Total (Network Equipment)</b>				
<b>UTP CABLING</b>				
Installation of RJ45 Data points(including wall plate and keystone jack), and Wire to RJ45 patch panel with Cat 6A F/UTP cables	90	Nos		
RJ45 Patch panels (24 ports)	7	Nos		
Cable management panel 1U	10	Nos		
Network Cabinet 10U	2	Nos		
Cat 6A UTP patch cords (4.0m)	30	Nos		
Cat 6A UTP patch cords (3.0m)	30	Nos		
Cat 6A UTP patch cords (2.0m)	30	Nos		
Cat 6A UTP patch cords (0.5m)	30	Nos		
<b>Sub Total (UTP Cabling)</b>				
<b>FIBER CABLING</b>				
Singlemode Fiber Outdoor 24 Cores	1200	m		
Singlemode Fiber Outdoor 12 Cores	200	m		
Singlemode Fiber Indoor 12 Cores	200	m		
Trenching on Tar roads	20	m		
Trenching/ GI Path	600	m		
Repairing existing manholes	4	Nos		
Conduit for fibers	300	m		
Fiber termination	76	Nos		

Fiber patch cords (LC-LC) 2m - Single Mode	56	Nos		
Fiber patch panel 12 Port	2	Nos		
Fiber patch panel 24 port	4	Nos		
Fiber patch panel 48 port	1	Nos		
<b>Sub Total (Fiber Cabling)</b>				
<b>OTHER</b>				
Removing existing fibers and other charges	1	Lot		
Re-arranging network racks	1	Lot		
<b>Sub Total (Other)</b>				
<b>Total</b>				

Complete Name of Bidder:- .....

Authorized Signature of Bidder:-.....

Date:-.....

Company Seal:-.....

# Bid Security

[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: University of Peradeniya, Peradeniya

[ name and address of Purchaser]

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 must 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 must be received by us at the office on or before that date. \_\_\_\_\_

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

## **Bid-Securing Declaration**

[Note: the purchaser is required to fill the information marked as “\*” and delete this note prior to selling of the bidding document]

[The Bidder shall fill in this form in accordance with the instructions indicated in brackets]

Date: -----[insert date by bidder]

\*Name of contract ----- [insert name]

\*Contract Identification NO: -----[insert number]

\*Invitation for Bid No.: -----insert number]

\*To:, University of Peradeniya [insert the name of the Purchaser]

We, the undersigned, declare that:

1. We understand that, according to instructions to bidders (hereinafter “the ITB”), bids must be supported by a bid-securing declaration;
2. We accept that we shall be suspended from being eligible for contract award in any contract where bids have being invited by any of the Procuring Entity as defined in the Procurement Guidelines published by National Procurement Agency of Sri Lanka, for the period of time of three years starting on the latest date set for closing of bids of this bid, if we:
  - (a) withdraw our Bid during the period of bid validity period specified; or
  - (b) do not accept the correction of errors in accordance with the Instructions to Bidders of the Bidding Documents; or
  - (c) having been notified of the acceptance of our Bid by you, during the period of bid validity, (i) fail or refuse to execute the Contract Form, if required, or (ii) fail or refuse to furnish the performance security, in accordance with the ITB.
3. We understand this bid securing shall expire if we are 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; or (ii) twenty-eight days after the expiration of our bid.
4. We understand that if we are a JV, the Bid Securing Declaration must be in the name of the JV that submits the bid. If the JV has not been legally constituted at the time of bidding, the Bid Securing Declaration shall be in the names of all future partners as named in the letter of intent.

-----Signed [insert signature(s) of authorized representative] In the Capacity of [insert title]

-----Name [insert printed or typed name]

-----Duly authorized to sign the bid for and on behalf of [insert authorizing entity]

-----Dated on [insert day] day of [insert month], [insert year]

## **Manufacturer's Authorization**

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

Date: [insert date (as day, month and year) of Bid Submission]

No.: [insert number of bidding process]

To: [insert complete name of Purchaser]

### **WHEREAS**

We [insert complete name of Manufacturer], who are official manufacturers of [insert type of goods manufactured], having factories at [insert full address of Manufacturer's factories], do hereby authorize [insert complete name of Bidder] to submit a bid the purpose of which is to provide the following Goods, manufactured by us [insert name and or brief description of the Goods], 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: [insert signature(s) of authorized representative(s) of the Manufacturer]

Name: [insert complete name(s) of authorized representative(s) of the Manufacturer]

Title: [insert title]

Duly authorized to sign this Authorization on behalf of: [insert complete name of Bidder]

Dated on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ [insert date of signing]



## **Section V. Schedule of Requirements and bidder's response to Specifications**

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**AHEAD/RA2/ELTAELSE/PDN/FOA/WORKs/10**  
**Supply and Install necessary internet for 8 smart classrooms (SA 2.3-Phase I), and the ELRC (S.A. 5.1)**

*Faculty of Arts, University of Peradeniya*

**Section V: Schedule of Requirements, Delivery & Installation**

Item No	Description of Goods	Quantity	Delivery, Supply and Installation	
			Conditions for Delivery and Installation	If bidder does not agree with the given Conditions for Supply and Installation, Bidder's Suggestion <i>(To be filled by the Bidder)</i>
	A. NETWORK INSTALLATION		1. Supply and Installation should be completed within 45 days from the date of the Purchase Order  2. Delivery of goods to the University of Peradeniya and Installation of goods shall be free of charge	

