**Pre Bid Meeting Minutes**

**Supply, Installation, Testing & Commissioning of Solar Powered Lamps**

 **Date:** 23/10/2018

**Time:** 10.30 a.m.

**Venue:** Capital Works Division

**Main Observation Made:**

* TEC welcomed all the participants to the pre bid meeting.
* There are 02 bidders participated to the Pre Bid Meeting.
1. Sanwin Enterprise (Pvt)Ltd
2. Selcomms Engineering (Pvt)Ltd
* Works Engineer has explained the bidding document with members of the TEC and after having discussion with the bidders, following observations were made.
1. **Mandatory requirement No :05**
	* Lamp- should be separate part from the solar panel (**ref: Drawing**) – Neglect the highlighted word.
2. **Period of Completion:**
	* The period of completion should be 90 days from the date of signing of the agreement.
3. **Performance Bond:**
	* The validity period of the performance bond shall be 150 days.
4. **Advance Payment:**
	* The bidder is entitled to receive an advance payment of 20% of the Contract Amount of agreement by forwarding unconditional advance security drawn in favor of the Vice Chancellor, Uva Wellassa University issued by the bank approved by the Central Bank of Sri Lanka.
5. **Obligations of contractor during the warranty period:**
	* Anydefects encountered shall be rectified by the bidder including all the replacements covering all necessary costs. This warranty excludes for any defects/malfunction arises from the university.
6. The bidder should submit the work progress (Gantt chart) along with the submission of the bid.
7. Bidder shall furnish “manufactures’ authorization” for the product and confirm the availability of spares for necessary replacements after the maintenance period.
* All the participants visited the location identified for the Installation of Solar Powered Lamps.