



BIDDING DOCUMENT

MINISTRY OF EDUCATION

THE OPEN UNIVERSITY OF SRI LANKA

AND

**ACCELERATING HIGHER EDUCATION EXPANSION AND DEVELOPMENT
OPERATION (AHEAD)/THE OPEN UNIVERSITY OF SRI LANKA**

**Credit/Grant #: Government Grant
World Bank - 6026-LK/8743-LK**

Standard Bidding Document

For

**Procurement of Supply, Delivery, Installation and Commissioning
of Teaching & Office Equipment**

IFB NO: AHEAD/CITES/OUSL/NCB/GOODS/2022/02

Client

Accelerating Higher Education Expansion and Development (AHEAD)
The Open University of Sri Lanka
P.O. Box 21, Nawala,
Nugegoda,

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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.

You are hereby bounded to the section 01 – Instructions to venders of the bidding document published by Ministry of Finance, in addition to the sections attached to the bidding documents.

The link available for above information,

<https://www.treasury.gov.lk/p/standard-bidding-documents>

Section VI. Conditions of Contract

You will be bounded by the section VI – Condition of Contract of the bidding document published by Ministry of Finance, in addition to the sections attached with the bidding documents.

The link available for above information,

<https://www.treasury.gov.lk/p/standard-bidding-documents>

Section VIII. Contract Forms

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1. Contract Agreement

THIS CONTRACT AGREEMENT is made

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

BETWEEN

- (1) [*insert complete name of Purchaser*], a [*insert description of type of legal entity, for example, an agency of the Ministry of or corporation and having its principal place of business at [*insert address of Purchaser*] (hereinafter called “the Purchaser”)*], and
- (2) [*insert name of Supplier*], a corporation incorporated under the laws of [*insert: country of Supplier*] and having its principal place of business at [*insert: address of Supplier*] (hereinafter called “the Supplier”).

WHEREAS the Purchaser invited bids for certain Goods and ancillary services, viz., [*insert brief description of Goods and Services*] and has accepted a Bid by the Supplier for the supply of those Goods and Services in the sum of [*insert Contract Price in words and figures, expressed in the Contract currency(ies)*] (hereinafter called “the Contract Price”).

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

- 1 In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
- 2 The following documents shall constitute the Contract between the Purchaser and the Supplier, and each shall be read and construed as an integral part of the Contract:
 - (a) 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]

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: -----

PERFORMANCE 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)]

3. Guarantee for Advance Payment

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

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

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

[issuing agency's letterhead]

Beneficiary: *[insert legal name and address of Purchaser]*

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

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

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

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

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

This Guarantee shall remain valid and in full effect from the date of the advance payment received by the Supplier under the Contract until *[insert date⁵¹]*.

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

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

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

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 notes in italics mentioned for the relevant ITB Clauses.]

ITB Clause Reference	A. General
ITB 1.1	The Purchaser is: Vice Chancellor, AHEAD Operation, The Open University of Sri Lanka
ITB 1.1	<p>The name and identification number of the Contract are: Supplying, Delivering, Installation and Commissioning of Teaching & Office Equipment</p> <p>IFB NO: AHEAD/CITES/OUSL/NCB/GOODS/2022/02</p>
ITB 2.1	The source of funding is: G.O.S. L and World bank Credit/Grant #:6026-LK/8743-LK
ITB 4.4	Foreign bidders are allowed to participate in bidding: Not Applicable
B. Contents of Bidding Documents	
ITB 7.1	<p>For <u>Clarification of bid purposes</u> only, the Purchaser's address is:</p> <p>Attention: Deputy Director - Procurement/AHEAD Operation</p> <p>Address: Supplies Division, The Open University of Sri Lanka, P.O. Box 21, Nawala, Nugegoda</p> <p>Telephone: 011-2881127 /0112-881066 /0112-881212</p> <p>Facsimile number: 0112-881208/011-2853687</p> <p>Electronic mail address: awday@ou.ac.lk, ots-ahead@ou.ac.lk</p>
C. Preparation of Bids	

ITB 14.3	IFB NO: AHEAD/CITES/OUSL/NCB/GOODs/2022/02 The bidders may quote following minimum quantities: (list the items together with quantities)																																												
	<table><tr><th>Item No</th><th>Name of the Items</th><th>Qty</th><th>Units</th></tr><tr><td>1</td><td>High End Core i5 AIO Desktop-Special Lab Use</td><td>260</td><td>Nos</td></tr><tr><td>2</td><td>Tablet PC</td><td>40</td><td>Nos</td></tr><tr><td>3</td><td>3KVA UPS</td><td>13</td><td>Nos</td></tr><tr><td>4</td><td>Hi End Rack Server</td><td>01</td><td>Nos</td></tr><tr><td>5</td><td>High-End Laptop Computers</td><td>43</td><td>Nos</td></tr><tr><td>6</td><td>High -End Laptop Computers with a dedicated graphic card</td><td>07</td><td>Nos</td></tr><tr><td>7</td><td>Headset for Computers</td><td>385</td><td>Nos</td></tr><tr><td>8</td><td>Headset for computers for video recording of lecturers</td><td>25</td><td>Nos</td></tr><tr><td>9</td><td>Smart Digital Panel</td><td>12</td><td>Nos</td></tr><tr><td>10</td><td>Video Conferencing Systems (Camera, Mic, Speakers etc.)-</td><td>09</td><td>Nos</td></tr></table>	Item No	Name of the Items	Qty	Units	1	High End Core i5 AIO Desktop-Special Lab Use	260	Nos	2	Tablet PC	40	Nos	3	3KVA UPS	13	Nos	4	Hi End Rack Server	01	Nos	5	High-End Laptop Computers	43	Nos	6	High -End Laptop Computers with a dedicated graphic card	07	Nos	7	Headset for Computers	385	Nos	8	Headset for computers for video recording of lecturers	25	Nos	9	Smart Digital Panel	12	Nos	10	Video Conferencing Systems (Camera, Mic, Speakers etc.)-	09	Nos
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9	Smart Digital Panel	12	Nos																																										
10	Video Conferencing Systems (Camera, Mic, Speakers etc.)-	09	Nos																																										
ITB 15.1	The bidder shall quote the local expenditure in Sri Lankan Rupees.																																												
ITB 17.3	Period of time the Goods are expected to be functioning (for the purpose of spare parts): Minimum of 05 years of operation																																												
ITB 18.1 (a)	Manufacture Authorization is: Required																																												
ITB 18.1 (b)	After sales service is: Required																																												
ITB 19.1	The bid shall be validity until. 91 days from bid opening date (Up to 28/09/2022)																																												
ITB 20.1	(a) Bid shall include a Bid Security (issued by bank or Bank should be licensed Commercial Bank) included in Section IV Bidding Forms Supply, Delivery, Installation & Commissioning of Teaching & Office Equipment																																												

ITB 20.2	IFB NO: AHEAD/CITES/OUSL/NCB/GOODs/2022/02		
	The amount of the Bid Security shall be as follows: -		
	Item No	Bid Security (SLRS)	Valid up to
	1	1,152,000.00	12/10/2022
	2	120,000.00	
	3	50,500.00	
	4	80,000.00	
	5	325,080.00	
	6	56,700.00	
	7	46,440.00	
	8	8,100.00	
	9	144,000.00	
	10	90,000.00	
The validity period of the bid security shall be until ¹⁵ 105 days from bid opening date (up to 12/10/2022)			
D. Submission and Opening of Bids			
ITB 22.2 (c)	The inner and outer envelopes shall bear the following identification marks ¹⁶ : Supply, Delivery, Installation and Commissioning of Teaching & Office Equipment (AHEAD/CITES/OUSL/NCB/GOODS/2022/02)		
ITB 23.1	For bid submission purposes, the Purchaser’s address is: Attention: The Chairman, Project Procurement Committee. Address: AHEAD Operation, Supplies Division, The Open University of Sri Lanka, P.O. Box 21, Nawala, Nugegoda Telephone; 011-2881212 / 011-2881627 The deadline for the submission of bids is: Date: 21/06/2022 Time: 2.00 pm		
ITB 26.1	The bid opening shall take place at: Address: Board Room of the Registrar, The Open University of Sri Lanka Date: 21/06/2022 Time: 2.00 pm A pre-bid meeting will be held on 08/06/2022 at 2.00 pm at the Board Room of the Registrar’s Office of the Open University of Sri Lanka		
E. Evaluation and Comparison of Bids			
ITB 34.1	Domestic preference [insert “shall” or “shall not”] be a bid evaluation Factor. Not Applicable		
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 ²¹ : (a) Deviation in Delivery schedule ²² : Option 1 is selected, and the adjustment is ²³ : 0.5% per week		
ITB 35.4 26	The following factors and methodology will be used for evaluation: (a) Financial Capability		