**Complete Name of Bidder:** .....

**Authorized Signature of Bidder:** .....

**Date:** .....

**Company Seal:**

## Annex I - Schedule of Requirements and Bidder's Response to Specifications

### Supply and Install necessary internet for 8 smart classrooms (SA 2.3-Phase I), and the ELRC (S.A. 5.1)

#### AHEAD/RA2/ELTAELSE/PDN/FOA/WORKs/10

<b>Layer 2 switch: 48G PoE+ Switch</b>			
<i>Requirement</i>		<i>Conform (Yes / No)</i>	<i>Remarks</i>
Make	Please Specify		
Model	Please Specify		
Country of Origin	Please Specify		
Country of Manufacture	Please Specify		
Form Factor	1U Rack Mountable		
Management	Fully Manageable		
<b>Ports</b>			
LAN Ports	48 x Auto-negotiating 10/100/1000 BASE-T PoE ports		
SFP+ Ports	2 x SFP+ fixed 1/10G SFP+ fixed ports		
Console Port Type	1 x RJ45/USB-C/Micro USB (Please specify)		
<b>Memory and Processor</b>			
Memory	4 GB or more		
Processor	Dual Core 1000 MHz or more		
Storage	8GB eMMC or more		
<b>Performance</b>			
Switching Capacity	170 Gbps or more		
Throughput	90 Mbps or more		
Routing Table Size	Please specify		
MAC Address Table Size	Please Specify		
Packet Buffer Size	12MB or higher		
Supported VLANs	Up to 4094 VLANs		
PoE Power	Please specify		
<b>Latency</b>			
	1 Gbps Latency: < 2 $\mu$ s		
	10 Gbps Latency: < 2 $\mu$ s		
<b>Management &amp; Other</b>			
	Command-line interface		
	Web browser		
	Configuration menu		
	LLDP and LLDP-MED must be supported		
<b>Warranty</b>			
Five-year manufacture authorized Warranty Manufacture authorization shall be attached as proof.			

<b>Layer 2 switch: 48G Switch</b>			
<b>Requirement</b>		<b>Conform (Yes / No)</b>	<b>Remarks</b>
Make	Please Specify		
Model	Please Specify		
Country of Origin	Please Specify		
Country of Manufacture	Please Specify		
Form Factor	1U Rack Mountable		
Management	Fully Manageable		
<b>Ports</b>			
LAN Ports	48 x Auto-negotiating 10/100/1000 BASE-T ports		
SFP+ Ports	2 x SFP+ fixed 1/10G SFP+ fixed ports		
Console Port Type	1 x RJ45/USB-C/Micro USB (Please specify)		
<b>Memory and Processor</b>			
Memory	4 GB or more		
Processor	Dual Core 1000 MHz or more		
Storage	8GB eMMC or more		
<b>Performance</b>			
Switching Capacity	170 Gbps or more		
Throughput	90 Mbps or more		
Routing Table Size	Please specify		
MAC Address Table Size	Please Specify		
Packet Buffer Size	12MB or higher		
Supported VLANs	Up to 4094 VLANs		
<b>Latency</b>			
	1 Gbps Latency: < 2 $\mu$ s		
	10 Gbps Latency: < 2 $\mu$ s		
<b>Management &amp; Other</b>			
	Command-line interface		
	Web browser		
	Configuration menu		
	LLDP and LLDP-MED must be supported		
<b>Warranty</b>			
	Five-year manufacture authorized Warranty Manufacture authorization shall be attached as proof.		

<b>Layer 2 switch: 24G PoE Switch</b>			
<i>Requirement</i>		<i>Conform (Yes / No)</i>	<i>Remarks</i>
Make	Please Specify		
Model	Please Specify		
Country of Origin	Please Specify		
Country of Manufacture	Please Specify		
Form Factor	1U Rack Mountable		
Management	Fully Manageable		
<b>Ports</b>			
LAN Ports	24 x Auto-negotiating 10/100/1000 BASE-T PoE ports		
SFP+ Ports	2 x SFP+ fixed 1/10G SFP+ fixed ports		
Console Port Type	1 x RJ45/USB-C/Micro USB (Please specify)		
<b>Memory and Processor</b>			
Memory	4 GB or more		
Processor	Dual Core 1000 MHz or more		
Storage	8GB eMMC or more		
<b>Performance</b>			
Switching Capacity	120 Gbps or more		
Throughput	90 Mbps or more		
Routing Table Size	Please specify		
MAC Address Table Size	Please Specify		
Packet Buffer Size	12MB or higher		
Supported VLANs	Up to 4094 VLANs		
PoE Power	Please specify		
<b>Latency</b>			
	1 Gbps Latency: < 2 $\mu$ s		
	10 Gbps Latency: < 2 $\mu$ s		
<b>Management &amp; Other</b>			
	Command-line interface		
	Web browser		
	Configuration menu		
	LLDP and LLDP-MED must be supported		
<b>Warranty</b>			
Five-year manufacture authorized Warranty Manufacture authorization shall be attached as proof.			

<b>10G SFP+ to 10G SFP+ DAC (Direct Attach Copper) Cable</b>			
<i>Requirement</i>		<i>Conform (Yes / No)</i>	<i>Remarks</i>
10G SFP+ to 10G SFP+ connectors permanently attached to each end			
Length: 1m			
Compatibility with above mentioned L2 Switches			
One-year comprehensive warranty			

<b>SFP+ transceiver</b>		
<i>Requirement</i>	<i>Conform (Yes / No)</i>	<i>Remarks</i>
1000/10000Base (for single mode)		
Max transmitting distance : 01 km		
LC interface		
Compatibility with above mentioned L2 Switch		
Warranty : One year comprehensive warranty		

<b>SFP+ transceiver</b>		
<i>Requirement</i>	<i>Conform (Yes / No)</i>	<i>Remarks</i>
1000/10000Base (for single mode)		
Max transmitting distance: 01 km		
LC interface		
Compatibility with HPE JH395A switch		
Warranty : One year comprehensive warranty		

<b>UPS – 2kVA</b>		
<i>Requirement</i>	<i>Conform (Yes / No)</i>	<i>Remarks</i>
Output power rating of 2kVA		
Output voltage 220V/240V +-5%, Frequency 50Hz +- 0.5Hz		
Input voltage range 180V-260V AC, 50Hz		
10-minute backup time at full load, and 20-minute backup time at 50% load		
Sealed type batteries		
Audible alarms to indicate battery operation		

