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**UNIVERSITY OF SRI JAYEWARDENEPURA
FACULTY OF MANAGEMENT STUDIES AND
COMMERCE**

**BIDDING DOCUMENT
SUPPLYING, INSTALLING AND CONFIGURING
OF COMPUTER NETWORK FOR THE FAULTY
OF MANAGEMENT STUDIES AND COMMERCE
OF THE UNIVERSITY OF SRI
JAYEWARDENEPURA**

**IFB NUMBER
10C/2019/FMSC**

PURCHASER:

Vice Chancellor,
University of Sri Jayewardenepura
Gangodawila,
Nugegoda.

March 2019



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TABLE OF CONTENTS

Section	Contents	Page Number
Section I	Instruction to Bidders (ITB)	01 - 13
Section II	Bidding Data Sheet (BDS)	14 -15
Section III	Evaluation and Qualification Criteria	16
Section IV	Bidding Forms	17 - 24
Section V	Schedule of Requirement	25 - 44
Section VI	Condition of Contract	45 - 55
Section VII	Contract Data	56
Section VIII	Contract Forms	57 - 60

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.

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: <ul style="list-style-type: none"> (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: <ul style="list-style-type: none"> (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

		<p>contract;</p> <p>(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</p> <p>(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.</p>
	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	<p>A Bidder shall not have a conflict of interest. All bidders found to have conflict of interest shall be disqualified.</p> <p>Bidders may be considered to have a conflict of interest with one or more parties in this bidding process, if they:</p> <p>(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</p> <p>(b) submit more than one bid in this bidding process. However, this does not limit the participation of subcontractors in more than one bid.</p>
	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 .
	4.4	Foreign Bidder may submit a bid only if so stated in the in the Bid.
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 Standards Institute (SLSI). In the absence of such standards, the Goods supplied shall be complied to other internationally accepted standards.
		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.

		<p>Volume 1</p> <ul style="list-style-type: none"> • Section I. Instructions to Bidders (ITB) • Section VI. Conditions of Contract (CC) • Section VIII. Contract Forms <p>Volume 2</p> <ul style="list-style-type: none"> • Section II. Bidding Data Sheet (BDS) • Section III. Evaluation and Qualification Criteria • Section IV. Bidding Forms • Section V. Schedule of Requirements • Section VII. Contract Data • Invitation For Bid
	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
		Preparation of Bids
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
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

Section I – Instruction to Bidders (ITB)

		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

Section I – Instruction to Bidders (ITB)

		<p>indicated separately;</p> <p>(iii) the price for inland transportation, insurance and other related services to deliver the goods to their final destination;</p> <p>(iv) the price of other incidental services</p>
	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	<p>The documentary evidence of the Bidder's qualifications to perform the contract if its bid is accepted shall establish to the Purchaser's satisfaction:</p> <p>(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</p>

Section I – Instruction to Bidders (ITB)

		<p>or producer of the Goods to supply these Goods;</p> <p>(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</p> <p>(c) that the Bidder meets each of the qualification criterion specified in Section III, Evaluation and Qualification Criteria.</p>
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	<p>The Bid Security shall be in the amount specified in the BDS and denominated in Sri Lanka Rupees, and shall:</p> <p>(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;</p> <p>(b) be issued by a institution acceptable to Purchaser. The acceptable institutes are published in the NPA website, www.npa.gov.lk.</p> <p>(c) be substantially in accordance with the form included in Section IV, Bidding Forms;</p> <p>(d) be payable promptly upon written demand by the Purchaser in case the conditions listed in ITB Clause 20.5 are invoked;</p> <p>(e) be submitted in its original form; copies will not be accepted;</p> <p>(f) remain valid for the period specified in the BDS.</p>
	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.

Section I – Instruction to Bidders (ITB)

	20.5	<p>The Bid Security may be forfeited or the Bid Securing Declaration executed:</p> <ul style="list-style-type: none"> (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 agreeing to correction of arithmetical errors in pursuant to ITB Sub-Clause 30.3 (c) if the successful Bidder fails to: <ul style="list-style-type: none"> (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.
		Submission and Opening of Bids
22. Submission, Sealing and Marking of Bids	22.1	<p>Bidders may always submit their bids by mail or by hand.</p> <ul style="list-style-type: none"> (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	<p>The inner and outer envelopes shall:</p> <ul style="list-style-type: none"> (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 26.1. <p>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.</p>
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.

Section I – Instruction to Bidders (ITB)

	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 submitted by sending a written notice in accordance with 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: <ul style="list-style-type: none"> (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 41.1.
	25.3	No bid may be withdrawn, substituted, or modified in the interval between the deadline for submission of bids and the expiration of the period of bid validity specified by the Bidder on the Bid Submission Form or any extension thereof.
26. Bid Opening	26.1	The Purchaser shall conduct the bid opening in public at the address, date and time specified in the BDS.
	26.2	First, envelopes marked “WITHDRAWAL” shall be opened and read out and the envelope with the corresponding bid may be opened at the discretion of the Purchaser. No bid withdrawal shall be permitted unless the corresponding withdrawal notice contains a valid authorization to request the withdrawal and is read out at bid opening. Envelopes marked “M ODIFICATION” 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.
		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: <ul style="list-style-type: none"> (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

Section I – Instruction to Bidders (ITB)

		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 15 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.