	<ol style="list-style-type: none"> 1. Statement of Financial position and Performance for last three years. 2. Information on similar deliveries in last three years <p>(b) Experience and Technical Capacity</p> <ol style="list-style-type: none"> 1. Estimated cost of spare parts & other consumables 2. After Sales Services: - <ul style="list-style-type: none"> • Proximity of service facilities to the location where equipment will be installed. • Number & Level of expertise of available staff • Level of spare parts stock • Duration of spare parts manufactured • Duration of After Sale Service <p>© Documentary Evidence</p> <ol style="list-style-type: none"> 1. Letter of Manufacturer Authorization 2. ISO Certificate 3. Manuals 4. Brochures
ITB 35.5	Bidders shall be allowed to quote for one or more item. Each item will be evaluated separately.

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.

[The Purchaser shall select the criteria deemed appropriate for the procurement process, insert the appropriate wording using the samples below or other acceptable wording, and delete the text in italics]

Contents

1. Evaluation Criteria (ITB 35.3 {d})
2. Evaluation Criteria (ITB 35.4
3. Multiple Contracts (ITB 35.5)
4. Domestic Preference (ITB 34.1)
5. Post qualification Requirements (ITB 37.2)

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 1

The Goods specified in the List of Goods are required to be delivered within the acceptable time range (after the earliest and before the final date, both dates inclusive) specified in Section VI, Delivery Schedule. No credit will be given to deliveries before the earliest date, and bids offering delivery after the final date shall be treated as non-responsive. Within this acceptable period, an adjustment, as specified in BDS Sub-Clause 35.3(d), will be added, for evaluation purposes only, to the bid price of bids offering deliveries later than the "Earliest Delivery Date" specified in Section VI,, Delivery Schedule.

- (b) Cost of major replacement components, mandatory spare parts, and service. *[insert one of the following]*

- (i) The list of items and quantities of major assemblies, components, and selected spare parts, likely to be required during the initial period of operation specified in the BDS Sub-Clause 17.3, is in the List of Goods. An adjustment equal to the total cost of these items, at the unit prices quoted in each bid, shall be added to the bid price, for evaluation purposes only. Add quantities

or

- (ii) The Purchaser will draw up a list of high-usage and high-value items of components and spare parts, along with estimated quantities of usage in the initial period of operation specified in the BDS Sub-Clause 17.3. The total cost of these items and quantities will be computed from spare parts unit prices submitted by the Bidder and added to the bid price, for evaluation purposes only.

(D) Specific additional criteria

Other specific additional criteria to be considered in the evaluation, and the evaluation method shall be detailed in BDS Sub-Clause 35.3(d)]

2. **Evaluation Criteria (ITB 35.4
(describe the methodology)**

3. **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):

1. Statement of Financial Position and Performance for last three years.
2. Information on similar deliveries in last three years

(b) Experience and Technical Capacity

The Bidder shall furnish documentary evidence to demonstrate that it meets the following experience requirement(s):

1. Estimated cost of spare parts & other consumables
2. After Sales Services: -
 - Proximity of service facilities to the location where equipment will be installed.
 - Number & level of expertise of available staff
 - Level of spare parts stock.
 - Duration of spare parts manufactured
 - Duration of After Sale Service

(c) The Bidder shall furnish documentary evidence to demonstrate that the Goods it offers meet the following usage requirement:

1. Letter of Manufacturer Authorization
2. ISO Certificate
3. Manuals
4. Brochures

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 of Bid Submission :.....

IFB NO: AHEAD/CITES/OUSL/NCB/GOODs/2022/02

To: Vice Chancellor, AHEAD Operation, The Open University of Sri Lanka, Nawala, Nugegoda

We, the undersigned, declare that:

- (a) We have examined and have no reservations to the Bidding Documents, including Addenda No.:
- (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.

IFB NO: AHEAD/CITES/OUSL/NCB/GOODs/2022/02

Item No	Name of the Items	Qty	Units	Earlier Delivery Date	Bid Security (SLRS) Valid up to 15/09/2022 (LKR)
1	High End Core i5 AIO Desktop-Special Lab Use	256	Nos	90 days	1,152,000.00
2	Tablet PC	40	Nos	90 days	120,000.00
3	3KVA UPS	13	Nos	90 days	50,500.00
4	Hi End Rack Server	01	Nos	90 days	80,000.00
5	High-End Laptop Computers	43	Nos	90 days	325,080.00
6	High -End Laptop Computers with a dedicated graphic card	07	Nos	90 days	56,700.00
7	Headset for Computers	385	Nos	90 days	46,440.00
8	Headset for computers for video recording of lecturers	25	Nos	90 days	8,100.00
9	Smart Digital Panel	12	Nos	90 days	144,000.00
10	Video Conferencing Systems (Camera, Mic, Speakers etc.)-	09	Nos	90 days	90,000.00

- (c) The total price of our Bid without VAT, including any discounts offered is:

Rs..... (In words)

Rs. (In figures)

(d) The total price of our Bid including VAT, and any discounts offered is:

Rs..... (In
words)

Rs. (In
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;

(j) 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.

(k) We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive.

Signature :.....

Name of the person signing the bid:.....

National ID No:.....

Designation:.....

Duly authorized to sign the bid for and on behalf of:

Name & address of the organization:

.....

(Company Seal)

			Goods and related Services offered within Sri Lanka (in Sri Lankan Rupees)								
Lin e Ite m No.	Name of the Items	Qty and unit		Unit price (inclusive of duties, sales and other taxes) Excluding VAT	Price per line item (Col. 3x4)	Inland transportation, insurance and other related services to deliver the goods to their final destination if not included under column 4	Total Price Excluding VAT (Col 5+6)	Discounte d Total price (if any) excluding VAT	VAT	Total Price Including VAT (Col. 7 or 8+9)	Remarks
1	High End Core i5 AIO Desktop-Special Lab Use	256	Nos.								
2	Tablet PC	40	Nos.								
3	3KVA UPS	13	Nos.								
4	Hi End Rack Server	01	Nos.								
5	High-End Laptop Computers	43	Nos.								
6	High-End Laptop Computers with a dedicated graphic card	07	Nos.								
7	Headset for computers	385	Nos.								
8	Headset for computers for video recording of lecturers	25	Nos.								
9	Smart Digital Panel	12	Nos.								
10	Video Conferencing Systems (Camera, Mic, Speakers etc.)-	09	Nos.								

Bid Guarantee

IFB No: AHEAD/CITES/OUSL/NCB/GOODS/2022/02

[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, Open University of Sri Lanka

Date: -----

BID GUARANTEE No.: ----- *[insert (by issuing agency) number]*

We have been informed that ----- *[insert (by issuing agency) name of the Bidder; if a joint venture, list complete legal names of partners]* (hereinafter called "the Bidder") has submitted to you its bid dated ----- *[insert (by issuing agency) date]* (hereinafter called "the Bid") for the supply of *[insert name of Supplier]* under Invitation for Bids No. ----- *[insert IFB number]* ("the IFB").

Furthermore, we understand that, according to your conditions, Bids must be supported by a Bid Guarantee.

At the request of the Bidder, we ----- *[insert name of issuing agency]* hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of ----- *[insert amount in figures]* ----- *[insert amount in words]*) upon receipt by us of your first demand in writing accompanied by a written statement stating that the Bidder is in breach of its obligation(s) under the bid conditions, because the Bidder:

- (a) has withdrawn its Bid during the period of bid validity specified; or
- (b) does not accept the correction of errors in accordance with the Instructions to Bidders (hereinafter "the ITB"); or
- (c) having been notified of the acceptance of its Bid by the Purchaser during the period of bid validity, (i) fails or refuses to execute the Contract Form, if required, or (ii) fails or refuses to furnish the Performance Security, in accordance with the ITB.