<b>Technical Specification for Wi-Fi Access Points with License</b>			
<i>Component</i>	<i>Minimum Requirement</i>	<i>Confirm (Yes/No)</i>	<i>Remarks</i>
Make	Specify		
Model	Specify		
Country of Origin	Please specify		
Controller licenses	License should be compatible with Ruckus SmartZone™ 100 License duration should be perpetual		
Type	Ceiling mounted		
Standards	IEEE 802.11ax (Wi-Fi 6), 802.11a/b/g/n/ac wave II		
Management & Monitoring	HTTP-based management & CLI (Both should be supported)		
	Should be compatible with an existing Ruckus SmartZone 100 Controller		
	Relevant licenses for the number of APs required should be		

	provided (Perpetual)		
	Proposed management platform should support the management of Switches from the same vendor		
Access Control	Wireless encryption: WPA2 AES, WPA3, WPA-PSK, WPA-TKIP, 802.11i, 802.1X, Dynamic PSK		
	WIPS/WIDS		
	MAC Filter		
	Bandwidth limitation Per SSID / User group		
Hardware Interface	1x PoE/PoE+ Gigabit LAN port		
	1x Gigabit LAN port		
	Power port for non-PoE installation		
	Reset button		
	LED indicators		
	Mounting plate		
	1x USB 2.0 for IoT module (Should support both BLE & Zigbee)		
Operation Modes	Same proposed AP should be able to operate in Standalone mode, Controller-less mode, with a Hardware-based Wireless Controller and with Cloud-based Controller (All 4 modes should be supported, with 1 mode active at a time)		
Wireless Functions	Should support 802.1Q		
	Multiple SSIDs (Up to 30 per Access Point)		
	Enable / Disable Wireless Radio		
	Simultaneous client support on dual band radio		
	Spectrum Analysis		
	Adaptive Antenna Technology (Please specify)		
	Beamforming (Please specify)		
	Automatic Channel Assignment		
	Automatic Band Steering		
	Load Balancing		
	Background Scanning		
	Interference Mitigation		
	Should support Spatial Multiplexing		
	Rogue AP detection		
Roaming (L2 or L3 – Please specify)			
Captive Portal with Self-service Guest Access			
Frequency	2.4GHz and 5GHz		
Radio Chains & Streams	2x2:2. Should support MU-MIMO		
Transmit Power	Up to 23 dBm – on both bands (Should be in accordance with TRC regulations)		
Antenna Gain	3 dBi or more		
Peak Rate	Up to 500 Mbps (2.4GHz), up to 1200 (5GHz)		
Power	Should support 802.3af & 802.3at with full functionality via PoE & PoE+		
Certification	RoHS, Wi-Fi Certified (Wi-Fi Alliance), UL 2043 Plenum, Wi-Fi CERTIFIED 6™		
Mounting	Ceiling.		
Capacity	Please specify		
Other Features	ACLs		

	SNMP		
	Social Media login		
	In-built DHCP Server		
	DPSK		
	QoS – Traffic Shaping		
	Application visibility		
Mounting Bracket	Should be provided		
Hardware Security	Kensington lock		
<b>Vendor Qualification, Warranty &amp; Other</b>			
Experience	Vender Should have minimum of 5 years' experience in selling the quoted brand in Sri Lanka – attached proof		
Certifications	Vender should have at least one certified vendor for the quoted product by the manufacture – attached proof		
Authorization	Manufacture Authentication Letter from the distributor agent stating the capability authorization for sale support of the quoted product – attached proof		
Warranty	Minimum 5 years manufacturer warranty. Vendor must replace faulty/ malfunctioning APs within 1 week of notice. If the vendor is unable to provide such a guarantee for replacement, 10+% additional APs (if the AP quantity exceeds 10 Nos) should be included in the proposal		
Support	All the products must have at least 5-year 24/7 support guarantee		
Parts Depot	Vendor or Partner should maintain a Parts-depot for the proposed product.		
Accessories	Vendor need to supply PoE Adaptor with necessary cables for each AP quoted. (Please quote separately)		
<b>Installation</b>			
Mounting	Mounts to hard wall/ceiling with outlet box including security Trox screw. Padlock support will be preferred.		
Cabling	Vendor must complete the end-to-end (nearest switch to AP) cabling for each AP using CAT 6A U/UTP cables.		
	Vendor must place RJ-45 Wall outlets near each AP		
	Vendor must provide required patch cords for each AP		



## SPECIFICATIONS FOR UTP CABLING

<b>24 PORTS CAT-6A Patch Panel</b>		
<b>Minimum Technical Specifications</b>	<b>Confirm (Yes /No)</b>	<b>Remarks</b>
Make: Please specify		
Model: Please specify		
Country of origin (Europe, USA or UK will be preferred)		
Country of manufacture: Please specify		
Manufacturer authorization		
25 Years for system performance warranty should be provided		
Warranty should provide a 05-year component warranty		
Manufacturer should be ISO 9001:2008; ISO 14001:2004; OHSAS 18001:2007 certified		
Proposed patch panel shall be metallic and front cover shall made of flame retardant compound which is UL94V-0 rated.		
Performance conforms to TIA/EIA -568 A/B, ISO/IEC 11801 & EN 50173-1 Category 6A Specifications		
Proposed patch panel shall be fitted with a cable strain relief for retention of incoming horizontal cable.		
Patch panels shall be modular, rack-mount, 19 inch and 1RU with capacity to house 24 Ports of Cat.6A modular snap-in un-shielded keystone modules		
Patch panel shall come in Black similar to RAL 9005		
The patch panel shall provide a transparent plastic label-holder for easy individual port identification and label strips shall be easily replaceable.		
Patch panel shall come in Black similar to RAL 9005.		