Section I – Instruction to Bidders (ITB)

		<p>(a) Bid Submission Form, in accordance with ITB Sub-Clause 12.1;</p> <p>(b) Price Schedules, in accordance with ITB Sub-Clause 12;</p> <p>(c) Bid Security or Bid Securing Declaration, in accordance with ITB Clause 20.</p>
32. Examination of Terms and 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 Currency	33.1	If the bidders are allowed to quote in foreign currencies in accordance with sub clause 15.1, for evaluation and comparison purposes, the Purchaser shall convert all bid prices expressed in foreign currencies in to Sri Lankan Rupees 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	<p>To evaluate a Bid, the Purchaser shall consider the following:</p> <p>(a) the Bid Price as quoted in accordance with clause 14;</p> <p>(b) price adjustment for correction of arithmetic errors in accordance with ITB Sub-Clause 30.3;</p> <p>(c) price adjustment due to discounts offered in accordance with ITB Sub-Clause 14.2; and 14.3</p> <p>(d) adjustments due to the application of the evaluation criteria</p>

Section I – Instruction to Bidders (ITB)

		<p>specified in the BDS from amongst those set out in Section III, Evaluation and Qualification Criteria;</p> <p>(e) adjustments due to the application of a domestic preference, in accordance with ITB Clause 34 if applicable.</p>
	35.4	The Purchaser’s evaluation of a bid may require the consideration of other factors, in addition to the factors sated in ITB Sub-Clause 35.3, if specified in BD S. 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.
	35.5	If so specified in the BDS, these Bidding Documents shall allow Bidders to quote for one or more lots, and shall allow the Purchaser to award one or multiple lots to more than one Bidder. The methodology of evaluation to determine the lowest-evaluated lot combinations is specified in Section III, Evaluation and Qualification Criteria.
36. Comparison of Bids	36.1	The Purchaser shall compare all substantially responsive bids to determine the lowest-evaluated bid, in accordance with ITB Clause 35.
37. Post qualification of the Bidder	37.1	The Purchaser shall determine 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 valuated 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.

Section I – Instruction to Bidders (ITB)

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	<p>Until a formal Contract is prepared and executed, the notification of award shall constitute a binding Contract.</p> <p>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.</p>
42. Signing of Contract	42.1	Within Seven (7) days after notification, the Purchaser shall complete the Agreement, and inform the successful Bidder to sign it.
	42.2	Within Seven (7) days of receipt of such information, the successful Bidder shall sign the Agreement.
43. Performance Security	43.1	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.

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.

A. Introduction	
ITB 1.1	The Purchaser is: Vice Chancellor, University of Sri Jayewardenepura
ITB 1.1	The name of the contract is: Supplying, Installing and Configuring of Computer Network for the Faculty of Management Studies and Commerce of the University of Sri Jayewardenepura
ITB 2.1	The source of funding is GOSL
B. Contents of Bidding Documents	
ITB 7.1	<p>For clarification of bid purposes only, the Purchaser's address is:</p> <p>Attention: Deputy Bursar (Supplies)</p> <p style="text-align: center;">Faculty of Management Studies and Commerce</p> <p style="text-align: center;">University of Sri Jayewardenepura</p> <p>Address : Gangodawila, Nugegoda.</p> <p>Telephone: 0112-758 000 (Extension: 3005,3009)</p> <p>Any request for clarification should reach the purchaser ten (10) days prior to the deadline for submission for bids.</p> <p>Facsimile number: 0112 803 653</p>
C. Preparation of Bids	
ITB 11.1(e)	<p>The bidder shall submit the following additional documents,</p> <ol style="list-style-type: none"> 1. Financial Stability of the Firm – Audited financial statements of past five years 2. Past Supply Records 3. Five years' experience of the bidder in data communication and networking field
ITB 14.3	The bidder may quote following minimum quantities: All items in the Schedule of Supply.
ITB 15.1	The bidder shall quote the local expenditure in: Sri Lankan Rupees (LKR)
ITB 17.3	Period of time the Goods are expected to be functioning: Minimum 10 years
ITB 27.3	Warranty: Five years comprehensive onsite warranty for the total project
ITB 18.1(b)	After sales service is required
ITB 19.1	The bid shall be validity until 30.07.2019 (90 days)
ITB 20.1	(a) Bid shall include a Bid Security (issued by bank) included in Section IV Bidding Forms.
ITB 20.2	<p>The amounts of the Bid Security shall be; 200,000.00</p> <p>The validity period of the bid security shall be until 13.08.2019 (104 days)</p>

D. Submission and Opening of Bids	
ITB 22.2	The inner and outer envelopes shall bear the following identification marks: Supplying, Installing and Configuring of Computer Network for the Faculty of Management Studies and Commerce of the University of Sri Jayewardenepura No. 10C/2019/FMSC
ITB 23.1	For bid submission purposes only, the Purchaser's address is : Attention: Deputy Bursar Address : Faculty of Management Studies and Commerce University of Sri Jayewardenepura, Gangodawila, Nugegoda. The deadline for bid submission is : Date: 02.05.2019 Time: 1.30 p.m
ITB 26.1	The bid opening shall take place at : Address : Board Room – Stage I, Faculty of Management Studies and Commerce, University of Sri Jayewardenepura, Gangodawila, Nugegoda. Date: 02.05.2019 Time: 1.30 p.m
E. Evaluation and Comparison of Bids	
ITB 34.1	Domestic preference shall not be a bid evaluation factor.
ITB 35.3 (d)	The adjustments shall be determined using the following criteria, from amongst those set out in Section III, Evaluation and Qualification Criteria: (a) Deviation in Delivery schedule : Not applicable (b) Deviation in payment schedule : Not applicable (c) The cost of major replacement components, mandatory spare parts, and service : Not applicable
ITB 35.4	The Following factors and methodology will be used for evaluation Not Applicable
ITB 35.5	Bidders should quote for all items listed in the Schedule of Supply.

Section III. Evaluation and Qualification Criteria

This Section complements the Instructions to Bidders. It contains the criteria that the Purchaser uses to evaluate a bid and determine whether a Bidder has the required qualifications. No other criteria shall be used.

1. Post qualification Requirements (ITB 37.2)

After determining the lowest-evaluated bid in accordance with ITB Sub-Clause 36.1, the Purchaser shall carry out the post qualification of the Bidder in accordance with ITB Clause 37, using only the requirements specified. Requirements not included in the text below shall not be used in the evaluation of the Bidder's qualifications.