This Guarantee shall expire: (a) if the Bidder is the successful bidder, upon our receipt of copies of the Contract signed by the Bidder and of the Performance Security issued to you by the Bidder; or (b) if the Bidder is not the successful bidder, upon the earlier of (i) our receipt of a copy of your notification to the Bidder that the Bidder was unsuccessful, otherwise it will remain in force up to ----- *(insert date)*

Consequently, any demand for payment under this Guarantee must be received by us at the office on or before that date.

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

Bid-Securing Declaration

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

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

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

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

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

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

*To: ----- [insert the name of the Purchaser]

We, the undersigned, declare that:

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

Signed [insert signature(s) of authorized representative] In the Capacity of [insert title]
Name [insert printed or typed name]

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

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

Manufacturer's Authorization

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

IFB No: AHEAD/CITES/OUSL/NCB/GOODS/2022/02

To: Vice Chancellor, AHEAD Operation, The Open University of Sri Lanka

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]*

POST QUALIFICATION REQUIREMENT

Description	Bidders Response	
	Provided	Not Provided
(1) Financial Capability		
a. Statement of Financial Position and Performance for last three years.		
b. Information on similar deliveries in last three years		
(2) Experience and Technical Capacity		
2.1 Estimated cost of spare parts & other consumables		
2.2 After Sales Services :-		
<ul style="list-style-type: none"> ● Proximity of service facilities to the location where equipment will be installed. ● Number & level of expertise of available staff ● Level of spare parts stock. ● Duration of spare parts manufactured ● Duration of After Sale Service 		
(3) Documentary Evidence		
3.1 Letter of Manufacturer Authorization		
3.2 ISO Certificate		
3.3 Manuals		
3.4 Brochures		
(4) Domestic Preference (Applicable only for GOSL Fund)		
4.1 A certification from an authorized auditor certifying such value addition		

Section V. Schedule of Requirements

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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)

IFB No: AHEAD/CITES/OUSL/NCB/GOODSs/2022/02

Line Item No.	Description of Goods or related services	Qty	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	High End Core i5 AIO Desktop-Special Lab Use	256	Nos.	The Open University of Sri Lanka	90 days from the date of awarding		
2	Tablet PC	40	Nos.				
3	3KVA UPS	13	Nos.				
4	Hi End Rack Server	01	Nos.				
5	High-End Laptop Computers	43	Nos.				
6	High-End Laptop Computers with a dedicated graphic card	07	Nos.				
7	Headset for computers	385	Nos.				
8	Headset for computers for video recording of lecturers	25	Nos.				
9	Smart Digital Panel	12	Nos.				
10	Video Conferencing Systems (Camera, Mic, Speakers etc.)-	09	Nos.				

2. Technical Specifications

The purpose of the Technical Specifications (TS), is to define the technical characteristics of the Goods and Related Services required by the Purchaser. The Purchaser shall prepare the detailed TS take into account that:

- *The TS constitute the benchmarks against which the Purchaser will verify the technical responsiveness of bids and subsequently evaluate the bids. Therefore, well defined TS will facilitate preparation of responsive bids by bidders, as well as examination, evaluation, and comparison of the bids by the Purchaser.*
- *The TS shall require that all goods and materials to be incorporated in the goods be new, unused, and of the most recent or current models, and that they incorporate all recent improvements in design and materials, unless provided for otherwise in the contract.*
- *The TS shall make use of best practices. Samples of specifications from successful similar procurements may provide a sound basis for drafting the TS.*
- *Standardizing technical specifications may be advantageous, depending on the complexity of the goods and the repetitiveness of the type of procurement. Technical Specifications should be broad enough to avoid restrictions on workmanship, materials, and equipment commonly used in manufacturing similar kinds of goods.*
- *Standards for equipment, materials, and workmanship specified in the Bidding Documents shall not be restrictive. Recognized standards should be specified as much as possible. Reference to brand names, catalogue numbers, or other details that limit any materials or items to a specific manufacturer should be avoided as far as possible. Where unavoidable, such item description should always be followed by the words “or substantially equivalent.” When other particular standards or codes of practice are referred to in the TS, a statement should follow other authoritative standards that ensure at least a substantially equal quality, then the standards mentioned in the TS will also be acceptable.*
- *Reference to brand names and catalogue numbers should be avoided as far as possible; where unavoidable the words “or at least equivalent” shall always follow such references.*
- *Technical Specifications shall be fully descriptive of the requirements in respect of, but not limited to, the following:*
 - (a) *Standards of materials and workmanship required for the production and manufacturing of the Goods.*
 - (b) *Detailed tests required (type and number).*
 - (c) *Other additional work and/or Related Services required to achieve full delivery/completion.*
 - (d) *Detailed activities to be performed by the Supplier, and participation of the Purchaser thereon.*

- (e) *List of detailed functional guarantees covered by the Warranty and the specification of the liquidated damages to be applied in the event that such guarantees are not met.*
- *The TS shall specify all essential technical and performance characteristics and requirements, including guaranteed or acceptable maximum or minimum values, as appropriate. Whenever necessary, the Purchaser shall include an additional ad-hoc bidding form (to be an Attachment to the Bid Submission Sheet), where the Bidder shall provide detailed information on such technical performance characteristics in respect to the corresponding acceptable or guaranteed values.*

When the Purchaser requests that the Bidder provides in its bid a part or all of the Technical Specifications, technical schedules, or other technical information, the Purchaser shall specify in detail the nature and extent of the required information and the manner in which it has to be presented by the Bidder in its bid.

NOTE TO BIDDERS

- 1. All columns on forms must be filled in ink.*
- 2. Any Alternations /Deletions cut off by re – written, and initialed by the tendered.*
- 3. Please avoid using tippex and any similar substance or writing one over the other.*
- 4. Please indicate any discount applicable or if any other tax is changed in addition to the amount quoted.*
- 5. Bids which are not forwarded required outline in (01) above shall be rejected.*
- 6. Please submit catalogue all items.*
- 7. Alternative bids are rejected, no options*

IFB No: AHEAD/CITES/OUSL/NCB/GOODS/2022/02

TECHNICAL SPECIFICATIONS FOR TEACHING AND OFFICE EQUIPMENT						
1	2	3	4	5	6	7
Line Item No.	Description of Goods or related services	No. of Annexure	Technical Specifications and Standards			
			Purchase Requirements		Bidder's offer	
			Details	priority	Yes (Y) No (N)	Remarks
1	High End Core i5 AIO Desktop-Special Lab Use	Annexure 1				
2	Tablet PC	Annexure 2				
3	3KVA UPS	Annexure 3				
4	Hi End Rack Server	Annexure 4				
5	High-End Laptop Computers	Annexure 5				
6	High-End Laptop Computers with a dedicated graphic card	Annexure 6				
7	Headset for computers	Annexure 7				
8	Headset for computers for video recording of lecturers	Annexure 8				
9	Smart Digital Panel	Annexure 9				
10	Video Conferencing Systems (Camera, Mic, Speakers etc.)-	Annexure 10				

Annexure 1

Technical Specification for High End Core i5 AIO Desktop-Special Lab Use

Number of Unites: -- 256 Nos

Item No.	Description of Goods or Related Services		
01	High End Core i5 AIO Desktop		
	Technical Specification and Standards		
Features	OUSL minimum requirements (If the supplier/vendor offers the OUSL minimum req. or higher)	Bidder's Compliance	
		Yes/No	If "No", Bidder's Response
Brand	Should be indicated by the vendor (Branded)		
Model	Should be indicated by the vendor (Branded)		
Country of Origin & Country of Manufacture / assembly	Should be indicated by the vendor (Branded)		
Processor	Intel® Core i5-11400 11th Generation Processor or higher		
Base Frequency	Intel: 2.6GHz or Higher		
Cache	Intel: 12MB or Higher		
Form Factor	All in One Computer		
Chipset	Intel Express B Business 400 Series Chipset or higher		
Motherboard	Should be the same quoted brand (Serial number of the CPU should show in BIOS)		
Memory	8GB DDR4 2666MHz or Higher		
Maximum memory	Upgradeable to Maximum of 32GB RAM		
Memory Slot	2 DIMM's		
Internal Storage	256GB M.2 NVMe SSD		
	1TB 7200 RPM SATA		
Display	21.5" or Higher Widescreen Color LED Monitor supporting resolutions 21.5" Antiglare (FHD 1920x1080) or better.		
Keyboard	104 Key Standard Keyboard to be as same brand in English		
Mouse	Two buttons with scroll wheel optical Mouse with Mouse Pad		
Video controller	Intel UHD Graphics 730		
Optical drive	SATA DVD Drive (+/-RW)		
Speaker	Internal Speakers		
Network interface	Gigabit Ethernet Network Interface Card (10/100/1000) Internal Wi-Fi 802.11 ac (2x2) Card USB Dongle is not accepted		
I/O ports	1 x HDMI Out port I/O ports 1 x RJ-45port 4 x USB 3.2 (Type A)		

