

**DEMOCRATIC SOCIALIST REPUBLIC OF
SRI LANKA**



UVA WELLASSA UNIVERSITY

**SUPPLY, DELIVERY AND INSTALLATION OF
DESKTOP COMPUTERS FOR MAIN COMPUTER LAB
FOR THE YEAR 2026 –
UVA WELLASSA UNIVERSITY.**

UWU/G/NCB/C/26/03

NATIONAL COMPETITIVE BIDDING

| | |
|---------------------------|--|
| Bid Opening On | 27 th May 2026 - 2.00 p.m. |
| Bid Validity up to | 91 days from 27 th May 2026 |

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INVITATION FOR BIDS
SUPPLY, DELIVERY AND INSTALLATION OF DESKTOP COMPUTERS FOR MAIN
COMPUTER LAB FOR THE YEAR 2026 – UVA WELLASSA UNIVERSITY.
UWU/G/NCB/C/26/03

The Chairman, Department Procurement Committee, on behalf of the Uva Wellassa University, hereby invites sealed bids from eligible and qualified bidders for the **“SUPPLY, DELIVERY AND INSTALLATION OF DESKTOP COMPUTERS FOR MAIN COMPUTER LAB FOR THE YEAR 2026 – UVA WELLASSA UNIVERSITY”** The procurement will be conducted through the National Competitive Bidding (NCB) procedure.

1. Bidders should have at least three (03) years of experience in the relevant field in Sri Lanka.
2. Interested eligible bidders may obtain further information from the Deputy Bursar (Supplies), Uva Wellassa University, Passara Road, Badulla, (Tel.: 055-2226475, Fax No: 055-2226633), and inspect the bidding documents at the Supplies Division of the University between 9.00 a.m. and 3.00 p.m. from **7th May 2026 to 26th May 2026, and up to 12.30 p.m. on 27th May 2026.**
3. A complete set of bidding documents in English may be purchased by interested bidders upon submission of a written application to the Deputy Bursar (Supplies), Uva Wellassa University, Passara Road, Badulla, and upon payment of a non-refundable fee of LKR 12,500.00 in cash at the Shroff Counter of the University. The bidder can also download the bidding documents from the University website: www.uwu.ac.lk. Those who are obtaining bidding documents from the University website must submit the complete documents together with a **Bank Draft** drawn in favor of the **“Vice Chancellor, Uva Wellassa University”** for LKR 12,500.00 as the non-refundable fee. Alternatively, payment may be made to any branch of Bank of Ceylon, to **Uva Wellassa University, Account No: 3114820**, with the original receipt/deposit slip attached to the bidding documents. The documents may be purchased until **12.30 p.m. on 27th May 2026.**
4. Bids must be delivered to the **Chairman, Department Procurement Committee, Uva Wellassa University, Passara Road, Badulla**, on or before **2.00 p.m. on 27th May 2026.** Please indicate the **“SUPPLY, DELIVERY AND INSTALLATION OF DESKTOP COMPUTERS FOR MAIN COMPUTER LAB FOR THE YEAR 2026 – UVA WELLASSA UNIVERSITY - UWU/G/NCB/C/26/03”** on the top left-hand corner of the envelope.
5. All bids must be accompanied by a **Bid Security** addressed to the **Chairman, Department Procurement Committee, Uva Wellassa University, Passara Road, Badulla**, valid for 91 days from the date of bid opening. The Value of the Bid Security shall be **LKR 750,000.00**
6. A Pre-Bid meeting will be held at **10.00 a.m. on 13th May 2026** at the Board Room of Uva Wellassa University.
7. The completed bids shall be deposited in the ‘Tender Box’ available at the Registrar’s Office of the University, or sent by Registered Post to the address given in Clause No.5, ensuring receipt before the deadline.
8. Late bids will be rejected. Bids will be opened immediately after the closing of bids, in the presence of the bidders or their authorized representatives who choose to attend the bid opening, at the Board Room of the Uva Wellassa University.

Chairman
Department Procurement
Committee Uva Wellassa
University
Passara Road, Badulla, Sri Lanka
Tel/ Fax No: 055-2226475, 055-2226633

Section I. Instructions to Bidders (ITB)

This Bidding Document is based on the standard bidding document for National Competitive Bidding (NPA/Goods/SBD 01). Section I will not be provided with this bidding document. Bidders are instructed to refer the Section I of the standard bidding document (NPA/Goods/SBD 01). The document is available at the website of NPA, www.npa.gov.lk

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.