(a) Financial Capability

The Bidder shall furnish documentary evidence that it meets the following financial requirements.

Documentary evidence : Audited financial statements of past 5 years

Financial Requirement : Bidder should have positive Working Capital for at least 3 of the past 5 years

(b) Experience and Technical Capacity

The Bidder shall furnish documentary evidence to demonstrate that it meets the following experience requirement.

Documentary evidence : Five years experience of the bidder in the field of supplying, installing and configuring of Computer Network quoted to state institutions.

Experience Requirement : Bidder should have five years experience in this field.

(c) Past Supply Records

The Bidder shall furnish documentary evidence to demonstrate that the Goods it offers meets the following usage requirement.

Documentary evidence : Past Supply Records

Usage Requirement : Bidder should have experience in supplying, installing and configuring of computer network at least one supply of greater than LKR 15 million within last three years.

(d) Evaluation of Bids : Evaluation will be done as a total package.

(e) Pre-Bid Meeting : Pre-Bid Meeting will be held on at for providing clarification from the procurement entity's representative/s. Bidder's participation is a must for the pre-bid meeting.

Section IV. Bidding Forms

Table of Forms

Bid Submission Form.....	18 - 19
Price Schedule	20 - 21
Bid Security (Guarantee)	22
Bid-Securing Declaration	23
Manufacturer’s Authorization.....	24

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:

No.: **10C/2019/FMSC**

To: **Vice Chancellor, University of Sri Jayewardenepura, Gangodawila, Nugegoda**

We the undersigned, declare that:

- (a) We have examined and have no reservations to the Bidding Documents, including Addenda No.:*[insert the number and issuing date of each Addenda]*;
- (b) We offer to supply in conformity with the Bidding Documents and in accordance with the Delivery Schedules specified in the Schedule of Requirements the following Goods and Related Services **Supplying, Installing and Configuring of Computer Network for the Faculty of Management Studies and Commerce of the University of Sri Jayewardenepura;**
- (c) The total price of our Bid without VAT, including any discounts offered is: *[insert the total bid price in words and figures]*;
- (d) The total price of our Bid including VAT, and any discounts offered is: *[insert the total bid price in words and figures]*;
- (e) 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;
- (f) 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;
- (g) We have no conflict of interest in accordance with ITB Sub-Clause 4.3;
- (h) 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]*

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 and common seal]*

Dated on _____ day of _____, _____ *[insert date of signing]*

Price Schedule

*[The Bidder shall fill in these Price Schedule in accordance with the instructions indicated. The list of line items in column 1 of the **Price Schedules** shall coincide with the List of Goods and Related Services specified by the Purchaser in the Schedule of Requirements.]*

Price Schedule

Name of Bidder _____

1	2	3	4	5	6	7	8	9	10
Line Item No.	Description of Goods or related services	Qty and Unit	Unit Price Excluding VAT	Price per line item	Inland transportation and other related services to deliver the goods to their final destination if not included under column 4	Total Price Excluding VAT	Discounted Total Price (if any) Excluding VAT	VAT	Total Price including VAT (Col.7 or 8+9)
1	Total Cost of UTP Network Installation (including the cost for removing of the existing Network)	01	N/A	N/A					
2	Total Cost of Fiber Network Installation	01	N/A	N/A					
3	Total Cost of Electrical Power Supplying (including UPS)	01	N/A	N/A					
Total									

Total in words (without VAT):

VAT Amount:

VAT Registration No.:

Name:

Signed _____

(Common Seal)

Duly authorized to sign the Bid for and on behalf of.....

Date:

Bid Guarantee

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

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

Beneficiary: Vice Chancellor, University of Sri Jayewardenepura, Gangodawila, Nugegoda

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 Supply]* 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

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

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

Name of contract: **Supplying, Installing and Configuring of Computer Network for the Faculty of Management Studies and Commerce of the University of Sri Jayewardenepura** -- [insert name]

*Contract Identification N^o: -----[insert number]

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

To **Vice Chancellor, University of Sri Jayewardenepura, Gangodawila, Nugegoda**
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.

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

Contents

1. List of Goods and Delivery Schedule
 - 1.2 Quantities to be Delivered for Part Payments
2. list of Related Services and Completion Schedule
3. Technical Specifications
4. Financial Records
5. Experience and Technical Capacity
6. Past Supply Records

1. List of Goods and Delivery Schedule

[The Purchaser shall fill in this table, with the exception of the column “Bidder’s offered Delivery date” to be filled by the Bidder]

Line Item No	Description of Goods	Quantity	Unit	Final (Project Site) Destination as specified in BDS	Earliest Delivery Date	Latest Delivery Date	Bidder’s offered Delivery date [to be provided by the bidder]
1	UTP Network Installation						
1.1	Manageable Network Switches (Type I)	02	Units	Faculty of Management Studies and Commerce University of Sri Jayewardenepura	45 (Forty-Five) days	60 (Sixty) days	
1.2	Manageable Network Switches (Type II)	38	Units				
1.3	Equipment Racks 12U	03	Units				
1.4	Equipment Racks 15U	04	Units				
1.5	Equipment Racks 18U	05	Units				
1.6	UTP Cable Managements	38	Units				
1.7	Keystone with Face Plates – Single Port	658	Units				
1.8	Fly leads (Type I) – UTP	580	Units				
1.9	Fly leads (Type II) – UTP	110	Units				
1.10	Fly leads (Type III) – UTP	30	Units				
1.11	Patch Cords (Type I) – UTP	640	Units				
1.12	Patch Cords (Type II) – UTP	60	Units				

	1.13	Patch Cords (Type III) – UTP	30	Units				
	1.14	Patch Panels – CAT6 UTP	38	Units				
	1.15	Fluke Testing report	01	Report				
2		Fiber Network Installation						
	2.1	Multi-Mode Fiber Cabling						
	2.2	Fiber Termination –End Racks	22	Pairs				
	2.3	Fiber Termination –Main Rack S1	16	Pairs				
	2.4	Fiber Termination –Main Rack S2	14	Pairs				
	2.5	Fiber Patch Panel –End Racks	11	Units				
	2.6	Fiber Patch Panel –Main Racks	02	Units				
	2.7	Fiber Patch Cord	24	Units				
	2.8	Fiber Patch Cable Management	02	Units				
	2.9	OTDR Testing Report –Single Direction	01	Report				
3		Electrical Power Supplying (including UPS)						
	3.1	20 KVA UPS	01	Unit				
	3.2	Electrical Wiring	01	Unit				

Applicable only if delivery is considered for evaluation. If not only one column “Delivery Date” duly filled by the Purchaser is required.