	1x USB 2.0 (Type A) 2 x Audio Jacks		
Camera / Microphone	5MP Full HD Web Camera with dual array digital microphone		
Expansion Slots	Vender should indicate		
Security	Kensington Lock Camera Privacy Protection (with Hardware Lock)		
Power Supply	Vender should indicate Vender should supply all cables necessary with appropriate. Connectors and power cords with BS1363 Plugs. (Specify)		
Operating system	Microsoft Windows 10 Pro 64 Bit with OEM License. (Manufacturers Confirmation proof documents should be attached)		
Manufacturer Experience	Manufacturer should have a minimum of 03 years' experience in manufacturing of the same brand. (Proof document should be attached)		
Manufacturer Authorization Certificate	Manufacturer Authorization Certificate should be provided. (Originals should be provided on request)		
Warranty	Comprehensive on-site manufacturer authorized warranty for 36 months (Labor & Parts) Excluding Consumes. Bidder or its parent company or its subsidiary should have Island-Wide owned branch network. Documentary evidence to be provided of the following under bidders' name. (a) Address, Contact Details & Date of Commencement of each branch/regional office (Should have completed minimum of 05 years from the Date of Commencement of each branch/regional office) (Proof document should be attached)		
Standards & certifications for manufacture of the quoted brand	Product certifications of the quoted model energy star or any of the equal certificate to energy star, issued by authorized body who has the authority to do so, (documentary evidence must be provided) Valid ISO 9001:2015 & ISO 14001:2015, Offered model must be possess FCC & CE or equal		
Warranty Information	Should be fix a sticker with -Supplier name -Contact Numbers -Date of Commissioning of Hardware -Warranty period		

	On all computers		
Brochure	Supplier should provide brochure of make/model quoted as per above specification.		

Annexure 2

Specifications for Tablet PC

Number of Unites: -- 40 Nos

Item No.	Description of Goods or Related Services		
02	Tablet PC		
	Technical Specification and Standards		
Features	OUSL minimum requirements (If the supplier/vendor offers the OUSL minimum req. or higher)	Bidder's Compliance	
		Yes/No	If "No", Bidder's Response
Make	Should be indicated by the vendor		
Model	Should be indicated by the vendor		
Country of Origin	Should be indicated by the vendor		
Manufactured Year	2020 or later		
Display	Screen size: 11" - 12.5" Screen type: TFT or LTPS TFT Resolution: 1600 x 2560 or better Refresh rate: specify		
Memory	RAM Storage Card slot		
Network	HSPA, LTE, 5G preferable		
OS	Android 10 or latest version		
Chipset	Qualcomm Snapdragon 865 or better		
Camera	Main camera – 10MP or higher Selfie Camera – 8MP or higher Features - specify Video recording – specify in each camera		
Sound	Loudspeaker (Specify the number of speakers) 3.5mm jack – Specify		
Communication	WLAN Bluetooth GPS USB		
Sensors	Fingerprint, accelerometer, gyro, proximity, compass, specify other sensors		
Battery	Li-Po 8000 mAh or higher, fast charging		
Accessories	Stylus – required, Provide the specification and features Detachable Keyboard – specify Power Supply Quick Start Guide Safety and warranty documents		
Warranty	2 years comprehensive for island wide support. Vendor should provide details about support centres, contact details		

	Bidder shall provide spares and replacements during the warranty period free of charge		
	Transportation to and from the university or relevant Study Centre/Regional Centre in case of a repair/ site visit, during the warranty period shall be free of charge		
Manuals	Bidder should include all necessary manuals and documentation related to the product including the original product brochure		
Manufacturer Experience	Manufacturer should have minimum of ten years' experience in manufacturing of the same brand. (Proof document should be attached)		
Bidders Experience	The bidder should have successfully sold same similar product for last 3 years (Bidder should provide documentary evidence to support the above)		
Compliance with standards	All hardware should comply with current safety standards for radiation, electrical safe and RFI. Vendors should indicate relevant standards to which, their equipment are conforming. Vendor should provide ISO 9000 certification (specially, ISO 9001, ISO 9002 & ISO 9003) for all hardware. Vendor should indicate (i) the date of expiry of the ISO 9000 certificate (ii) state scope of certification and (iii) the name, mailing address, FAX number and the E-mail address of the accreditation agency. (Note your ISO 9000 certificate must be valid at least for 120 days after the closing date of the tender.)		
After sales services	The bidder shall demonstrate his (her) ability to provide the necessary after sales services, within the warranty period. This shall be by the way of including description of the organization of the service function. Testimonies from the current users of similar systems in Sri Lanka and any other relevant documentary proofs		
	The bidder shall clearly indicate the cost of annual maintenance warranty package under a service agreement		
Brochure	Supplier should provide brochure of make/model quoted as per above specification		

Authentication	Bidder shall submit a certificate from the manufacturer to demonstrate that it has been duly authorized by the manufacturer of the goods to supply goods in Sri Lanka		
Warranty Information	A sticker with -Supplier Name -Contact Numbers -Date of Commissioning of Hardware -Warranty Period on all Tablet Computers		

Annexure 3

Specifications for 3KVA UPS

Number of Unites: -- 13 Nos

Item No.	Description of Goods or Related Services		
03	3KVA UPS		
	Technical Specification and Standards		
Features	OUSL minimum requirements (If the supplier/vendor offers the OUSL minimum req. or higher)	Bidder's Compliance	
		Yes/No	If "No", Bidder's Response
Type	Rack/Tower convertible		
Make	Should be indicated by the vendor		
Model	Should be indicated by the vendor		
Country of Origin	Should be indicated by the vendor		
Country of Manufacturing	Should be indicated by the vendor		
Output power capacity	2.7kWatts / 3.0kVA		
Max Configurable Power (Watts)	2.7kWatts / 3.0kVA		
Nominal Output Voltage	230V		
Output Voltage Note	Configurable for 220:230 or 240 nominal output voltage		
Output Voltage Distortion	Less than 2%		
Output Frequency (sync to mains)	50/60Hz +/- 3 Hz		
Other Output Voltages	220, 240		
Load Crest Factor	3:01		
Topology	Double Conversion Online		
Waveform type	Sine wave		
Output Connections	(8) IEC 320 C13 (Battery Backup)		
	(2) IEC 320 C19 (Battery Backup)		
	(2) IEC Jumpers (Battery Backup)		
Bypass	Internal Bypass (Automatic and Manual)		
Nominal Input Voltage	230V		
Input frequency	40 - 70 Hz (auto sensing)		
Input Connections	British BS1363A, IEC-320 C20, Schuko CEE 7/EU1-16P		
Cord Length Input voltage range for main operations	2.44meters		
	160 - 275V		
Input voltage adjustable range for mains operation	100 - 275 (half load) V		
Number of Power Cords	1		
Battery type	Maintenance-free sealed Lead-Acid battery with suspended electrolyte: leakproof		