[Instructions for completing the Bid Data Sheet are provided, as needed, in the relevant ITB Clauses.]

| Clause Reference | A. General |
|------------------|--|
| ITB 1.1 | The Purchaser is: Uva Wellassa University |
| ITB 1.1 | The name and identification number of the Contract are: SUPPLY, DELIVERY AND INSTALLATION OF DESKTOP COMPUTERS FOR MAIN COMPUTER LAB FOR THE YEAR 2026 – UVA WELLASSA UNIVERSITY |
| ITB 2.1 | The source of funding is: GOSL |
| ITB 4.4 | Foreign bidders are allowed to participate in bidding: Not allowed |
| | B. Contents of Bidding Documents |
| ITB 7.1 | For Clarification of bid purposes only, the Purchaser’s address is: Attention: Deputy Bursar/ Supplies & Stores Address: Uva Wellassa University, Passara Road, Badulla. Telephone: 055-2226475 E-mail: supply@uwu.ac.lk |
| | C. Preparation of Bids |
| ITB 11.1 (e) | The Bidder shall submit the following additional documents: A complete company profile of the bidders including, but not limited to, the following: <ul style="list-style-type: none"> • Business Registration Certificate • VAT Registration Certificate • List of client who use the Products and their contract details • Past 3 years relevant experience in the relevant Industry in Sri Lanka (The bidder should have at least three years of experience in the relevant industry in Sri Lanka and should submit documents to prove experience in the industry.) • Manufacturer’s Authorization. • Certificate of Registration under Public Contract Act. • Financial statements |
| ITB 15.1 | The bidder shall quote the local expenditure in Sri Lankan Rupees. |
| ITB 18.1 (b) | After sales service is: Required |

| | | | | | |
|---|---|-------------------|---|-----------|---|
| ITB 19.1 | The bid shall be valid for: 91 days from 27th May 2026 | | | | |
| ITB 20.1 | Bid shall include a Bid Security in any of following ways (a) A Bank guarantee issued by a reputed bank operated in Sri Lanka. (b) Cash deposit at the Shroff Counter of the University (c) Cash deposit from any branch of Bank of Ceylon, to the Uva Wellassa University, Account No: 3114820, and the cash receipt/deposit slip to be attached with the bidding documents. | | | | |
| ITB 20.2 | The amount of the Bid Security shall be: LKR 750,000.00 Beneficiary: Vice Chancellor, Uva Wellassa University. The validity period of the bid security shall be 120 days from the closing date of the Bid | | | | |
| D. Submission and Opening of Bids | | | | | |
| ITB 22.2 (c) | The inner and outer envelopes shall bear the following identification marks: SUPPLY, DELIVERY AND INSTALLATION OF DESKTOP COMPUTERS FOR MAIN COMPUTER LAB FOR THE YEAR 2026 – UVA WELLASSA UNIVERSITY - UWU/G/NCB/C/26/03 | | | | |
| ITB 23.1 | For bid submission purposes, the Purchaser's address is: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Attention Address</td> <td style="width: 70%;">: Deputy Bursar/Stores & Supplies : Uva Wellassa University, Passara Road, Badulla.</td> </tr> </table> The deadline for the submission of bids is <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Date Time</td> <td style="width: 70%;">: 27th May 2026 : 2.00 p.m.</td> </tr> </table> | Attention Address | : Deputy Bursar/Stores & Supplies : Uva Wellassa University, Passara Road, Badulla. | Date Time | : 27th May 2026 : 2.00 p.m. |
| Attention Address | : Deputy Bursar/Stores & Supplies : Uva Wellassa University, Passara Road, Badulla. | | | | |
| Date Time | : 27th May 2026 : 2.00 p.m. | | | | |
| ITB 26.1 | The bid opening shall take place at: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Address Date Time</td> <td style="width: 70%;">: Board Room, Uva Wellassa University, Passara Road, Badulla. : 27th May 2026 : 2.00 p.m.</td> </tr> </table> | Address Date Time | : Board Room, Uva Wellassa University, Passara Road, Badulla. : 27th May 2026 : 2.00 p.m. | | |
| Address Date Time | : Board Room, Uva Wellassa University, Passara Road, Badulla. : 27th May 2026 : 2.00 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: Option 2 _Please refer - CC 26.1 (b) Deviation in payment schedule: Not applicable (c) The cost of major replacement components, mandatory spare parts, and service: Applicable | | | | |
| ITB 35.4 | The following factors and methodology will be used for evaluation: The Certificate from a Acceptance Committee should be produced after the installation for payment. | | | | |
| ITB 35.5 | Bidders shall be allowed to quote for one or more lots. [refer to Section III Evaluation and Qualification Criteria] Purchaser will evaluate the bid item basis. | | | | |

Section III. Evaluation and Qualification Criteria

1. Evaluation Criteria (ITB 35.3 (d))

The Purchaser's evaluation of a bid may take into account, in addition to the Bid Price quoted in accordance with ITB Clause 14, one or more of the following factors as specified in ITB Sub-Clause 35.3(d) and in BDS referring to ITB 35.3(d), using the following criteria and methodologies.