<b>CAT-6A Keystone Modular Jack</b>		
<b>Minimum Technical Specifications</b>	<b>Confirm (Yes /No)</b>	<b>Remarks</b>
Make: Please specify		
Model: Please specify		
Country of origin (Europe, USA or UK will be preferred)		
Country of manufacture: Please specify		
Manufacture authorization		
25 Years for system performance warranty should be provided		
Warranty should provide a 05-year component warranty		
Manufacturer should be ISO 9001:2008; ISO 14001:2004; OHSAS 18001:2007 certified		
Bandwidth of 500 MHz or higher		
The connector should be used for terminating all types of Shielded cable		
The connector shall include T568A and T568B universal colour codes		
Modular Jack shall accept copper wire of diameter 0.50 (AWG24 to 0.65mm (AWG22) and diameter over insulation from 0.70mm to 1.40mm.		
Modular Jack shall be specified to 500 MHz bandwidth and therefore it is applicable for 10-Gigabit Ethernet transmissions in accordance with IEEE 802.3. standard		
Modular Jack shall comply with Contact spring with phosphor bronze alloy, plated with gold.		
Modular Jack shall be with dust shutter		
Operating Life: $\geq$ 750 insertion		
Modular Jack shall provide be having a minimum 50 micro-inches of gold on the contacts in compliance to ASNI/TIA 1096A		

<b>Single Faceplate</b>		
<b>Minimum Technical Specifications</b>	<b>Confirm (Yes /No)</b>	<b>Remarks</b>
Make: Please specify		
Model: Please specify		
Country of origin (Europe, USA or UK will be preferred)		
Country of manufacture: Please specify		
Manufacturer authorization		
25 Years for system performance warranty should be provided		
Warranty should provide a 05-year component warranty		
Manufacturer should be ISO 9001:2008; ISO 14001:2004; OHSAS 18001:2007 certified		
Faceplate shall only accept only keystone Modular Jacks		
Faceplate shall be spring loaded shuttered on the jack holder		
TO shall meet the British Standard type with cover frame of 86 mm x 86mm.		
Complete BS type Single wall outlet with shutter		
A transparent plastic label holder shall be required on the TO for easy labeling and identification. Labels shall be easily replaceable from the plastic holder.		

<b>Dual Faceplate</b>		
<b>Minimum Technical Specifications</b>	<b>Confirm (Yes /No)</b>	<b>Remarks</b>
Make: Please specify		
Model: Please specify		
Country of origin (Europe, USA or UK will be preferred)		
Country of manufacture: Please specify		
Manufacturer authorization		
25 Years for system performance warranty should be provided		
Warranty should provide a 05-year component warranty		
Manufacturer should be ISO 9001:2008; ISO 14001:2004; OHSAS 18001:2007 certified		
Faceplate shall only accept only keystone Modular Jacks		
Faceplate shall be spring loaded shuttered on the jack holder		
TO shall meet the British Standard type with cover frame of 86 mm X 86mm.		
Complete BS type Dual wall outlet with shutters		
A transparent plastic label holder shall be required on the TO for easy labelling and identification. Labels shall be easily replaceable from the plastic holder.		

<b>CAT-6A Patch Cords</b>		
<b>Minimum Technical Specifications</b>	<b>Confirm (Yes /No)</b>	<b>Remarks</b>
Make: Please specify		
Model: Please specify		
Country of origin (Europe, USA or UK will be preferred)		
Country of manufacture: Please specify		
Manufacturer authorization		
25 Years for system performance warranty should be provided		
Warranty should provide a 05-year component warranty		

Manufacturer should be ISO 9001:2008; ISO 14001:2004; OHSAS 18001:2007 certified		
AWG 24 or greater conductor		
Bandwidth of 500 MHz or higher		
The conductor shall be stranded core to achieve the flexibility of the patch cords.		
>30µm Gold Plated on the Plug Connects 100% Performance Test		
Fire safety standard: IEC 60332-1-2, EN 60332-1-2, VDE 0482-332-1-2		
Shall achieve low smoke density of IEC 61034 standard		
Comply to Zero halogen non corrosive gasses of IEC 60754 standard		
The tender shall propose Cat.6 RJ-45 - RJ-45 patch cords that shall be fully matched with the relevant Cat.6 cable and Module to deliver the desired performance of 250 MHz to form Class E end-to-end cabling channel.		
RJ-45 - RJ-45 patch cords shall comply with applicable standards IEC 61156, TIA/EIA 568-C.2		
All patch cords proposed shall be factory terminated at both ends, field terminated patch cords will not be acceptable.		

<b>CAT-6A Cable</b>		
<b>Minimum Technical Specifications</b>	<b>Confirm (Yes /No)</b>	<b>Remarks</b>
Make: Please specify		
Model: Please specify		
Country of origin (Europe, USA or UK will be preferred)		
Country of manufacture: Please specify		
Manufacturer authorization		
25 Years for system performance warranty should be provided		
Warranty should provide a 05-year component warranty		
02 Certified installers / Engineers for quoted product, Certificates should be submit with the bid		
Manufacturer should be ISO 9001:2008; ISO 14001:2004; OHSAS 18001:2007 certified		
Conductor: Bare copper wire 0.55mm (AWG23)		
Sheath: FRNC/LS0H		
Bandwidth of 500 MHz or higher		
The Cat.6A S/FTP cable shall have the diameter of the outer jacket not greater than 6.8 mm and weight not more than 47.7 kg/km.		
Performance conforms to EN50173-1, ISO/IEC 11801 and EIA/TIA-568C, Category 6A Specifications		
Characteristic Impedance of Cat.6A S/FTP cable shall be 100Ω ±5Ω and the copper conductor shall be AWG 23		
The Cat.6A S/FTP cable shall comply with a crush resistance greater to 1,000N/10cm.		
Cable manufacturer shall certified with Quality Management according to ISO 9001 and Environmental Management System according to ISO 14001		
Electrically and mechanically of Cat.6A S/FTP shall meet or exceed the requirements of ISO/IEC 11801 and EN50173-1.		

## SPECIFICATIONS FOR FIBER CABLING

<b>Specification for Single Mode Outdoor Fiber</b>			
<i>Requirement</i>		<i>Confirm (Yes/No)</i>	<i>Remarks</i>
<b>Cable Type</b>	Armored		
	Stranded loose tube		
	Outdoor		
	Gel-free/ Gel filled		
<b>Fiber Type</b>	Zero water peak Single-mode, 9/125 micron primary coated buffers		
	OS2		
<b>Armor Type</b>	Corrugated steel		
<b>Number of Cores</b>	Mentioned on the BoQ		
<b>Armour</b>	Corrugated Steel Tape Armour		
<b>Cable Construction Type</b>	Armored Stranded loose tube		
<b>Jacket UV Resistance</b>	UV stabilized		
<b>Attenuation</b>	@ 1310nm <= 0.35 dB/KM		
	@ 1550nm <= 0.25 dB/KM		
<b>Clad Diameter (um)</b>	Please specify		
<b>Concentricity (um)</b>	Please specify		
<b>NON-Circularity (%)</b>	Please specify		
<b>Coat Diameter</b>	245 + - 10		
<b>Zero Dispersion Wavelength (um)</b>	1310 + - 10		
<b>Compression</b>	> 40 N/mm		
<b>Twist</b>	> 10 cycles		
<b>Impact</b>	> 2.9 N-m		
<b>Flex</b>	> 35 cycles		
<b>Bend Radius (Installation/Unloaded)</b>	Please specify		
<b>Cable Diameter</b>	Please specify		
<b>Lose Tube Diameter</b>	Please specify		
<b>Operating Temperature</b>	Please specify		
<b>Warranty</b>	25 Years Manufacture Performance Warranty for the product		
Vender Should have minimum of 10 years' experience in selling the quoted brand in Sri Lanka			
Vender should have at least one certified vender for the quoted product by the manufacture (Should attach proof)			
Letter from the distributor agent starting the capability authorization for sale support of the quoted product			