Typical recharge time	3hour(s)		
Nominal Battery Voltage	96V		
RBC Quantity	1		
Extendable Run Time	1		
Interface Port(s)	RJ-45 Serial, SNMP Monitoring Card Slot, USB		
Control panel	Multi-function LCD status and control console		
Audible Alarm	Audible and visible alarms prioritized by severity		
Pre-Installed SNMP Control Cards	1 with 10/100/1000mbps Rj45 interface (monitoring and controlling – reboot /shutdown)		
Emergency Power Off (EPO)	Yes		
Surge energy rating	340Joules		
Rack/Tower convertible	Yes		
Operating Temperature	0 - 40 °C		
Operating Relative Humidity	0 - 95 (non-condensing) %		
Operating Elevation	0-3000meters		
Audible noise at 1 meter from surface of unit	55.0dBA		
Online thermal dissipation	703.0BTU/hr		
Approvals	CE, CE Mark, EAC, EN/IEC 62040-1, EN/IEC 62040-2, RCM, VDE		
RoHS	Compliant		
REACH	REACH: Contains No SVHCs		

Battery Directive	Compliant		
Maximum Height	432MM		
Maximum Width	85MM		
Maximum Depth	635MM		
Net Weight	32 KG or less than		
Warranty	2 years comprehensive.		
	Bidder shall provide a replacement unite if the unite is taken out of the university for repair		
	Transportation to and from the university in the case of a repair during the warranty period shall be free of charge		
Authentication	Bidder should be premier partner for relevant brand. He shall submit a certificate from the manufacturer to demonstrate that it has been duly authorized by the manufacturer of the goods to supply goods in Sri Lanka		
Manuals	Bidder should include necessary manuals and documentations, control software via SNMP related to the product		
Compliance with Standards	All hardware should comply with current safety standards for Radiation, electrical safety and RFI. Vendor should indicate relevant standards to which, their equipment is conforming. Vendor should provide ISO 9000 certification (specially, ISO9001, ISO9002 & ISO 9003d) for all hardware. Vendor should (i) the date of expiry of ISO 9000 certificate (ii)state scope of certification and (iii) the name, mailing address, FAX number and the E-mail address of the accreditation agency. (Note your ISO 9000 certificate must be valid at least for 120 days after closing date of tender.)		
After Sales Service	The bidder shall demonstrate his (her) ability to provide the necessary after sales services, within the warranty period. This shall be by the way of including description of the organization of the service function. Testimonies from		

	the current users of similar system in Sri Lanka and any other relevant documentary proofs		
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Annexure 4

Specifications for Hi End Rack Server

Number of Unites: -- 01 Nos

Item No.	Description of Goods or Related Services				
04	Hi End Rack Server				
	Technical Specification and Standards				
	Technical Specifications and Standards of Hi End Rack Server for Academic Activities				
	Purchaser's requirements			Bidder' Offer	
	Features		Priority	Yes/No	Remarks
	Type	2U Rack Mount			
	Make	Should be indicated by the vendor			
	Model	Should be indicated by the vendor			
	Country of Origin	Should be indicated by the vendor			
	Country of Manufacturing	Should be indicated by the vendor			
	Processor	2 x Intel Xeon Gold (62XX) / AMD EPYC (72XX) 3.2GHz , 12Core/24Threat or better			
	RAM	Should consist a total of 256 GB Dual Rank DDR4 memory (4x 64GB RDIMM) with 3200 MT/s speed			
	Maximum support of Memory	Per Processor 1TB or More			
	RAID Controller	1x - RAID Controller, 8Gb Write Cache			
	Supported RAID Levels	RAID 0,1,5,6, and 10			
	Hard Disk	4 x 950GB+ SSD SAS, 12Gbps			
	SD Cards	2x 16GB microSD cards plugged inside the Server with a compatible card reader (cards Should be certified by server manufacturer)			
	Network Interfaces	2 x 10GbE + 4 x 1GbE			
	External Graphic Card	2 x NVIDIA® Quadro® RTX 6000 24 GB, 250W, Dual Slot, PCIe x16 Passive Cooled, Full Height GPU			
	Graphic Card Extension	PCI Full Extension support for 4 x GPU Extension.			
	Power Supply	Redundant Power Supply (1+1), Power rated as recommended with Power Cables			
	Optical Drive	Internal DVD RW			
	PCI Slots	8 or More			
	Internal FAN	Should consist of 6 or more redundant hot-pluggable fan subsystem			
	Ports	Front – 1x USB 3.0,2x USB 2.0,1x VGA			
		Rear – 1x Dedicated server management port,1x Serial,2x USB 3.0,2x USB 2.0,1x VGA			

	Form Factor	Chassis with up to 8 x 2.5" SAS/SATA Hard Drives for 2CPU Configuration			
	Bezel	Standard bezel			
	Rail Kit	OEM Sliding Rails with Cable Management Arm by Server manufacturer			
	Operating System support	Should support common server grade operating systems and all related drivers should be available. A complete operating system supportability matrix should be provided with the bid submission			
	Virtualization Support	Should be compatible with all major commercial grade virtualization platforms. A complete virtualization system compatibility matrix should be provided with the bid submission			
	Bill of Material	Complete bill of materiel with all relevant part numbers should be provided together with the bid submission			
	Other	Remote management System with connectivity			
	Warranty and After Sales Service	5 years comprehensive.			
		Bidder shall provide a replacement unite if the unite is taken out of the university for repair			
		Transportation to and from the university in the case of a repair during the warranty period shall be free of charge			
		4-hour Response and Onsite Service for all components of the system			
		All defective parts should be replaced free of charge with the brand-new parts during the warranty period from manufacturer's authorized Technical Team.			
		Original Equipment Manufacturer should maintain all required spare parts in an Independent Part Depot (Proof Documents should be attached along with the bid)			
	Authentication	Bidder shall submit a certificate from the manufacturer (Via Authorized Distributor Acceptable) to demonstrate that it has been duly authorized by the manufacturer of the goods to supply goods in Sri Lanka			
	Manuals	Bidder should include necessary manuals and documentations related to the product			

	Compliance with Standards	<p>All hardware should comply with current safety standards for Radiation, electrical safety and RFI. Vendor should indicate relevant standards to which, their equipment are conforming. Vendor should provide ISO 9000 certification (specially, ISO9001, ISO9002 & ISO 9003d) for all hardware. Vendor should (i) the date of expiry of ISO 9000 certificate (ii)state scope of certification and (iii) the name ,mailing address, FAX number and the E-mail address of the accreditation agency.(Note your ISO 9000 certificate must be valid at least for 120 days after closing date of tender.)</p>			
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Annexure 5

Technical Specification for High-End Laptop Computers

Number of Unites: -- 43 Nos

Item No.	Description of Goods or Related Services		
05	High-End Laptop Computers		
	Technical Specification and Standards		
Features	OUSL minimum requirements (If the supplier/vendor offers the OUSL minimum req. or higher)	Bidder's Compliance	
		Yes/No	If "No", Bidder's Response
Brand	Should be indicated by the vendor (Branded)		
Model	Should be indicated by the vendor (Branded)		
Country of Origin & Country of Manufacture/assembly	Should be indicated by the vendor (Branded)		
Processor	Intel® Core i7-10750H or 10710U or 1165G7 Processor or higher		
Turbo Frequency	4.7GHz or Higher		
Cache	Intel: 12MB or Higher		
Form Factor	Business/Graphics Laptop Computer (Manufacture Confirmation must be attached)		
Chipset	Please Specify		
Memory	16 GB of DDR4 System Memory		
Maximum memory	Upgradeable to Maximum of 32GB RAM		
Hard disk	256GB SSD and 1TB SATA HDD OR 1TB SSD Only		
Display Type	15.6 Inch TFT LCD HD Resolution		
Mouse	Two buttons with scroll wheel optical Mouse with Mouse Pad		
Keyboard (spill resistant)	US full size Keyboard layout. Spill resistant certification should be attached.		
Touch Pad	Multi-Gesture Touchpad, Supporting Two-Finger Scroll		
Communications, Modern Ethernet, Wireless Bluetooth	WLAN: 802.11ac, WPAN: Bluetooth 4.0		
Inbuilt Camera	720p HD Camera		
Expansion Options, PC Card I/O Ports	SDTM Card reader, Microphone / Earphone - In jack, 3x USB Ports including 1 x USB 3.0 Port, Type A 1 x USB 3.0 Port, Type C HDMI Port, DC-In Jack for AC adapter,		

