



**UVA WELLASSA UNIVERSITY
AHEAD PROJECT
PASSARA ROAD
BADULLA**

**INVITATION FOR BIDS
FOR
PROVIDING ACCESS CONTROL SYSTEM FOR
LABORATORIES & SMART CLASS ROOMS
FOR
AHEAD PROJECT
(UWU/AHEAD/ELTAELSE/FAS/NCB/WORKS/07)**

BID DOCUMENT

Bidder's Name :

Address :

.....

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Invitation for Bids (IFB)

Vice Chancellor
Uva Wellassa University,
Passara Road,
Badulla

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Providing Access Control System for Laboratories & Smart Class rooms

Contract No :- UWU/AHEAD/ELTAELSE/FAS/NCB/WORKS/07

1. The **Chairman, Department Procurement Committee** on behalf of the Uva Wellassa University, invites sealed bids from eligible and qualified bidders for **providing Access Control System for laboratories & Smart Class rooms** as described below for an all-inclusive estimated cost of **Rs. 2Mn.**

Scope of work includes **Access Control System & necessary works. Contract period is 60 Days.**

2. Bidding will be conducted through **National Competitive Bidding** Procedure.
3. To be eligible for contract award, the successful bidder shall not have been blacklisted and shall meet the **CIDA C8 or higher grade in Buildings/services or Valid Business Registration.**
4. Interested bidders may obtain further information from **Deputy Director Procurement/OTS and Deputy Director- Engineering (OTS) of Uva Wellassa University, Badulla**

and inspect the bidding documents at the address given below from **9.00 AM to 4.00 PM on Weekdays except public holidays**

5. A complete set of Bidding Documents in English language may be purchased by interested bidders on the submission of a written application to the **Deputy Director Procurement/OTS** from **17/02/2020 to 3/3/2020** during 09.00 AM to 04.00 PM.
6. Bids shall be delivered to the address below on or before **2.30 PM on 3/3/2020**. Late bids will be rejected. Bids will be opened soon after closing in the presence of the bidders' representatives who choose to attend.
7. All bids shall be accompanied by a **valid bid bond amounting Rs. 20,000.00 from a bank approved by the Central Bank of Sri Lanka or by cash deposit to the University Shroff counter will also be accepted**. (Bidder shall submit the original bid bond/original receipt received from Shroff counter)
8. **Bids Shall be Valid up to 1/7/2020.**
9. **A pre bid meeting and site visit is scheduled to be held at 11.00 A.M. on 18/2/2020** at the Mini Board Room Senate Building.

Deputy Director Procurement
AHEAD/OTS

FORM OF BID

Providing Access Control Systems for Laboratories & Smart class room

Contract No: - UWU/AHEAD/ELTAELSE/FAS/NCB/WORKS/07

Vice Chancellor
Uva Wellassa University
Passara Road
Badulla

Sir,

1. Having examined the Standard Bidding Document, Schedule, Specifications, Drawings and Bills of Quantities and addenda for the execution of the above-named Works, we/I the undersigned, offer to execute and complete such Works and remedy any defect therein in conformity with the aforesaid Conditions of Contract, Schedule, Specifications, Drawings, Bill of Quantities and Addenda for the sum of Sri Lankan Rupees (LKR) or such other sums as may be ascertained in accordance with the said Conditions.
2. We/I acknowledge that the Schedule forms part of our Bid.
3. We/I undertake, if our Bid is accepted, to commence the Works as stipulated in the Schedule, and to complete the whole of the Works comprised in the Contract within the time stated in the Schedule.
4. We/I agree to abide by this bid for the period stated in the Sub-Clause 15 of Instructions to Bidders or any extended period and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
5. Unless and until a formal agreement is prepared and executed this Bid, together with your written acceptance thereof, shall constitute a binding contract between us/me.
6. We/I understand that you are not bound to accept the lowest or any Bid you may receive.

Dated this day of 20..... in the capacity of duly
authorized to sign tenders for and on behalf of
.....