1.2 Quantities to be delivered for Part Payments

- **Part payments are not applicable for this procurement**

2. List of Related Services and Completion Schedule

[This table shall be filled in by the purchaser. The Required Completion Dates should be realistic and consistent with the required Goods Delivery Dates]

Service	Description of Services	Quantity¹	Unit	Place where Services shall be performed	Final Completion Date(s) of Services
1	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Not Applicable

¹ If applicable

3. TECHNICAL SPECIFICATIONS

[The Technical specifications may be provided in the following format. The bidder shall fill the columns 3 and 4. Bidder's failure to provide the information requested in the columns 3 may be a reason for the rejection of the bid. If any discrepancy is observed between the information provided by the bidder in the columns 3 and 4 and the other technical information attached to the bid, the information provided herein shall take precedence.]

1 Details of the UTP Network (Total Number of Points: 658)

UTP Network			
Item	Quantity	Unit Price (Rs.)	Total Price excluding taxes
1.1 Structured Cabling for network points (Specifications Attached) Supply and Installation of UTP CAT6 23AWG Wiring node including: - 1 Unit of Installation of CAT 6 Cables with PVC casing - 1 UK Style Single Port Face Plate - 1 No. of CAT 6 Keystone Outlet	658		
1.2 Network Switch - Type 01 (specifications attached)	02		
1.3 Network Switch - Type 02 (specifications attached)	38		
1.4 Equipment Racks 12U (specifications attached)	03		
1.5 Equipment Racks 15U (specifications attached)	04		
1.6 Equipment Racks 18U (specifications attached)	05		
1.7 Patch Panels – UTP (specifications attached)	38		
1.8 Cable Managements - UTP (specifications attached)	38		
1.9 UTP Patch Cords (Type I) (specifications attached)	640		
1.10 UTP Patch Cords (Type II) (specifications attached)	60		
1.11 UTP Patch Cords (Type III) (specifications attached)	30		
1.12 UTP Fly Leads (Type I) (specifications attached)	580		
1.13 UTP Fly Leads (Type II) (specifications attached)	110		
1.14 UTP Fly Leads (Type III) (specifications attached)	30		
1.15 Fluke Testing report for <u>all</u> the network points <u>including</u> UTP Uplinks	01		
1.16 Removing of the racks, casings, cables, faceplates etc. of the existing Network of the building	N/A	N/A	
		Total	

UTP network – Technical Specifications**1.1 Manageable Network Switch (Type I) - 02 Units**

Specifications	Minimum Requirement	Please specify our requirement satisfy or not	Remarks
		(Yes/No only)	
Make	Cisco or Equivalent		
Model			
Architecture			
Mounting	Shall be 19" Rack Mountable		
Power Supplies	Shall have dual, hot-swappable power supplies		
SFP Slots	8 x Gigabit SFP Slots for 100Mb/1G Transceivers or better 4 x 10 GbE SFP+ ports		
RJ 45 Ports	8 RJ-45 autosensing 10/100/1000 ports or better		
Expansion slots	The switch shall have one expansion slot		
Console Port	1 RJ-45 serial console port		
SDRAM	2GB SDRAM or better		
Flash	512 MB flash or better		
Switching capacity	Shall have switching capacity of 250 Gbps		
switching throughput	Shall have up to 210 million pps switching throughput		
Packet Buffer	4 MB or better		
Resiliency			
	Shall have the capability to extend the control plane across multiple active switches making it a virtual switching fabric, enabling interconnected switches to perform as single Layer-2 switch and Layer-3 router		
	Shall support virtual switching fabric creation across nine switches using 10G Ethernet Links		
	The modules/cables to create virtual switching fabric shall be provided		
	IEEE 802.1D Spanning Tree Protocol, IEEE 802.1w Rapid Spanning Tree Protocol and IEEE 802.1s Multiple Spanning Tree Protocol		
	IEEE 802.3ad Link Aggregation Control Protocol (LACP)		
	Ring protocol support to provide sub-100ms recovery for ring Ethernet-based topology		
Layer 2 Features			
	Shall support up to 4,000 port or IEEE 802.1Q-based VLANs		
	Shall support GARP VLAN Registration Protocol or equivalent feature to allow		

	automatic learning and dynamic assignment of VLANs		
	Shall have the capability to monitor link connectivity and shut down ports at both ends if uni-directional traffic is detected, preventing loops		
	Shall support IEEE 802.1ad QinQ and Selective QinQ to increase the scalability of an Ethernet network by providing a hierarchical structure		
	Shall support Jumbo frames on GbE and 10-GbE ports		
	Able to multicast group streaming		
	Multicast Listener Discovery (MLD) snooping		
	IEEE 802.1AB Link Layer Discovery Protocol (LLDP)		
	Multicast VLAN to allow multiple VLANs to receive the same IPv4 or IPv6 multicast traffic		
Layer 3 Features (any additional licenses required shall be included)			
	Static Routing for IPv4 and IPv6		
	RIP for IPv4 (RIPv1/v2) and IPv6 (RIPng)		
	IS-IS for IPv4 and IPv6 (IS-ISv6)		
	Policy-based routing		
	Unicast Reverse Path Forwarding (uRPF)		
	IPv6 tunneling through standard IPv4 packet		
	Dynamic Host Configuration Protocol (DHCP) client, Relay and server		
QoS and Security Features			
	Access Control Lists for both IPv4 and IPv6 for filtering traffic to prevent unauthorized users from accessing the network		
	Port-based rate limiting and access control list (ACL) based rate limiting		
	Congestion avoidance using Weighted Random Early Detection (WRED)		
	Supporting strict priority (SP) queuing, weighted round robin (WRR), weighted fair queuing (WFQ), and weighted random early discard (WRED)		
	IEEE 802.1x to provide port-based user authentication with multiple 802.1x authentication sessions per port		
	Media access control (MAC) authentication to provide simple authentication based on a user's MAC address		
	Dynamic Host Configuration Protocol (DHCP) snooping to prevent unauthorized DHCP servers		
	Port security and port isolation		