<b>SM Optical Fiber (Indoor)</b>			
<i>Requirement</i>		<i>Conform (Yes / No)</i>	<i>Remarks</i>
<b>Cable Type</b>	Singlemode OS2		
	Indoor		
	9/125 µm water-blocked loose tube		
	Gel-free/ gel-filled		
	Polyethylene sheath and nylon jacket		
<b>Number of Cores</b>	Mentioned on the BoQ		
<b>Attenuation</b>	less than 0.35 dB/km (at 1310nm), less than 0.25 dB/km (at 1500nm)		
<b>Minimum Bending Radius</b>	> 15 cm		
<b>Warranty</b>	25 Years Manufacture Performance Warranty for the product		
Vender Should have minimum of 5 years' experience in selling the quoted brand in Sri Lanka			
Vender should have at least one certified vender for the quoted product by the manufacture (Should attach proof)			
Letter from the distributor agent starting the capability authorization for sale support of the quoted product			

<b>Fiber Optic Patch Panel</b>			
<i>Requirement</i>		<i>Conform (Yes / No)</i>	<i>Remarks</i>
<b>Fiber Management shelf</b>	The fiber management shelf shall have compact design and be ideal for high density front patching applications.		
	Should be fully loaded and factory fitted assembly with no assembling required during installation at site		
	High Density: 1U: 6/12/24 Fiber terminations		
	Should be factory fitted and tested with LC adapters, splice trays, LC SM Pigtails, sleeves and fiber management rings		
	Compatible with all connector types		
	Mounting brackets can be placed in different positions		
<b>Drawer style shelf</b>	Sliding type		
	Easy access to splicing tray		
	Easy access to back side of connector		
<b>Accessories</b>	Fiber management guides, radius controls & secure tie downs provided		
	Sealed cable inlets for dust and rodent protection		
	Others: Please specify		
<b>Fiber input</b>	2 No's minimum		
<b>Housing Material</b>	Min 16-gauge steel		
<b>Surface</b>	Powder coated		
<b>Compliance</b>	RoHS Compliant		

<b>Fiber termination</b>		
<i>Requirement</i>	<i>Conform (Yes / No)</i>	<i>Remarks</i>
Fibers must be directly terminated on to LC connectors		
Fusion splicing of factory made LC pig-tails permitted only if fully automated fusion splicing equipment is used		
<b>Pigtails</b> : 9/125,0.9,SC,LSZH, Semi Tight Pre terminated compatible with LC snap in adapter plates		

<b>Fiber Patch Cord SM</b>		
<i>Requirement</i>	<i>Confirm (Yes/No)</i>	<i>Remarks</i>
<b>Make and Type</b>	LC-LC Duplex Fiber Optic Patch Cords 9/125 micron	
<b>Cable Sheath</b>	LSZH	
<b>Cable Diameter</b>	1.8 mm mini twin zip	
<b>Ferrule</b>	Ceramic	
<b>Buffer</b>	.6 mm	
<b>Return Loss</b>	> 45 db	
<b>Insertion Loss</b>	.1 db Typical Max .3 db	
<b>ROHS</b>	ROHS/ELV Compliant	
<b>Length</b>	2m	

<b>Conduits for Fiber at indoor</b>		
<i>Requirement</i>	<i>Conform (Yes / No)</i>	<i>Remarks</i>
Must use separate conduits to lay fibers at indoor.		
Diameter: 1 inch minimum		
Labeling: Waterproof labels at each 1-meter distance		

<b>Removing Existing Fibers and devices</b>		
<i>Requirement</i>	<i>Conform (Yes / No)</i>	<i>Remarks</i>
Removing of existing fiber cables end-to-end after completing the new fiber network		
Removing of existing network racks and transferring its devices to new racks		

<b>Warranty and Conditions</b>		
<b>Requirement</b>	<b>Conform (Yes / No)</b>	<b>Remarks</b>
Warranty should be 25-years for UTP /Fiber cabling		
Bidder should have at least 10 years' experience in the relevant field in Sri Lanka		
Certificate of business registration		
ICTAD certificate ( at least EM2 or above)		
Annual turnover should be not less than 100M (should be provide Audited financial reports for last 3 years)		
Details of 3 major projects worth not less than 25 million each, carried out from same brand during last 5 years.		
Certified installer certificate for quoted brand.		
Manufacture Authoritarian letters for quoted items		
The bidder or its subsidiaries or affiliated companies should not be blacklisted by any government institution during the past 5-years		

# **SPECIFICATIONS FOR INSTALLATION AND TESTING OF FIBER & UTP CABLES**

## **1. Optical Fiber Installation**

1. All fibers shall be installed as a single cable between patch panels. No joints, however formed are allowed along the fiber cables between patch panels.
2. At least 1m slack is left within the fiber optic patch panel to enable re-termination in future.
3. Two meters of cable must be coiled and left secured within the rack or just outside the rack.
4. Only some of the fibers at each location should be terminated, as indicated in the BOQ.
5. Since trenches may not be waterproof, the Bidder shall ensure that the cable specified is capable of functioning without degradation, even if it is submerged in water. The Bidder shall verify that the cable to be used complies with all safety and fire regulations in force.
6. Suitable mechanical fuses shall be utilized to ensure that the cable installation is done within the manufacturer's specifications.
7. When installed, all cables should be clearly marked at the end points showing the destination site of fiber. Individual fibers in each cable should be color-coded.
8. Fibers shall not be spliced at any point between the fiber patch panels at each site.