(IN BLOCK CAPITALS)

Signature :

Address :

Witness :

Qualification Information

(To be completed by the bidder and submitted with the Bid)

	Eligibility Requirement	Bidder's Qualification	
<i>ICTAD Registration</i>			
Registration number	CIDA/ Business Registration		
Grade	C8 or if any		
Speciality	Bidder to specify		
Expiry Date	If any		
Backlisted Contractors			
Have you been declared as a defaulted contractor by NPA or any other Agency?		Yes/No	
IF yes provide details			
<i>VAT Registration Number</i>			
Construction Program	(attach as annex)		
Legal status	Public company/Private Company/Partnership/Sole proprietor		
	Eligibility Requirement	Bidder's Qualification	
Qualification and experience of key staff	Category, Experience and Qualifications (Insert requirement)*	Required Nos. *	Proposed by bidder (Name, experience and Qualifications)
	1		
	2		
	3		
List Other information required			
Past Experience	Attach relevant pages		

Signature of the Bidder :

FORM OF BID SECURITY

[this 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, Uva Wellassa University, Passara Road, Badulla

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]* (hereinafter called "the bidder") has submitted to you its bid dated ----- *[insert (by issuing agency) date]* (hereinafter called "the Bid") for the execution of **[Providing Access Control System for laboratories & smart classrooms]** under Invitation for Bids No. **UWU/AHEAD/ELTAELSE/FAS/NCB/WORKS/07**

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 Employer 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) the successful bidder furnishing the performance security, 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)]

FORM OF BID SECURING DECLARATION

*[If required, the **Bidder** shall fill in this form in accordance with the instructions indicated in brackets; * delete as appropriate]*

Name of contract ----- *[insert name by PE]*

Contract Identification No: -----*[insert number by PE]*

Invitation for Bid No.: ----- *[insert number by PE]*

To: ----- *[insert the name of the Employer preferably PE to fill before issuing the bidding document]*

I/We, the undersigned, declare that:

1. I/We understand that, according to instructions to bidders (hereinafter “the ITB”), bids must be supported by a bid-securing declaration;
2. I/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 I/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. I/We* understand this bid securing shall expire if we are not the successful bidder, upon the earlier of (i) the successful bidder furnishing the performance security; or (ii) twenty-eight days after the expiration of our bid.

Signed

In the Capacity of

Name.....

Dated onday of

Schedule

ITB Clause	Conditions of Contract Clause	Item	Data
1.	1.1.8	Employer is :	Name : Vice Chancellor Address: Uva Wellassa University, Passara Road, Badulla
	1.1.10	Engineer is:	Name : Deputy Director - Engineering Address: Uva Wellassa University, Passara Road, Badulla
1 & 13	1.1.21	Summary of Works	The Work consists of: Access Control System for laboratories & Smart Class rooms & Electrical works Contract Name : Providing Access Control systems for laboratories & Smart Class rooms & related work Contract Number : UWU/AHEAD/ELTAELSE/FAS/NCB/WO RKS/07
1.	1.1.14	Intended Completion Date	Intended Completion Date is 60 Days from the Start Date
2.		Source of Funds	The source of funds is WORLD BANK
3.		Eligibility	The requirement is; * By newspaper advertisement
12.		Documents of the Bid	Any other information - No
13.	10.10	Price Adjustment	Is not entitled

Bid Security / Bid
Securing Declaration

Bid shall include a Bid Security:

for an amount **Rs. 20,000,00** from a bank approved by the Central Bank of Sri Lanka or by cash deposit to the University Shroff counter will also be accepted.

- issued by an agency acceptable to Employer using the form for bid security (unconditional guarantee) included in
- Section 9, Standard Forms.
- remain valid till **1/7/2020**
- **OR**
- Bid shall include a Bid-Securing Declaration using the form included in Section 9.”

31.	4.4	Performance Security	<p>Amount of Performance Security required is 05 % of the Initial Contract Price.</p> <p>The form acceptable is from a bank approved by the Central Bank of Sri Lanka or by cash deposit to the University Shroff counter will also be accepted.</p>
	6.4	Late Completion	<p>The amount to be paid is 0.05% of Initial Contract Price per Day, subjected to maximum of 5% of Initial Contract Price.</p>
	8.1	Notification of Defects	<p>The period for Defect Notification is 180 Days from Taking Over.</p>
	10.3	Retention	<p>The amount of retention is 10 % of certified work done in each bill</p> <p>The maximum amount of retention is 5 % of Initial Contract Price.</p>