Management Features			
	Configuration through the CLI, console, Telnet, SSH and Web Management		
	SNMPv1, v2, and v3 and Remote monitoring (RMON) support		
	Management security through multiple privilege levels with password protection		
	FTP, TFTP, and SFTP support		
	Port mirroring to duplicate port traffic (ingress and egress) to a local or remote monitoring port. Shall support minimum four mirroring groups		
	RADIUS/TACACS+ for switch security access administration		
	Network Time Protocol (NTP) or equivalent support		
	Shall have Ethernet OAM (IEEE 802.3ah) management capability		
Environmental Features			
	Comply with CE, RoHS and WEEE regulations		
	Safety and Emission standards including UL 60950-1; IEC 60950-1; VCCI Class A; EN 55022 Class A		
Warranty and Support			
	The Warranty shall be offered directly from the switch OEM.		
	Minimum 5 years warranty with advance replacement and next-business-day delivery		
	Vender Should have minimum of 5 years' experience in selling the quoted brand in Sri Lanka		
	Vender should have at least three certified Engineer for the quoted product by the manufacture		
	Letter from the manufacturer stating the capability authorization for sale support of the quoted product		

1.2 Network Switches (Type II) - 38 Units

Specifications	Minimum Requirement	Please specify our requirement satisfy or not	Remarks
		(Yes/No only)	
Make	Cisco or Equivalent		
Model			
Architecture			
Ports	24 RJ-45 auto-negotiating 10/100/1000 Mbps PoE ports		
Additional Ports	2 x 1000BASE-X SFP ports in addition to above ports. 2 x 1/10G BASE-T ports		
POE Capability	Support IEEE 802.3af PoE on all 24 ports		
POE Throughput	shall have minimum 190 Watts for PoE Power		
Transceivers supported	Shall support 1000 Base- SX, LX, and LX Bi-directional SFP transceivers		
Switching capacity	Switching capacity of 48 Gbps or better		
Switching throughput	Switching throughput of up to 38 million pps or better		
Console Port	1 RJ-45 console port		
SDRAM	512 MB RAM		
Flash	128 MB		
Packet Buffer Size	1.5 MB		
Layer 2 Features			
MAC Address table size	8,000 entries		
Standards supported	Shall support IEEE 802.3ad LACP		
	Shall support IEEE 802.1D STP, IEEE 802.1w RSTP, IEEE 802.1s MSTP		
	Shall support IGMP snooping, MLD Snooping		
	Shall support IEEE 802.1AB LLDP		
Layer 2 and Layer-3 features			
	Shall support IEEE 802.1Q (4,094 VLAN IDs) and 64 VLANs simultaneously		
	Shall support Voice VLANs		
	Shall support gratuitous ARP		
	Shall support Jumbo frames up to 8 kilobyte frame size		
	Shall support Static IPv4 routing		
	Shall support Static IPv6 routing		

	Shall support DHCP relay to simplify management of DHCP addresses in networks with multiple subnets		
Security and QoS Features			
	Shall support port security and port isolation		
	Shall support packet storm protection		
	Shall support MAC and IP-based ACLs		
	Shall support IEEE 802.1X and RADIUS network, portal authentication		
	Shall support ARP detection		
	Shall support DHCP snooping		
	Shall support STP BPDU protection preventing forged BPDU attacks		
	Shall support STP Root Guard		
	Shall support Layer 4 Prioritization		
Management Features			
	SNMPv1, v2c, and v3 and RMON support		
	Shall support Port mirroring		
	Shall support intuitive Web GUI (http/https), CLI for easy management		
	Shall support management security through multiple privilege levels		
Warranty & Experience			
	The Warranty shall be offered directly from the switch OEM.		
	Minimum 5 years warranty with advance replacement and next-business-day delivery		
	Vender Should have minimum of 5 years' experience in selling the quoted brand in Sri Lanka		
	Vender should have at least three certified Engineer for the quoted product by the manufacture		
	Letter from the manufacturer stating the capability authorization for sale support of the quoted product		

1.3 Equipment Racks 12U (03 Units)

Specification	Minimum Requirement	Bidder's Response	Technical References (page number)
Make & Model			
Country of Origin			
Mountings supported	19" Network switches, patch panels, and cable managements		
Size	12 U		
Color	White		
Features	Proper termination capability with two sets of rails		
	Transparent Front door with locks		
	Side Panel Removable		
Ventilation	Forced air ventilation facility using Fan Plate with 2 Nos. 230V Fan		
	Louvers to facilitate air circulation		
Type	Wall mountable		
Depth (mm)	600		
PDU	Type	13A 6 Way PDU	
	Size	1U	

1.4 Equipment Racks 15U (04 Units)

Specification	Minimum Requirement	Bidder's Response	Technical References (page number)
Make & Model			
Country of Origin			
Mountings supported	19" Network switches, patch panels, and cable managements		
Size	15 U		
Color	White		
Features	Proper termination capability with two sets of rails		
	Transparent Front door with locks		
	Side Panel Removable		
Ventilation	Forced air ventilation facility using Fan Plate with 2 Nos. 230V Fan		
	Louvers to facilitate air circulation		
Type	Wall mountable		
Depth (mm)	600		
PDU	Type	13A 6 Way PDU	
	Size	1U	