## **2. Optical Fiber Testing**

1. The Bidder must provide and certify hard copy OTDR (Optical Time Domain Reflectometer) traces for:
  - a) All individual fibers of all cables
  - b) In both directions
  - c) At both 1310nm and 1550nm wavelengths
2. For the purpose of testing, 5m test leads with LC connectors should be used. The Bidder must test each test-fiber as specified below. The University reserves the right to observe all aspects of the testing procedures. A hard copy of all OTDR traces obtained in the presence of a representative of the University must be submitted to such representative immediately after such testing.
3. The complete test results shall be submitted with the full documentation set requested by the client on completion of the installation.



## **UTP CABLING INSTALLATION SPECIFICATIONS**

### **Telecommunications Outlet & Horizontal cross connect Installation**

- a) Cables shall be coiled in the surface-mount boxes if adequate space is present to house the cable coil without exceeding the manufacturer's bend radius. No more than 12" of slack shall be stored.
- b) In addition, each cable type shall be terminated as indicated below:
  - i) Cables shall be dressed and terminated in accordance with the recommendations made in the TIA/EIA-568-B document, manufacturer's recommendations and/or best industry practices.
  - ii) Pair untwist at the termination shall not exceed one-half an inch for Category 6A connecting hardware.
  - iii) Bend radius of the cable in the termination area shall not be less than 4 times the outside diameter of the cable.
  - iv) The cable jacket shall be maintained as close as possible to the termination point.
  - v) Cables shall be neatly bundled and dressed to their respective panels or blocks. Each panel or block shall be fed by an individual bundle separated and dressed back to the point of cable entrance into the rack or frame.
  - vi) Each cable shall be clearly labeled on the cable jacket behind the patch panel at a location that can be viewed without removing the bundle support ties. Cables labeled within the bundle, where the label is obscured from view shall not be acceptable.

### **Horizontal Distribution Cable & Installation**

- a) Cable shall be installed in accordance with manufacturer's recommendations and best industry practices.
- b) Cable raceways shall not be filled greater than the manufacturer recommended guidelines.
- c) Cables shall be installed in continuous lengths from origin to destination (no splices).
- d) The cable's minimum bend radius and maximum pulling tension shall not be exceeded.
- e) Horizontal distribution cables shall be bundled into groups of not greater than 40 cables. Cable bundle quantities in excess of 40 cables may cause deformation of the bottom cables within the bundle.
- f) Cables shall not be attached to ceiling grid or lighting support wires.
- g) Any cable damaged or exceeding recommended installation parameters during installation shall be replaced by the contractor prior to final acceptance at no cost to the **UOP**.
- h) A self-adhesive label or PVC marker ferrules shall identify the Cables. A cable label shall be applied to the cable behind the faceplate on a section of cable that can be accessed by removing the cover plate. Similar label or marker ferrules shall also be placed on a section of the cable near to the patch panel termination.

- i) Unshielded twisted pair cable shall be installed so that there are no bends less than four times the cables outside diameter (4 X cable Outside diameter) at any point in the run.
- j) Pulling tension on 4-pair UTP cables shall not exceed 25-pounds for a single cable or cable bundle. The pathway shall be adequately sized so as not to exceed the 80% cross-section fill of cables. The pathway shall be securely installed in the facility.

### **Installation acceptance Testing Specifications**

Installed UTP Cabling System shall be tested with TIA / EIA 568 Level IIE / Level III hand held testers. Each installed UTP drop shall be tested as per the latest revisions of EIA/TIA 568C, ISO/IEC 11801 Amendment 1 Cat 6a specifications. Length, Wire Map, Attenuation, Pair-to-pair and PowerSum NEXT, ELFEXT and PS ELFEXT, Return Loss, Delay Skew, ACR and PS ACR shall be tested and results provided to **UOP** in soft format on a CD and in hard format.

## Warranty Specifications

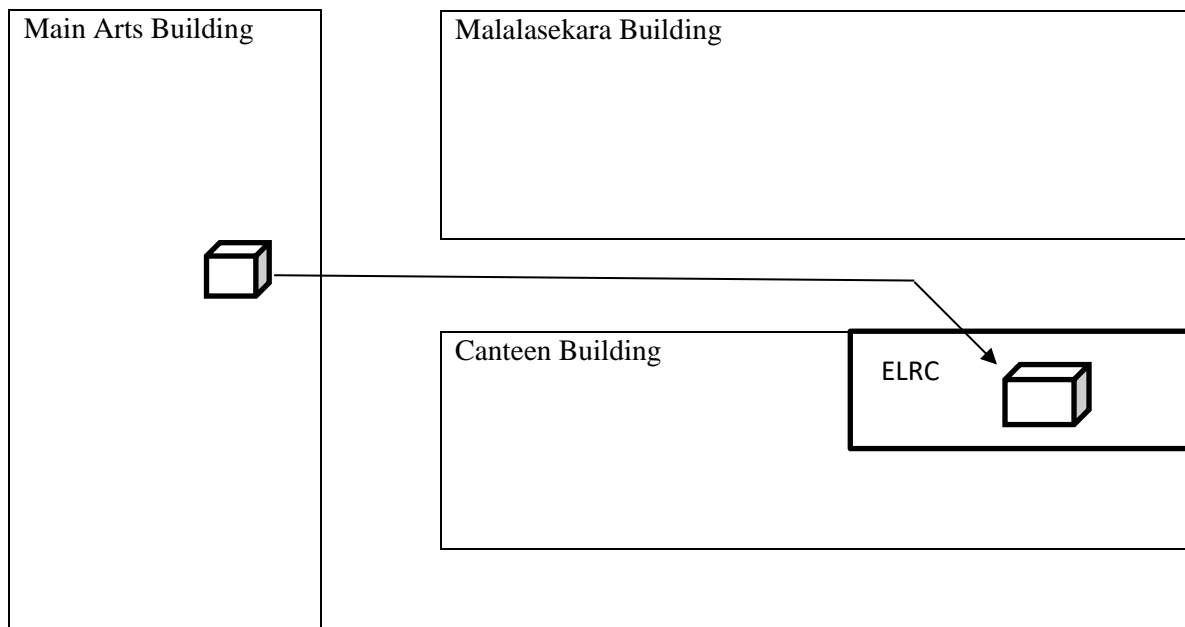
**UOP** seeks warranty for the installed cable plant from the OEM equipment supplier. Bidder shall ensure that the OEM norms for supply, installation, testing and documentation as specified by the OEM supplier shall be adhered to, provided those are in line with TIA / EIA standards and **UOP** requirement specifications. The warranty shall be provided by the OEM vendor to **UOP**. The duration of the warranty shall be for a minimum of 15 years and shall cover the system performance, application assurance and the costs of the supply of components and installation. A Sample Warranty certificate shall be provided by the bidder along with the bid.