(a) Delivery schedule

Option 2

The goods covered under this invitation are required to be delivered within an acceptable range of weeks specified in the Schedule of Requirement. No credit will be given to earlier deliveries, and bids offering delivery beyond this range will be treated as nonresponsive. Within this acceptable range, an adjustment per week, as specified in the Bid Data Sheet, will be added for evaluation purposes only, to the bid price of bids offering deliveries later than the earliest delivery period specified in the Section V, Schedule of Requirements

(b) Deviation in payment schedule. **Not applicable**

(c) Cost of major replacement components, mandatory spare parts, and service:

The required spare parts for the goods covered under this invitation shall be available for at least five years of period and after sales service (Free service & Pay service).

(d) Specific additional criteria: **None**

2. Evaluation Criteria (ITB 35.4):

a. Bid may be submitted by any reputed supplier of **Desktop Computers** registered business in Sri Lanka or any accredited local agent who takes fullest responsibility for the whole bid. The local agent shall submit evidence of status, obligations, power of attorney and any other documentary evidence that he is duly authorized and eligible to bid on behalf of the manufacturer.

b. The bidders should also have previous experience of at least three years in relevant industry in the supply and also technical and financial capability necessary to perform the similar contract supply of more than 40 Desktop Computers

c. Draft service agreement for three-year period (after the warranty period) should be submitted.

d. Bids will be rejected as non-responsive if documentary evidence in proof of above has not been provided.

e. If an Agent submits bids on behalf of more than one supplier, unless each such bid is accompanied by a separate Bid Form for each bid, and a bid security when required

for each bid, and authorization from the respective Manufacturer, and valid vendor certificate, all such bids will be rejected as non- responsive.

- f. Bidders should possess the Certificate of Business Registration issued by a Governmental Authority/ Registrar of Companies/ Provincial Registrar of Business in the relevant category.
- g. Bidders shall register the Contract under Public Contract Act and submit the certificate of registration (ITB 11.1(e)).
- h. Bidders offering goods under their own brand names should provide along with their bids a current certification/s of quality; Bid not complying with this requirement may be treated as non - responsive.

3. Multiple Contracts (ITB 35.5)

The Purchaser shall award multiple contracts to the Bidder that offers the lowest evaluated combination of bids (one contract per bid) and meets the post-qualification criteria (this Section III, Sub-Section ITB 37.2 Post-Qualification Requirements)

The Purchaser shall:

- (a) Evaluate only lots or contracts that include items per lot and quantity per item

4. Domestic Preference (ITB 34.1) – Applicable to Procurement Guideline -7.7.1

5. 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 requirement(s):
 - Annual Turnover more than Rs.25 Mn.
- (b) Experience and Technical Capacity: The Bidder shall furnish documentary evidence.

Section IV. Bidding Forms

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Bid Submission Form

[The Bidder shall fill in this Form in accordance with the instructions indicated No alterations to its format shall be permitted and no substitutions shall be accepted.]

Date: [insert date (as day, month and year) of Bid Submission]
No.: [insert number of bidding process]

To: Chairman,
Department Procurement Committee
Uva Wellassa University
Passara Road

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 [* insert a brief description of the Goods and Related Services];
- 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;
- i. 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.
- j. 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]
Dated on _____ day of _____, _____ [insert date of signing]

PRICE SCHEDULE

- Note: 1. Unless otherwise allowed under ITB Clause 15, the bidders are required to quote the prices under 'A' columns;
 2. Bidders may quote prices under 'B' columns only if the ITB Clause 15 provides provisions to bid in foreign currencies for the line item
 3. Purchaser is advised to fill columns 1,2 and 3 before issuing the bidding document and delete this note 3;

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|-----------|---|------------|--|--|---|--|--|------------|---|
| No | Description of Goods or related services | Qty | Unit price (inclusive of duties, sales and other taxes) Excluding VAT | No. Price per line item (Col.3x4) | transportation, insurance and other related services to deliver the goods to their final destination | Total Price excluding VAT (Col 5+6) | Discounted Total price (if any) excluding | VAT | VATTotal Price Including VAT (Col. 7 or 8+9) |
| 1 | Desktop Computer | 135 | | | | | | | |
| Total | | | | | | | | | |