1.5 Equipment Racks 18U (05 Units)

Specification	Minimum Requirement	Bidder's Response	Technical References (page number)
Make & Model			
Country of Origin			
Mountings supported	19" Network switches, patch panels, and cable managements		
Size	18 U		
Color	White		
Features	Proper termination capability with two sets of rails		
	Transparent Front door with locks		
	Side Panel Removable		
Ventilation	Forced air ventilation facility using Fan Plate with 2 Nos. 230V Fan		
	Louvers to facilitate air circulation		
Type	Wall mountable		
Depth (mm)	600		
PDU	Type	13A 6 Way PDU	
	Size	1U	

1.6 UTP Cable Management (38 Units)

Specification	Minimum Requirement	Bidders Response	Technical References (page number)
Make			
Model			
Type	Single sided horizontal finger duck panel		
Size	1U or better 19" Rack mountable		
Front Cover	Required		
Material	Steel		

1.7 Keystone with Face Plates – Single Port (658 Units)

Specification	Minimum Requirement	Bidders Response	Technical References (page number)
Make			
Model			
Country of Origin			
Country of Manufacturing			
Keystone			
Type	110		
Standards Supported	T568B and T568A		
Category	Category 6 Unshielded		
Wiring Labels	Printed on the Keystone		
Tools Supported	Should be able to terminate with standard 110 punch-down tools		
Faceplate			
Type	Single Port		
Shutter	Needed		
Label	Required		
Support	Should support with the keystone quoted by the bidder		
Accessories	Nails for mounting.		
Color	White / Ivory		
Additional Requirement	Both products must be of the same brand		

1.8 Fly leads (Type I) - UTP 580 Units

Specification	Minimum Requirement	Bidder's Response	Technical References (page number)
Make & Model			
Country of Origin			
Performance Category	UTP CAT6		
Length	3 Meters		
Conductor gauge	24 AWG or better		
Wiring Standard	T568B		
Color	Ash or White		
Features	Both ends must be Factory Fitted		

1.9 Fly leads (Type II) - UTP 110 Units

Specification	Minimum Requirement	Bidder's Response	Technical References (page number)
Make & Model			
Country of Origin			
Performance Category	UTP CAT6		
Length	1 Meter		
Conductor gauge	24 AWG or better		
Wiring Standard	T568B		
Color	Yellow		
Features	Both ends must be Factory Fitted		

1.10 Fly leads (Type III) - UTP 30 Units

Specification	Minimum Requirement	Bidder's Response	Technical References (page number)
Make & Model			
Country of Origin			
Performance Category	UTP CAT6		
Length	1.5 Meter		
Conductor gauge	24 AWG or better		
Wiring Standard	T568B		
Color	Red		
Features	Both ends must be Factory Fitted		

1.11 Patch Cords (Type I) - UTP 640 Units

Specification	Minimum Requirement	Bidder's Response	Technical References (page number)
Make & Model			
Country of Origin			
Performance Category	UTP CAT6		
Length	0.5 Meters		
Color	Yellow		
Conductor gauge	24 AWG or better		
Wiring Standard	T568B		
Features	Both ends must be Factory Fitted		

1.12 Patch Cords (Type II) - UTP 60 Units

Specification	Minimum Requirement	Bidder's Response	Technical References (page number)
Make & Model			
Country of Origin			
Performance Category	UTP CAT6		
Length	0.5 Meters		
Color	Green		
Conductor gauge	24 AWG or better		
Wiring Standard	T568B		
Features	Both ends must be Factory Fitted		

1.13 Patch Cords (Type III) - UTP 30 Units

Specification	Minimum Requirement	Bidder's Response	Technical References (page number)
Make & Model			
Country of Origin			
Performance Category	UTP CAT6		
Length	0.5 Meters		
Color	Black		
Conductor gauge	24 AWG or better		
Wiring Standard	T568B		
Features	Both ends must be Factory Fitted		

1.14 Patch Panels - CAT6 UTP (38 units)

Specification	Minimum Requirement	Please specify our requirement satisfy or not (Yes/No only)	Description of the Bidders Offer
Make			
Model			
Country of Origin			
Rack Mounted	Yes		
Size	19 Inch		
Front Connector Interface	RJ-45		
Number of Ports	24 ports		
Performance Category	Cat 6 UTP		

2 Details of the Fiber Network

Fiber Network			
Item Required	Quantity	Unit Price (Rs.)	Total Price excluding taxes
<p>Multi-Mode Fiber Supply and Installation of 8 core Tight-Buffered Indoor Distribution 50/125 Multi-Mode OM-3 wiring (AMP-USA or similar). With PVC casing and conduit surface mounted.</p> <p>Main Rack S1 to Main Rack S2</p> <p>Main Rack S1 to S1 Ground Floor Main Rack S1 to S1 1st Floor-1 Main Rack S1 to S1 1st Floor-2 Main Rack S1 to S1 2nd Floor-1 Main Rack S1 to S1 2nd Floor-2 Main Rack S1 to S1 3rd Floor</p> <p>Main Rack S2 to S2 Ground Floor Main Rack S2 to S2 1st Floor Main Rack S2 to S2 2nd Floor-1 Main Rack S2 to S2 2nd Floor-2 Main Rack S2 to S2 3rd Floor</p>	35 M		
2.1			
Please Specify cost per extra 01 Meter of Multi-Mode Fiber cabling. (For Measure and Pay Basis beyond 35M if applicable)	1 M	Specify the Per Meter cost	
2.2			
<p>Fiber Termination –End Racks MM OM-3 Fiber Fusion Splicing with OM-3 LC pigtails and all accessories</p>	22 pairs.		
2.3			
<p>Fiber Termination –Main Rack S1 MM OM-3 Fiber Fusion Splicing with OM-3 LC pigtails and all accessories</p>	16 Pairs.		
2.4			
<p>Fiber Termination –Main Rack S2 MM OM-3 Fiber Fusion Splicing with OM-3 LC pigtails and all accessories</p>	14 Pairs.		
2.5			
<p>Fiber Patch Panel –End Racks 19” 1U Fiber Patch Panel with 8F(4Duplex) LC couplers MM Loaded</p>	11 Nos.		
2.6			
<p>Fiber Patch Panel –Main Racks 19” 1U Fiber Patch Panel with 48F (24Duplex) LC couplers MM Loaded</p>	02 Nos.		
2.7			
<p>Fiber Patch Code LC-LC 50/125 Multi-Mode OM-3 Fiber Patch Cord Duplex 1Mtr</p>	24 Nos.		
2.8			
<p>Fiber Patch Cable Management 1U 19” Rack mountable</p>	2 Nos.		