## Documentation Specifications

The successful bidder shall after completion of the installation, submit a detailed documentation of the cable plant. The documentation shall cover, in the minimum, the following

- a) As-built diagrams of the campus Network, with building and floor wise distribution of users and connectivity
- b) Test results for UTP
- c) Consolidated BOM with manufacturer's part Nos. and quantities used
- d) Warranty certificate from OEM supplier

## Fiber Map



## Section VI. Conditions of Contract

### 1. Definitions

1.1 The following words and expressions shall have the meanings 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 Contract Agreement, subject to such additions and adjustments thereto or deductions therefrom, 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) “CC” means the Conditions of Contract.
- (g) “Goods” means all of the commodities, raw material, 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 Contract Data.
- (i) “Related Services” means the services incidental to the supply of the 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 natural person, private 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.
- (l) “The Project Site,” where applicable, means the place named in the Contract Data.

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 contracts. In pursuit of this policy:
- (i) giving, offering, “corrupt practice” means 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 Severability**

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 or 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 joint 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 Institute. In the absence of such standards, the Goods supplied shall be complied to other internationally accepted standards, such as British 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 Completion** 12.1 Subject to CC Sub-Clause 32.1, the Delivery of the Goods **and** Documents of the Related Services shall be in accordance with the Delivery and Completion Schedule specified in the Schedule of Requirements. Where applicable the details of shipping and other documents to be furnished by the Supplier are specified in the Contract Data.
- 13. Supplier's Responsibilities** 13.1 The Supplier shall supply all the Goods and Related Responsibilities-Services included in the Scope of Supply in accordance ties with CC Clause 11, and Completion Schedule, as per CC Clause 12
- 14. Contract Price** 14.1 Prices charged by the Supplier for the Goods supplied and the vary from the prices quoted by the Supplier in its bid.
- 15. Terms of Payment** 15.1 The Contract Price, shall be paid as specified in the Contract agreement.

- 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 CC 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 If required as specified in the Contract agreement, the Supplier shall, within fourteen (14) days of the notification of contract award, provide a performance security of Ten percent (10%) of the Contract Price for the performance of the Contract.
- 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 As specified in the Contract Data, the Performance Security, if required, shall be in Sri Lanka Rupees and shall be in the format stipulated by the Purchaser in the Contract Data, 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,

**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 it receives from the Purchaser to the extent required for the Subcontractor to perform its work under the Contract, in which event the Supplier shall obtain from such that imposed on the Supplier under CC Clause 19.



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 copyright in such materials shall remain vested in such third party.

19.2 The Purchaser shall not use such documents, data, and other information received from the Supplier for any purposes 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 the performance of the Contract.

19.3 The above provisions of CC 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 CC 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 Subcontracts shall comply with the provisions of CC Clauses 3 and 7.

## **21. Specifications and Standards**

21.1 Technical Specifications and 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 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 any such codes and standards shall be applied only after approval by the Purchaser and shall be treated in accordance with CC 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 Contract Data, Responsibility for arranging transportation of the Goods shall be a responsibility of the supplier.

**25. Inspections and Tests**

25.1 The Supplier shall at its own expense and at no cost to the Purchaser carry out all such tests and/or inspections of the Goods and Related Services as are specified in the Contract Data.

25.2 The inspections and tests may be conducted on the premises of 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 to 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 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 the 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 specifications at no cost to the Purchaser, and shall repeat the test and/or inspection, at 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 CC 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, as liquidated damages, a sum equivalent to the percentage specified in the Contract Data of the delivered price of the delayed Goods or unperformed Services for each week or part thereof of delay until actual delivery or performance, up to a

maximum deduction of the percentage specified in those Contract Data. Once the maximum is reached, the Purchaser may terminate the Contract pursuant to CC Clause 34.

**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 CC 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 Unless otherwise specified in the Contract Data, the warranty shall remain valid for twelve (12) months after the Goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the Contract Data.
- 27.4 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.
- 27.5 Upon receipt of such notice, the Supplier shall, within the period specified in the Contract Data, expeditiously repair or replace the defective Goods or parts thereof, at no cost to the Purchaser.
- 27.6 If having been notified, the Supplier fails to remedy the defect within the period specified in the Contract Data, 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 CC Sub-Clause 28.2, indemnify and hold harmless the Purchaser and its 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.

- 28.2 If any proceedings are brought or any claim is made against the Purchaser arising out of the matters referred to in CC Sub-Clause 28.1, the Purchaser shall promptly give the Supplier a notice thereof, and the Supplier may at its own expense and in the Purchaser's name conduct such proceedings or claim and any negotiations for the settlement of any such proceedings or claim.
- 28.3 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 proceedings or claim, then the Purchaser shall be free to conduct the same on its own behalf.
- 28.4 The Purchaser shall, at the Supplier's request, afford all available assistance to the Supplier in conducting such proceedings or claim, and shall be reimbursed by the Supplier for all reasonable expenses incurred in so doing.
- 28.5 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 proceedings, 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**

30.1 Unless otherwise specified in the Contract, if after the date of 28 days prior to date of Bid submission, any law, regulation, ordinance, order or bylaw having the force of law is enacted, promulgated, abrogated, or changed in Sri Lanka that 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 CC 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 purposes 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 its 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 CC Clause 8, to make changes within the general scope of the Contract in any one 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 must be asserted within twenty-eight (28) days from the date of the Supplier's receipt of the Purchaser's change order.
- 32.3 Prices to be charged by the Supplier for any Related Services that might be needed 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.
- 32.2 Subject to the above, no variation in or modification of the terms of the Contract shall be made except by written amendment signed by the parties

**33. Extensions of Time**

- 33.1 If at any time during performance of the Contract, the Supplier should encounter conditions impeding timely delivery of the Goods or completion of Related Services pursuant to CC 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 its 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 CC 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 CC Clause 26, unless an extension of time is agreed upon, pursuant to CC 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 CC 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 CC 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 CC 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.