Power	Input 100 – 240V AC, 50-60Hz DC Vendor should supply all cables necessary with appropriate. Connectors and power cords with BS1363 Plugs. (Specify)		
Battery	Minimum 8 Hours Battery Life (Specify Type / mAh / Hours)		
Operating system	Windows 10 pro Professional 64bit OEM license.		
Security	Kensington Lock Slot		
Manufacturer Experience	Manufacturer should have a minimum of 03 years' experience in manufacturing of the same brand. (Proof document should be attached		
Manufacturer Authorization Certificate	Manufacturer Authorization Certificate should be provided. (Originals should be provided on request)		
Warranty	Comprehensive on-site manufacturer authorized warranty for 36 months (Labor & Parts) Excluding Consumes. (Proof Documents Should be attached) Bidder or its parent company or its subsidiary should have Island-Wide owned branch network. Documentary evidence to be provided of the following under bidders' name. (a) Address, Contact Details & Date of Commencement of each branch/regional office (Should have completed minimum of 5 years from the Date of Commencement of each branch/regional office) (Proof Documents Should be attached)		
Standards & certifications for manufacture of the quoted brand	Energy Star or any other equal certificate to Energy Star, issued by authorized body who has the authority to do so, Documentary evidence must be provided Valid ISO 9001: 2015, and ISO 14001:2015		
Warranty Information	Should be fix a sticker with -Supplier name -Contact Numbers -Date of Commissioning of Hardware -Warranty period On all computers		
Brochure	Supplier should provide brochure of make/model quoted as per above specification.		

Annexure 6

Technical Specification for High-End Laptop Computers with a dedicated graphic card

Number of Unites: -- 07 Nos

Item No.	Description of Goods or Related Services		
06	High-End Laptop Computers		
	Technical Specification and Standards		
Features	OUSL minimum requirements (If the supplier/vendor offers the OUSL minimum req. or higher)	Bidder's Compliance	
		Yes/No	If "No", Bidder's Response
Brand	Should be indicated by the vendor (Branded)		
Model	Should be indicated by the vendor (Branded)		
Country of Origin & Country of Manufacture/assembly	Should be indicated by the vendor (Branded)		
Processor	Intel® Core i7-10750H or 10710U or 1165G7 Processor or higher		
Turbo Frequency	Intel: 4.7GHz or Higher		
Cache	Intel: 12MB or Higher		
Form Factor	Business/Graphics Laptop Computer (Manufacture Confirmation must be attached)		
Chipset	Please Specify		
Memory	16 GB of DDR4 System Memory		
Maximum memory	Upgradeable to Maximum of 32GB RAM		
Hard disk	256GB SSD and 1TB SATA HDD OR 1TB SSD Only		
Dedicated Graphics	NVIDIA 2GB GDDR5 or Higher		
Display Type	15.6 Inch TFT LCD HD Resolution		
Keyboard (spill resistant)	US full size Keyboard layout. Spill resistant certification should be attached.		
Touch Pad	Multi-Gesture Touchpad, Supporting Two-Finger Scroll		
Mouse	Two buttons with scroll wheel optical Mouse with Mouse Pad		
Communications, Modern Ethernet, Wireless Bluetooth	WLAN: 802.11ac, WPAN: Bluetooth 4.0		
Inbuilt Camera	720p HD Camera		
Expansion Options, PC Card I/O Ports	SDTM Card reader, Microphone / Earphone - In jack, 3x USB Ports including 1 x USB 3.0 Port, Type A 1 x USB 3.0 Port, Type C HDMI Port,		

	DC-In Jack for AC adapter,		
Power	Input 100 – 240V AC, 50-60Hz DC Vendor should supply all cables necessary with appropriate. Connectors and power cords with BS1363 Plugs. (Specify)		
Battery	Minimum 8 Hours Battery Life (Specify Type / mAh / Hours)		
Operating system	Windows 10 pro Professional 64bit OEM license.		
Security	Kensington Lock Slot		
Manufacturer Experience	Manufacturer should have a minimum of 03 years' experience in manufacturing of the same brand. (Proof document should be attached		
Manufacturer Authorization Certificate	Manufacturer Authorization Certificate should be provided. (Originals should be provided on request)		
Warranty	Comprehensive on-site manufacturer authorized warranty for 36 months (Labor & Parts) Excluding Consumes. (Proof Documents Should be attached) Bidder or its parent company or its subsidiary should have Island-Wide owned branch network. Documentary evidence to be provided of the following under bidders' name. (a) Address, Contact Details & Date of Commencement of each branch/regional office (Should have completed minimum of 5 years from the Date of Commencement of each branch/regional office) (Proof Documents Should be attached)		
Standards & certifications for manufacture of the quoted brand	Energy Star or any other equal certificate to Energy Star, issued by authorized body who has the authority to do so, Documentary evidence must be provided Valid ISO 9001: 2015, and ISO 14001:2015		
Warranty Information	Should be fix a sticker with -Supplier name -Contact Numbers -Date of Commissioning of Hardware -Warranty period On all computers		

Brochure	Supplier should provide brochure of make/model quoted as per above specification.		
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Annexure 7

Technical Specifications of Headset for Computers

No. of Units: 385

Item No	Technical Specification and Standards				
	Purchaser's requirements			Bidder's offer	
07	Features	OUSL Minimum Requirements. If the supplier/vendor offers the exact minimum requirement, can say complied/yes. If not, must give the full details. Any ambiguity may lead to consider not complied.	Yes/No	Page Number <i>(Please indicate the page number of the bid document wherever necessary)</i>	Remarks
	Make	Should be indicated by the vender			
	Model	Should be indicated by the vender			
	Country of Origin	Should be indicated by the vender			
	Year of Manufacturer	Should be indicated by the vender			
	Instruction Manual	One set of Operation Manual in English Language is required			
	Features	High quality, durable rugged design for heavy use by multiple uses. It must be compatible with both Windows and MAC OS.			
	Head Phone	Should be double-ear standard headset			

	Frequency Response	45 Hz – 17 KHz or better			
	Sensitivity	122 dB SPL \pm 3dB or better			
	Ear cups	Specify the cushioning materials and padding.			
	Microphone				
	Type	Bi-directional			
	Frequency Response	100 Hz - 6.5 KHz or better			
	Sensitivity	-44 dBV/Pa \pm 2.5 dB or better			
	Noise cancellation feature	Specify			
	Input Impedance	20 Ω -25 Ω			
	Cable Length	Min 1.2m			
	Inline controls	Must have in-line volume controls and on/off switch			
	Microphone positioning	Adjustable microphone boom			
	Headband	Stainless-steel adjustable headband preferred. Else, specify: If it's padded headband, specify the material.			
	Colour	Black or dark colour.			
	Connections	Must have “ 3.5 Audio Jack (4 pole) with Audio & mic splitter ” or “ USB 2.0 or higher ”			
	Warranty	1 year or more comprehensive.			

	Authentication	Bidder shall submit a certificate from the manufacturer or agent/distributor to demonstrate that it has been duly authorized by the manufacturer or distributor if the goods to supply goods in Sri Lanka (if not provide bidder will be disqualified)			
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Annexure 8

Technical Specifications of Headset for Computers

No. of Units: 25

Item No	Technical Specification and Standards				
	Purchaser's requirements			Bidder's offer	
08	Features	OUSL Minimum Requirements. If the supplier/vendor offers the exact minimum requirement, can say complied/yes. If not, must give the full details. Any ambiguity may lead to consider not complied.	Yes/No	Page Number <i>(Please indicate the page number of the bid document wherever necessary)</i>	Remarks
	Make	Should be indicated by the vender			
	Model	Should be indicated by the vender			
	Country of Origin	Should be indicated by the vender			
	Year of Manufacturer	Should be indicated by the vender			
	Instruction Manual	One set of Operation Manual in English Language is required			
	Features	High quality, durable rugged design for heavy use by multiple uses. It must be compatible with both Windows and MAC OS.			
	Head Phone	Should be double-ear standard headset			

	Frequency Response	45 Hz – 17 KHz or better			
	Sensitivity	95 dB SPL \pm 3dB or better			
	Ear cups	Specify the cushioning materials and padding.			
	Microphone				
	Type	Bi-directional			
	Frequency Response	90 Hz - 14.5 KHz or better			
	Sensitivity	-40 dBV/Pa \pm 3 dB or better			
	Noise cancellation feature	Specify			
	Input Impedance	30 Ω -35 Ω			
	Cable Length	Min 1.2m			
	Inline controls	Must have in-line volume controls and on/off switch			
	Microphone positioning	Adjustable microphone boom			
	Headband	Stainless-steel adjustable headband preferred. Else, specify: If it's padded headband, specify the material.			
	Colour	Black or dark colour.			
	Connections	Must have “ 3.5 Audio Jack (4 pole) with Audio & mic splitter ” or “ USB 2.0 or higher ”			
	Warranty	1 year or more comprehensive.			