2.9	OTDR Testing Report –Single Direction	104 Nos.		
2.10	<p>Multi-Mode Transceiver</p> <ul style="list-style-type: none"> • Small form-factor pluggable (SFP) Gigabit SX transceiver • full-duplex Gigabit connectivity • Transmission distance up to 550m on a Multimode fiber <p>Should be in the same brand of switches quoted, <u>must be 100% compatible with above quoted Network Switch Type I</u></p>	16 Nos.		
2.11	<p>Multi-Mode Transceiver</p> <ul style="list-style-type: none"> • Small form-factor pluggable (SFP) Gigabit SX transceiver • full-duplex Gigabit connectivity • Transmission distance up to 550m on a Multimode fiber <p>Should be in the same brand of switches quoted, <u>must be 100% compatible with above quoted Network Switch Type II</u></p>	17 Nos.		
2.12	<p>Single-Mode Transceiver</p> <ul style="list-style-type: none"> • Small form-factor pluggable (SFP) Gigabit LX transceiver • full-duplex Gigabit connectivity • Transmission distance at least 1Km on a Single-Mode fiber <p>Should be in the same brand of switches quoted, <u>must be 100% compatible with above quoted Network Switch Type I</u></p>	2 Nos.		
			Total	

3 Electrical Power Supplying (including UPS)

3.1 20 KVA UPS 01 Unit

Feature	Minimum Requirement	Please specify our requirement Satisfy or not (Yes or No only)	Description of the Bidders Offer
Make			
Model			
Country of Origin			
Country of Manufacture			
Brand Name	Brand name must be registered internationally or locally. Brand name registration details must be provided.		
Output Power Capacity	20.0 KWatts / 20.0 kVA		
Nominal Output Voltage	400V 3PH		
Runtime	Minimum 10 minutes runtime at full load		
Efficiency at Full Load	95% or better		
Topology	Double Conversion Online		
Waveform Type	Sine wave		
Output Voltage Distortion	Less than 5% at full load		
Output Frequency	50 Hz ~ 60 Hz		
Output Connections	3 Ph + N + G		
Bypass	Built-in Maintenance Bypass, Built-in Static Bypass		
Protection	Circuit breaker and fuse		
Overload Protection	>125V%		
Nominal Input Voltage	400V 3PH		
Input Frequency	45 - 65 Hz (auto sensing)		
Input Connections	Hard Wire 5-wire (3PH + N + G)		
Input voltage range for main operations	310 - 470V		
Max. Input Current	35 - 40A		
Input Breaker Capacity	50 A		
Battery Type	VRLA/SLA		
Included Battery Modules	2		
Display	Alphanumeric display with backlight		
Available on the alphanumeric display	Input voltage, Input current, Input frequency, Output voltage, Output current, Output frequency, Battery voltage, Battery current and other relevant information		
Control panel controls	Pushbutton switches		
Alarms	Audible and visible alarms prioritized by severity		
Standards	CE, IEC, WEEE, RoHS		
Parts Availability	At least 08 years from the date of purchase		

3.2 Electrical Wiring

Specification	Our Requirement	Bidder's Response	Technical References (page number)
Electricity wiring to each network rack	All the network racks should be powered up from the Central UPS that will be kept in the control room located in the 1st Floor.		
	The UPS power paths should be insulated with Standard PVC covering material		
	Each network rack requires one 13A plug base (should be fixed outside the network rack) which should be powered from the above-mentioned UPS to power up the internal power bar of the network rack. 13 Nos of 13A (type G Square – pin) should be fixed.		
Power Arrangement of the Control Room	UPS input feeder cable need to wire from nearest 3phase DB to the control room Should be fixed the necessary isolator switch, RCCB/ELCB, MCBs etc. in the control room.		
	UPS power output needed to be distributed to the Network Racks through a dedicated MCB for each network rack.		
Standards	All electrical wiring and terminations need to meet BS7671 standard as well as local industrial electrical wiring and safety standards.		
Please refer to the attached building plan for more details			

Warranty : Five (5) years comprehensive onsite warrant for total project

Attention: Bidders are advised to fill the above table clearly and correctly.

Name of Bidder:

Signature of Bidder (with rubber seal):

Date:

Table of Clauses

1	Definitions
2	Contract Documents
3	Fraud and Corruption
4	Interpretation
5	Language
6	Joint Venture, Consortium or Association
7	Eligibility
8	Notices
9	Governing Law
10	Settlement of Disputes
11	Scope of Supply
12	Delivery and Documents
13	Supplier's Responsibilities
14	Contract Price
15	Terms of Payment
16	Taxes and Duties
17	Performance Security
18	Copyright
19	Confidential Information
20	Subcontracting
21	Specifications and Standards
22	Packing and Documents
23	Insurance
24	Transportation
25	Inspections and Tests
26	Liquidated Damages
27	Warranty
28	Patent Indemnity
29	Limitation of Liability
30	Change in Laws and Regulations
31	Force Majeure
32	Change Orders and Contract Amendments
33	Extensions of Time
34	Termination
35	Assignment

Section VI. Condition of Contract

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 Document	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)	“corrupt practice” means offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of a public official in the procurement process or in

Section VI – General Conditions of Contract

		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.