ITB Clause	Conditions of Contract Clause	Item	Data
	10.12	Advance Payment	Upon the payment of the advance payment in full the Employer shall return the original of the advance payment guarantee to the Contractor.
	13.1 (c)	Insurance, third party	Minimum amount for third party insurance is Rupees
	13.1	Insurance for Contractor's Personnel	Minimum amount for Insurance for Contractor's Personnel is Rupees.....
33.	1.1.11	Adjudicator	Fees and types of reimbursable expenses to be paid to the Adjudicator shall be on a case to case basis and shall be shared by the Contractor and the Employer.
	14.0	Resolution of Disputes	

Providing Access Control System for Laboratories and Smart Classrooms

BILL OF QUANTITIES

ITEM	DESCRIPTION	UNIT	QTY.	RATE (RS.)	AMOUNT(RS.)
	General instructions : Bidder shall visit and aware about the locations of the system and shall quote the price including all civil and builders work.				
1	Cost for finger print security system as per specification and 10 locations	Item	1.00	Lump Sum	
	Total				
	VAT 8%				
	Total with VAT 8%				

SUMMARY SHEET

TOTAL SUMMARY	
TOTAL CONSTRUCTION COST	
DISCOUNT	
TOTAL AFTER DISCOUNT	

Total amount in (words) :

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

.....

Authorized signature of bidder (Official Seal)

Finger print door security system

<i>Feature</i>	<i>Required specifications</i>
Model	Please specify :.....
Surface finishing	Please specify:.....
Scanner	Non coated optical scanner
Microprocessor	300 MHz
Memory	256 MB flash memory or above & 32 MB SDRAM or above
Algorithm	Please specify:.....
Product dimension (LxWxH) mm	Please specify:.....
Storage	Please specify:.....
Fingerprint templates	2000 (over-write possible)
Transactions	Please specify :.....
Enrollment and verification	
Method	Through finger print and RFID card access
Finger print placement	Any angle
Verification time (sec)	<1
Card Technology	Please specify:.....
Operating Environment	
Temperature °C	0-45
Humidity	20-80
Power input	DC 12 V 3A
Multimedia	
No of doors	10 labs (single door for entrance and exit)
• User friendly	

- When finger print was kept a notification (in display) should arise saying accepted or denied
- University should be able to add or remove finger prints when required. Should mention the possibility of blocking the access for certain finger prints for a temporary period when required
- Number of finger prints should be able to change annually within the limit given
- Entry and exit data should be recorded in a computer and log files should be accessible to an administrative officer
- Records should remain for at least 1 year or more and save able
- Provide access control units, master and slave readers and required software for the units
- Electro-magnetic door locks with door closers, break glass and key switch (should be compatible with the available doors and walls)
- PC to install controlling software can be provided
- Suppliers should supply and construct power and network outlets to the installation points including wiring, data cabling
- Any required carpentry and masonry work should be carried out
- All installation and configurations should be done
- Machines should be installed in a height not higher than 4 feet from the floor/in a height which can be accessed by a wheel chair.
- The supplier shall be responsible for all configuration of the system
- Sample enrollment and user training for administrator
- Connectivity to university data network should be provide by the supplier

The following facilities should be provided by the supplier

- On-site support for a period of 3 years or above after successful implementation
- The bidders should visit the site with prior appointment and carry out necessary inspection and test/measurement of the location as are necessary before submitting the proposal.
- Selected bidders should demonstrate their product upon request for evaluation
- Selected bidders are required to provide details about implementation of the similar system during the last 3 years
- Installation shall be coordinated with university technical staff
- Vender certified products should be used for the solution and it is necessary to submit vender authenticating letter with the proposal
- The machines must be setup where they are required by the University

- Power back up for each unit (minimum 04hr)
- Service and Support
 - a. The supplier shall provide a time schedule or response time for service calls to the system.
 - b. The supplier submission shall include costs of service and support
 - c. The supplier shall provide the costs of any maintenance agreements.
 - d. The supplier should be able to rectify or replace the items as and when required within the agreed time.
- Guarantee/Warranty Period
 - a. Item and the system are to be guaranteed for a period of three (03) years or more.
- Budget limit less than 2 million