Bid Security (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, 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-----
[name of the Bidder] (herein after called "the Bidder") has submitted to you its bid dated -----
[date] (herein after called "the Bid") for the execution of -----
----- *[insert name of Contract]* under Contract No. -----

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]*
here by 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 of authorized representative(s)]

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

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1. List of Goods and Delivery Schedule

| Line Item No | Description of Goods | Quantity | Final (Project Site) Destination as specified in BDS | Delivery Date ¹ | | |
|--------------|----------------------|----------|--|----------------------------|----------------------|--|
| | | | | Earliest Delivery Date | Latest Delivery Date | Bidder's offered Delivery date [<i>to be provided by the bidder</i>] |
| 1 | Desktop Computer | 135 | | | | |

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 Service | Quantity ¹ | Unit | Place where Services shall be performed | Final Completion Date(s) of Services |
|----------------------------|---|--|------------------------------------|---|---|
| <i>[insert Service No]</i> | <i>[insert description of Related Services]</i> | <i>[insert quantity of items to be supplied]</i> | <i>[insert unit for the items]</i> | <i>[insert name of the Place]</i> | <i>[insert required Completion Date(s)]</i> |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

1. If applicable

TECHNICAL SPECIFICATIONS

[The Technical specifications may be provided in the following format. The bidder shall fill the columns 6 and 7. Bidder's failure to provide the information requested in the columns 6 and 7 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 6 and 7 and the other technical information attached to the bid, the information provided herein shall take precedence.]

Specifications for Desktop Computers

| No | Specification | Bidder Response (Yes/No) | If 'No' Comment/s On the offer | |
|---------------------|---|---|--------------------------------|--|
| 1 | General Requirements | | | |
| | <ul style="list-style-type: none"> • The offered systems shall be from globally recognized OEM brands (e.g., Dell, HP, Lenovo or equivalent). | | | |
| | <ul style="list-style-type: none"> • Systems shall be from business-class desktop product lines. | | | |
| | <ul style="list-style-type: none"> • Assembled or non-OEM systems are not acceptable. | | | |
| | <ul style="list-style-type: none"> • All equipment shall be supplied in standard OEM color finishes (e.g., black or grey or equivalent). | | | |
| | <ul style="list-style-type: none"> • All equipment shall be brand new and unused. | | | |
| | Technical Requirement | | | |
| | Brand | Branded desktop system (OEM) | | |
| | Model | Model shall be specified | | |
| | Country of Origin & Manufacture | Shall be specified | | |
| | Processor | Intel Core i7 (14th Generation) or higher | | |
| | Base Frequency | Intel ≥ 2.1 GHz | | |
| | Cache | Intel ≥ 25 MB | | |
| | Video Controller | Integrated graphics (Intel UHD) | | |
| | Form Factor | Business desktop | | |
| | Chassis | Mini Tower / Tower | | |
| | Chipset | Intel 600 series (H/Q) or higher | | |
| | Motherboard | OEM branded motherboard; CPU serial number shall be verifiable through BIOS | | |
| | Memory | 16GB DDR4 3200MHz or higher | | |
| | Maximum Memory | Upgradeable to minimum 64GB | | |
| Memory DIMMs | Minimum 2 DIMM slots; system shall be configured as 2 × 8GB (dual-channel) | | | |
| Hard Disk / Storage | Minimum 512GB NV Me SSD | | | |

| | | | |
|--|---|--|--|
| Keyboard | Same-brand 104-key standard English keyboard | | |
| Mouse | Same-brand optical mouse | | |
| Mouse Pad | Should be provided | | |
| Audio | Integrated audio with internal speakers | | |
| Expansion Slots | Minimum 2 expansion slots including 1 × PCIe x16 | | |
| Network Interface | Gigabit Ethernet (10/100/1000) | | |
| Wireless | Built-in/internal Wi-Fi (Wi-Fi 5 or higher); USB dongles not acceptable | | |
| Bluetooth | Integrated Bluetooth | | |
| I/O Ports | Minimum 8 USB ports (at least 2 × USB 3.2), HDMI + VGA + DisplayPort, Type C Port, Headphone Out, Microphone In | | |
| Power Supply | Manufacturer standard power supply (minimum 260W equivalent) | | |
| Operating System | DOS / No OS | | |
| Application Software | Not required as part of this procurement | | |
| Product Certifications | Energy Star or equivalent; ISO 9001:2015; ISO 14001:2015; FCC/CE or equivalent | | |
| Display | 21.5” or above LED monitor (FHD or better), same OEM brand | | |
| Manufacturer Experience | Minimum 3 years manufacturing experience | | |
| Manufacturer Authorization Certificate | Manufacturer Authorization Certificate (MA) shall be provided | | |
| Warranty | Minimum 3-year comprehensive onsite warranty (parts + labor); manufacturer authorized | | |
| Warranty Information | Each system shall have sticker indicating supplier details, commissioning date, and warranty period | | |
| Brochure | Product brochure for quoted model shall be provided | | |