Section VI – General Conditions of Contract

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. Notice	8.1	Any notice given by one party to the other pursuant to the Contract shall be in writing to the address specified in the Contract Data. The term “in writing” means communicated in written form with proof of receipt.
	8.2	A notice shall be effective when delivered or on the notice’s effective date, whichever is later.
9. Governing Law	9.1	The Contract shall be governed by and interpreted in accordance with the laws of the Democratic Socialist Republic of Sri Lanka.
10. Settlement of Disputes	10.1	The Purchaser and the Supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.
	10.2	If, after twenty-eight (28) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the Purchaser or the Supplier may give notice to the other party of its intention to commence arbitration, as hereinafter provided, as to the matter in dispute, and no arbitration in respect of this matter may be commenced unless such notice is given. Any dispute or difference in respect of which a notice of intention to commence arbitration has been given in accordance with this Clause shall be finally settled by arbitration. Arbitration may be commenced prior to or after delivery of the Goods under the Contract. Arbitration proceedings shall be conducted in accordance with the Arbitration Act No:11 of 1995.
	10.3	Notwithstanding any reference to arbitration herein,
	(a)	the parties shall continue to perform their respective obligations under the Contract unless they otherwise agree; and
	(b)	the Purchaser shall pay the Supplier any monies due the Supplier.
11. Scope of Supply	11.1	The Goods and Related Services to be supplied shall be as specified in the Schedule of Requirements.
12. Delivery and Documents	12.1	Subject to CC Sub-Clause 32.1, the Delivery of the Goods and Completion of the Related Services shall be in accordance with the Delivery and Completion Schedule specified in the Schedule of Requirements. Where applicable the details of shipping and other documents to be furnished by the Supplier are specified in the Contract Data.
13. Supplier’s Responsibility	13.1	The Supplier shall supply all the Goods and Related Services included in the Scope of Supply in accordance with CC Clause 11, and the Delivery and Completion Schedule, as per CC Clause 12.
14. Contract Price	14.1	Prices charged by the Supplier for the Goods supplied and the Related Services performed under the Contract shall not vary from the prices quoted by the Supplier in its bid.
15. Terms of Payments	15.1	The Contract Price, shall be paid as specified in the Contract Data.
	15.2	The Supplier’s request for payment shall be made to the Purchaser in writing, accompanied by invoices describing, as

Section VI – General Conditions of Contract

		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 Data, 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
	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, and other materials containing data and information furnished to the Purchaser by the Supplier herein shall remain vested in the Supplier, or, if they are furnished to the Purchaser directly or through the Supplier by any third party, including suppliers of materials, the copyright in such materials shall remain vested in such third party.
19. Confidential Information	19.1	The Purchaser and the Supplier shall keep confidential and shall not, without the written consent of the other party hereto, divulge to any third party any documents, data, or other information furnished directly or indirectly by the other party hereto in connection with the Contract, whether such information has been furnished prior to, during or following completion or termination of the Contract. Notwithstanding the above, the Supplier may furnish to its Subcontractor such documents, data, and other information 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 Subcontractor an undertaking of confidentiality similar to that imposed on the Supplier under CC Clause 19.
	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

Section VI – General Conditions of Contract

		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. Inspection and Test	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

Section VI – General Conditions of Contract

		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

Section VI – General Conditions of Contract

		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 arisen 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.

Section VI – General Conditions of Contract

	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. Changing the Law 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.

Section VI – General Conditions of Contract

	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.
	32.4	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. Extension of Time	33.1	If at any time during performance of the Contract, the Supplier or its subcontractors 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

Section VI – General Conditions of Contract

		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.(a) 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.	
CC 1.1(i)	The Purchaser is: Vice Chancellor, University of Sri Jayewardenepura
CC 1.1 (m)	The Project Site is: As indicated in the List of Goods and Delivery Schedule of the Section V Schedule of Requirements.
CC 8.1	For notices , the Purchaser’s address shall be: Attention: Deputy Bursar (Supplies), Faculty of Management Studies and Commerce Address: University of Sri Jayewardenepura, Gangodawila, Nugegoda Telephone: 0112-758000 (Extension: 3005,3009) Facsimile number : Electronic mail address : sufmsc@sjp.ac.lk
CC 12.1	Details of shipping and other documents to be furnished by the Supplier are : Not Applicable
CC 15.1	CC 15.1 – The method and conditions of payment to be made to the Supplier under this Contract shall be as follows: An advance payment of 20% of the contract sum shall be paid after awarding the contract against the submission of an advance bond for the same amount. Balance eighty percent (80%) of the contract sum shall be paid after completion of the service. (Within 30 days)
CC 17.1	The Supplier shall provide a Performance Security of 10 percent of the Contract Price. Discharge of Performance Security shall take place: After one year and twenty-eight days from the date of the issuance of the Certification of Acceptance.
CC 17.3	The type of acceptable Performance Securities are: A bank guarantee, issued by a reputable bank located in Sri Lanka.
CC 25.1	The inspections and tests shall be : Not Applicable
CC 25.2	The inspections and tests shall be conducted a Not Applicable
CC 26.1	The liquidated damage shall be: Rupees ten thousand (10,000.00) per day
CC 26.1	The maximum amount of liquidated damages shall be 5% of the contract price.

Section VIII. Contract Forms

Table of Forms

1. Contract Agreement
2. Performance Security

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) This 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
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:

in the capacity of Vice-Chancellor, University of Sri Jayewardenepura

in the presence of

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

For and on behalf of the Supplier

Signed:

in the capacity of Manager,

in the presence of

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

2. Performance Security

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

[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: ----- [Name and Address of Employer] -----

Date: -----

PERFORMANC E GUARANTEE No.: -----

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

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

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

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

[Signature]