	Authentication	Bidder shall submit a certificate from the manufacturer or agent/distributor to demonstrate that it has been duly authorized by the manufacturer or distributor if the goods to supply goods in Sri Lanka (if not provide bidder will be disqualified)			
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Annexure 9

Technical Specification for Smart Digital Panel – General

Number of Units: -- 12 Nos.

Description of Goods or Related Service					
Item No 09	Technical Specifications and Standards				
	Purchaser's Requirements			Bidder' Offer	
	Features	OUSL Minimum Requirements (If the supplier/ vendor offers the OUSL minimum req. or higher)	Yes/No	Page number (Please indicate the page number of the bid document wherever necessary)	Remarks
01	Brand	Please specify			
02	Model	Please specify			
03	Country of Origin	Please specify			
04	Country of Manufacture/ Assembly	Please specify			
05	Year of Manufacture	Please specify			
06	Display specification				
6.1	Display Panel Type/ Technology	a-Si TFT-LCD/ IPS			
6.2	Diagonal display size	75" or higher			
6.3	Active area (mm)	Please specify			
6.4	Resolution	4K - 3840*2160			
6.5	Back Light	Direct type LED			
6.6	Aspect Ratio	16:9			
6.7	Contrast Ratio	4000:1			
6.8	Colors	1.07 billion colors			
6.9	Brightness	≥350 cd/m2			
6.A	Display Response Time	≤8ms			
6.B	Viewing angle	178°(H), 178°(V)			
6.C	Screen surface	4mm Toughened Glass, 7Mohs Hardness with Anti-Glare			

07	Touch system				
7.1	Technology	IR			
7.2	HID support	Yes			
7.3	Touch supported	Minimum 20 points touch			
7.4	Writing tools	Pen and finger			
7.5	Response Time	≤8ms			
7.6	Precision	2 mm or better			
08	Connectivity				
8.1	Front Side	HDMI 2.0 in x 1 / Public USB 3.0 x 4 (Type A x 3, Type C x 1) / Touch USB 2.0 x 1(Type A)			
8.2	Rear Side	DP 1.2 in x 1 / HDMI 2.0 in x 1 / VGA in x 1 / VGA Audio in x 1(3.5mm) / AV in x 1 / RJ45 in x 1/ Type-C x 1 / Touch USB 2.0 x 1(Type A) / USB 3.0 x 2(Type A) / USB 2.0 (Android Side) x 1(Type A)/ HDMI 2.0 out x 1 / RJ45 out x 1 / SPDIF out x 1 / Headphone out x 1/ RS232 x 1 / WIFI antenna x1			
8.3	Output Audio (Speakers)	15W x 2(Should be facing front)			
09	System Configuration				
9.1	Operating System	Android 8.0 or latest			
9.2	CPU	Quad Core 1.5GHz or better			
9.3	GPU	<i>Please specify</i>			
9.4	RAM	4GB DDR4			
9.5	ROM (Storage)	32GB or better			
9.6	Applications	Google Play support			
10	Integrated Windows Standard Open Pluggable Specification PC				
10.1	Windows OPS PC Slot	Yes			
10.2	CPU	i5 Processor with Processor speed with 3.0Ghz Base Frequency			
10.3	Chipset	Intel			
10.4	Memory capacity	8GB			
10.5	Storage capacity	256GB SSD + 1TB SATA			
10.6	OPS Operating System	64-bit Windows 10 Pro OEM Pre- loaded license. All latest patches must be applied			
11	Physical specifications				
11.1	Net Weight (kg)	<i>Please specify</i>			
11.2	Gross Weight (kg)	<i>Please specify</i>			

11.3	Dimension(W*D *H) mm	<i>Please specify</i>			
11.4	VESA (mm)	600*400			
12	Electrical				
12.1	Input Voltage	AC 100-240 V, 50/60 Hz			
12.2	Active Power Consumption	≤330W			

12.3	Power Consumption (Standby)	≤0.5W			
12.4	Quality Certification	FCC, CE			
13	Software and applications (whiteboard and management software)				
13.1	Brand/ Developer	<i>Should be indicated by the vendor</i>			
	Model/Version	<i>Should be indicated by the vendor</i>			
	Teacher can write and draw on whiteboard and digital canvas should be continuously spanning to different frames vertically and horizontally.				
	Predefined templates are available to create diagrams, flowcharts, etc.				
	Facility for drag and drop videos and images onto the whiteboard during presentations				
	Whiteboards can be exported into different file formats (PDF, SVG, JPEG, PNG etc.)				
	Live chat, voice and video conferencing, and instant messaging tools for remote teams communicate in real time while simultaneously using the whiteboard.				
	Broadcast teacher's screen to part or all of students				
	Teacher and students can share their screens while simultaneously annotating on whiteboard				
	Teacher can watch one or some students' screen				
	Teacher can select and operate students' keyboard and mouse.				
	Teacher can divide students into groups. Students in every group can chat freely. Teacher can join in any group.				
	Teacher can select file or folder transmit specific directory in students' side.				

	Teacher can create a quiz/survey and analysis.				
	Teacher can record and save whiteboard sessions and share with others.				
	Software should support LAN and Wi-Fi				
	Genuine software (Teaching tool) should have lifetime licenses. (Price should be quoted for 250 licenses for students separately)				
13.2	Accessory	Capacitive styles Pen - 2pcs USB (touch cable) 3m - 1pcs HDMI cable 3m - 1pcs Remote Control- 1pcs Power Cable 3m- 1pcs Wall mounting Bracket- 1pcs			
13.3	Installation	Installation in the designated classrooms should be done without any additional cost with wall mounting			
13.4	Training	<p>Training will need to be provided for minimum of 30 staff members. The venue will be provided by the OUSL. Details of the training are listed below. Minimum training time for each training session needs to be 2 hours in duration.</p> <p>Details covered by the training</p> <ul style="list-style-type: none"> • Phase 01 – Basic Operational Training • Phase 02 – Detail training on whiteboard Software and related software • Phase 03 –Training on how to develop presentation content & lessons development for interactive learning. 			

		A detailed Training Plan should be submitted with the tender for evaluation			
13.5	Warranty	03 Years comprehensive onsite manufacture authorized warranty (Attach the proof documents)			
13.6	Manufacture undertaking letter	Manufacture letter of guarantee to provide the technology support, maintenance support and spares support for hardware and software, and support for repair/ replacement of faulty equipment during the period of 03 years and a guarantee to provide obsolescence management plan for spares at the beginning of 3 rd year for support up to 02 years. (Attach the proof documents)			
13.7	Support	Bidder should have island wide regional service centers around Sri Lanka. Provide details of regional service centers should be provided including the CVs of the technicians attached to the service Center Minimum Response time 2 hours Minimum Resolution time 2 days			
13.8	UPS (Price should be included in the unit price)	1.2 KVA Line interactive UPS with 03 years warranty			

13.9	Industry experience	Bidder's representing brand should have at least five (05) years' experiences in Sri Lanka. A list of schools, Universities and Educational Institutes with contact details where the Smart Interactive Displays (Smart Interactive Display References Only) have been deployed in the last 03 years			
14	Additional Equipment				
14.1	Movable Stand (Price should be quoted optionally)	High quality Movable Stand with Caster Wheels that can hold the weight of the provided Smart Interactive Display			

Annexure 10

Technical Specification for Video Conferencing Systems (Camera, Mic, Speakers etc.)

Number of Units: -- 09 Nos.