Section VI. Conditions of Contract

This Bidding Document is based on the standard bidding document for National Competitive Bidding (NPA/Goods/SBD 01). Section VI will not be provided with this bidding document. Bidders are instructed to refer the Section VI of the standard bidding document (NPA/Goods/SBD 01). The document is available at the website of NPA, www.npa.gov.lk

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: Uva Wellassa University |
| CC 1.1 (m) | The Project Site(s)/Final Destination(s) is/are: Uva Wellassa University, Passara Road, Badulla |
| CC 8.1 | For notices, the Purchaser's address shall be: Deputy Bursar Uva Wellassa University, Passara Road, Badulla. 055-2226475/ 055-2226633 |
| CC 11 | Goods shall be supplies in compliance with the quality and the specification given. |
| 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: For Goods offered within Sri Lanka Payment shall be made in Sri Lankan Rupees within thirty (30) days of presentation of claim supported by a certificate from the Purchaser declaring that the Goods have been delivered and that all other contracted Services have been performed. a) No Advance payment applicable for this contract b) Up to a maximum of ninety (90) percentage of the Contract Price, shall be paid on receipt of the Goods and confirm by the evaluation committee. c) Ten (10) percentage of the Contract price will be hold as Retention for a period of 12 months from the date of commissioning of equipment d) The Retention shall be paid on completion of Twelve (12) months. During that period supplier shall correct all defects and confirmed by the purchase or his agent. |
| CC 17.1 | A Performance Security – 10% Performance security may be in any of the following way (a) A Bank guarantee issued by a reputed bank operated in Sri Lanka. (b) Cash deposit at the Shroff Counter of the University |
| CC 26.1 | The liquidated damage (Late Delivery) shall be: If the supplier fails to deliver any or all of the goods by the date(s) specified above the purchaser may deduct from the payment a sum equivalent to 0.05% of the delivered price of the delayed good, for each day of delay. |
| CC 26.1 | The maximum amount of liquidated damages shall be: 10 % from the contract sum. |
| CC 27.3 | The warranty shall remain valid for a period of time specified with the specifications. |
| CC 27.6 | The supplier shall remedy the defects within 3 Months from the date of information by the purchaser. |

Section VIII. Contract Forms

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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
 - (g) [Add here any other document(s)]
3. This Contract shall prevail over all other Contract documents. In the event of any discrepancy or inconsistency within the Contract documents, then the documents shall prevail in the order listed above.
4. In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Purchaser to provide the Goods and Services and to remedy defects therein in conformity in all respects with the provisions of the Contract.
5. The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the Goods and Services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

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

For and on behalf of the Purchaser

Signed: [insert signature]

in the capacity of [insert title or other appropriate designation]

in the presence of [insert identification of official witness]

For and on behalf of the Supplier

Signed: [insert signature of authorized representative(s) of the Supplier]

in the capacity of [insert title or other appropriate designation]

in the presence of [insert identification of official witness]

Performance Security

[The issuing agency, as requested by the successful Bidder, shall fill in this form in accordance with the instructions indicated] ----- [Issuing Agency's Name, and Address of Issuing Branch or Office]

Beneficiary: Vice Chancellor, Uva Wellassa University, Passara Road, Badulla

Date:.....-.....--

Performance Bid 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(s)]

Check List”

| No | Required Specification | Bidder’s Offer | | | |
|---------------|--|----------------|----|---------|--------|
| | | Conformity | | Page No | Remark |
| | | Yes | No | | |
| 1 | Company Profile | | | | |
| 2 | Business Registration | | | | |
| 3 | VAT Registration | | | | |
| 4 | List of Clients | | | | |
| 5 | Past three-year experience in the industry | | | | |
| 6 | Manufacturer Authorization | | | | |
| 7 | Public Contract Act | | | | |
| 8 | Bid Security | | | | |
| 9 | Forms of Bids | | | | |
| 10 | Price Schedule | | | | |
| 11 | Bid Document Fee (Non – Refundable) | | | | |
| 12 | Financial Statement | | | | |
| Status | | | | | |

“Bidders must be filled above check List”

Duly authorized for signed on behalf of

(Name of the Bidder)

Name :

Signature :

Designation :