The Purchaser, by notice sent to the Supplier, may terminate the Contract, in whole or in part, at any time for its 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 Goods 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.

<b>CC 1.1(h)</b>	<b>The Purchaser is:</b> University of Peradeniya
<b>CC 1.1 (l)</b>	<b>The Project Site(s)/Final Destination(s) is/are:</b> Faculty of Arts, University of Peradeniya
<b>CC 8.1</b>	For notices, the Purchaser's address shall be: <b>Attention: Deputy Director/Procurement</b> <b>Address: , Room No.12, 2<sup>nd</sup> Floor (Next to Academic and Council Unit), OTS Office, AHEAD Project, Senate Building, University of Peradeniya</b> <b>Telephone: 081-2392326</b> <b>Facsimile number: 081-2388102</b> <b>Electronic mail address: <a href="mailto:peraahead@gmail.com">peraahead@gmail.com</a></b>
<b>CC 17.1</b>	<b>A Performance Security shall be 10% of the contract price for the Performance of the contract.</b>
<b>CC 26.1</b>	<b>The liquidated damage shall be charged at 0.5% of the total contract price per day.</b> <b>The maximum amount of liquidated damages shall be 10% of the total contract price.</b>

**Section VIII. Contract Forms**

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# 1. Contract Agreement

THIS CONTRACT AGREEMENT is made

the [ insert: number ] day of [ insert: month ], [ insert: year ].

BETWEEN

- (1) [ insert complete name of Purchaser ], a [ insert description of type of legal entity, for example, an agency of the Ministry of ..... or corporation and having its principal place of business at [ insert address of Purchaser ] (hereinafter called “the Purchaser”), and
- (2) [ insert name of Supplier ], a 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, viz., [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 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) The Contract Agreement
  - (b) Contract Data
  - (c) 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 payments 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 may 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: [insert signature]

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

For and on behalf of the Supplier

Signed: [insert signature of authorized representative(s) of the Supplier] in the capacity of [ insert title or other appropriate designation ]

in the presence of [ insert identification of official witness]

## 2. 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: P.O. Box 25, University of Peradeniya, Peradeniya *[Name and Address of Employer]* -----

Date: -----

PERFORMANCE SECURITY No.: -----

We have been informed that ----- *[name of Contractor/Supplier]* (hereinafter called "the Contractor" ) has entered into Contract No ----- *[reference number of the contract]* dated ----- with you, for the ----- *[insert "construction" / "Supply"]* of ----- *[name of contract and brief description of Works]* (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 must be received by us at this office on or before that date.

\_\_\_\_\_  
*[signature(s)]*

### 3. Guarantee for Advance Payment

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

Date: [insert date (as day, month, and year) of Bid Submission]

IFB No. and title: [insert number and title of bidding process]

[is 'using agency's letterhead]

Beneficiary: [insert legal name and address of Purchaser]

ADVANCE PAYMENT GUARANTEE No.: [insert Advance Payment Guarantee no.]

We, [insert legal name and address of issuing agency], have been informed that [insert complete name and address of Supplier] (hereinafter called "the Supplier") has entered into Contract No. [insert number] dated [insert date of Agreement] with you, for the supply of [insert types of Goods to be delivered] (hereinafter called "the Contract").

Furthermore, we understand that, according to the conditions of the Contract, an advance is to be made against an advance payment guarantee.

At the request of the Supplier, we hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of [insert amount(s)<sup>50</sup> in figures and words] upon receipt by us of your first demand in writing declaring that the Supplier is in breach of its obligation under the Contract because the Supplier used the advance payment for purposes other than toward delivery of the Goods.

It is a condition for any claim and payment under this Guarantee to be made that the advance payment referred to above must have been received by the Supplier on its account [insert number and domicile of the account]

This Guarantee shall remain valid and in full effect from the date of the advance payment received by the Supplier under the Contract until [insert date<sup>51</sup>].

\_\_\_\_\_  
[signature(s) of authorized representative(s) of the issuing agency]

<sup>50</sup>The bank shall insert the amount(s) specified in the CONTRACT DATA and denominated, as specified in the CONTRACT DATA, either in the currency(ies) of the Contract or a freely convertible currency acceptable to the Purchaser.

<sup>51</sup> Insert the Delivery date stipulated in the Contract Delivery Schedule. The Purchaser should note that in the event of an extension of the time to perform the Contract, the Purchaser would need to request an extension of this Guarantee from the bank. Such request must be in writing and must be made prior to the expiration date established in the Guarantee. In preparing this Guarantee, the Purchaser might consider adding the following text to the Form, at the end of the penultimate paragraph: "We agree to a one-time extension of this Guarantee for a period not to exceed [six months][one year], in response to the Purchaser's written request for such extension, such request to be presented to us before the expiry of the Guaran

## 4. Site Visit Authentication Form

Deputy Director/Procurement / OTS Office, AHEAD Project

Senate Building, University of Peradeniya

**Supply and Install necessary internet for 8 smart classrooms (SA 2.3-Phase I), and the ELRC (S.A. 5.1)**

**AHEAD/RA2/ELTAELSE/PDN/FOA/WORKs/10**

This is to certify that the following company / bidder visited the proposed site for the above work requirement on the 13<sup>th</sup> of January 2023 at the Faculty of Arts, University of Peradeniya 20400, Peradeniya.

Name & Address of the Company / Bidder: .....

.....

Date: .....

.....

Signature of the Director, Networking & Communication services Unit / Authorized Officer

Networking & Communication services Unit

University of Peradeniya

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