Description of Goods or Related Service					
Item No	Technical Specifications and Standards				
	Purchaser's Requirements			Bidder' Offer	
	Features	OUSL Minimum Requirements (If the supplier/ vendor offers the OUSL minimum req. or higher)	Yes/ No	Page number (Please indicate the page number of the bid document wherever necessary)	Remarks
1	Type	Video conferencing System with Expansion Mics - Specify			
2	Make	Should be indicated by the vendor			
3	Model	Should be indicated by the vendor			
4	Country of Origin	Should be indicated by the vendor			
5	Country of Manufacturing	Should be indicated by the vendor			
6	Connection /Interface	USB interface			
7	Video Resolution	1920 x 1080 pixels (1080p @ 30fps) should support on Board H.264 or better on board Encoding to save PC processing power and should support USB 2.0 Plug and play.			
8	Field of View	Minimum of 58.5 degree or above field of view			
9	Color	It should support 24-bit color or better			
10	Length of cable	3 meter or above			
11	Aspect Ratio	The system should support 16:9 or higher			
12	Lens	f4.7mm ~ 46.3mm, F1.8 ~ F2.8			
13	Minimal Illumination	0.5 Lux @ (F1.8, AGC ON)			
14	White Balance	Auto, 3000K/Indoor, 4000K, 5000K/Outdoor, 6500K_1, 6500K_2, 6500K_3, One Push			
15	Backlight Compensation	Should be supported			
16	Digital Noise Reduction	2D&3D Digital Noise Reduction			
17	Anti-flicker compensation	Should be available			
18	S/N Ratio	> 55dB			

19	Pan range	The camera should have a PAN rotation angle of -170 degree to +170 degree or better			
20	Tilt range	The camera should have a Tilt rotation angle of -30 degrees to +90 degrees or better			
21	Number of Preset	50 or more			
22	Preset Accuracy	0.1° or higher			
23	Color System	YUV 4:2:2 / H.264 / MJPEG			
24	Video Format	i) H.264 AVC: max to 1080P@30fps, ii) H.264 SVC: max to 1080P@30fps, iii) MJPEG: max to 1080P@30fps			
25	USB Interface	1xUSB2.0: Type B female jack			
26	Communication Interface	1xRS232 In: 8pin Min DIN, Max Distance: 30m, Protocol: VISCA/Pelco-D /Pelco-P			
27	Accessory	The camera should be supplied with IR remote control as an included accessory			
28	Auto Focus	Should be supported			
29	Optical Zoom	The camera must support at least 10x optical zoom			
30	Digital Zoom	The camera must support at least 16x digital zoom			
31	Audio Technology	The system should have a DSP based Echo Cancellation>-65dB with echo tail of 500ms or better and bidirectional noise suppression of >-18dB or better			
32	Audio	It should have a frequency response of 20Hz-16KHz or better with Microphone coverage of at least 3m, 360 degrees or better with 4 Integrated microphones. It should cover up to 5m or more with the help of 2 external microphones which can be extended with cables for larger room coverage.			
33	Audio Output	The Speaker volume should be 92dB or better.			
34	Built-in Microphones	Minimum 4 or more			
35	Audio for USB VoIP Network	It should have a Microphone and Speaker frequency band of 100Hz to 16KHz or better			
36	Ports	It should have USB port for Skype calling.			
37	Interface	USB, Ext1, Ext 2, Power Jack.			
38	Buttons	It should have Mute Indicator and Numbers, Mute Mic, Mute Speaker, Vol Up/Down or more.			
39	Features	It should support AEC, AGC, NLP, Noise reduction or better.			
40	Certifications	It should have CE & LATEST CB Certification and CB Test Reports to be submitted.			

41	Warranty	2 years comprehensive or more			
42	Authentication	Bidder (Direct Partner) shall submit a certificate only from the manufacturer to demonstrate that it has been duly authorized by the manufacturer of the goods to supply goods in Sri Lanka			
43	Manuals	Bidder should include necessary manuals and documentations related to the product.			
44	After Sales Service	The bidder shall demonstrate their ability to provide the necessary after sales services, within the warranty period. This shall be by the way of including description of the organization of the service function. Testimonies from the current users of similar system in Sri Lanka and any other relevant documentary proofs			
45	Compatibility	It should support the Smart Board according to the spec given in annexure 3.			
46	Brochure	Supplier should provide brochure of make/model quoted as per above specification.			

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.

[The Purchaser shall select insert the appropriate wording using the samples below or other acceptable wording, and delete the text in italics]

CC 1.1(i)	The Purchaser is : The Vice Chancellor, AHEAD Operation, Supplies Division, The Open University of Sri Lanka
CC 1.1	The Project Site(s)/Final Destination(s) is/are : AHEAD Operation, Supplies Division, The Open University of Sri Lanka, Nawala, Nugegoda.
CC 8.1	For <u>notices</u> , the Purchaser's address shall be: Attention: Deputy Director Procurement /AHEAD Operation Address: Supplies Division, The Open University of Sri Lanka, Nawala, Nugegoda. Telephone: 0112-881212/ 0112-881127 Facsimile number : 011 - 2881208 Electronic mail address: ots-ahead@ou.ac.lk
CC 12.1	Details of Shipping and other Documents to be furnished by the Supplier are :
CC 15.1	<p>Sample provision<i>[Select appropriately]</i></p> <p>CC 15.1— The method and conditions of payment to be made to the Supplier under this Contract shall be as follows:</p> <p>A: For Goods offered within Sri Lanka</p> <p>Payment shall be made in Sri Lanka 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.</p> <p>(i) On Delivery: Up to a maximum of Eighty (80) percent of the Contract Price, shall be paid on receipt of the Goods and upon submission of the documents specified in CC Clause 12.</p> <p>(ii) On Acceptance: The remaining twenty (20) percent of the Contract Price shall be paid to the Supplier within thirty (30) days after the date of the acceptance certificate for the respective delivery issued by the Purchaser.</p>

CC 17.1	A Performance Security: Required
CC 25.1	The inspections and tests shall be: Required where it necessary
CC 25.2	The Inspections and tests shall be conducted at: The Open University of Sri Lanka, Nawala, Nugegoda
CC 26.1	The liquidated damage shall be: 0.5 % per week
CC 26.1	The maximum amount of liquidated damages shall be: 10 % of the contract value
CC27.1	The retention shall be 10% of the contract value and shall be paid after six (06) months after the delivery.

Section IX: Invitation for Bid



Invitation for Bids

THE OPEN UNIVERSITY OF SRI LANKA

Procurement of Teaching & Office Equipment

IFB NO: AHEAD/CITES/OUSL/NCB/GOODS/2022/02

1. The Chairman, Project Procurement Committee (University) on behalf of the Open University of Sri Lanka invites sealed bids from eligible and qualified bidders for the Supplying, Delivering, Installation and Commissioning of Teaching & Office Equipment as per the details given below.

Item No	Name of the Items	No of Units	Bid Security (SLRS)
1	High End Core i5 AIO Desktop-Special Lab Use	256	1,152,000.00
2	Tablet PC	40	120,000.00
3	3KVA UPS	13	50,500.00
4	Hi End Rack Server	01	80,000.00
5	High-End Laptop Computers	43	325,080.00
6	High -End Laptop Computers with a dedicated graphic card	07	56,700.00
7	Headset for Computers	385	46,440.00
8	Headset for computers for video recording of lecturers	25	8,100.00
9	Smart Digital Panel	12	144,000.00
10	Video Conferencing Systems (Camera, Mic, Speakers etc.)-	09	90,000.00

2. All bids must be accompanied by a bid security in the form of a bank guarantee in the format given with the bidding document for the amount given in the above table. Bank Guarantee is confirmed by a bank operating in Sri Lanka approved by Central Bank of Sri Lanka. The bid security shall be in the form of an unconditional on demand and shall be valid up to 12/10/2022.
3. Bidding will be conducted through National Competitive Bidding (NCB).

4. Bidders who have at least 03 years' experience in Supplying, Delivering, Installation and Commissioning of above equipment, in similar quantities to State or Private Organization may submit the bids.
5. Interested eligible bidder may obtain further information from. Deputy Director Procurement, AHEAD Operation, The Open University of Sri Lanka (Tel: 011-2881212/011-2881127) and also the bidding documents can be inspected free of charge at the same address during the office hours.
6. 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, AHEAD Operation, The Open University of Sri Lanka and upon a payment of a non - refundable fee of Rs 5,000.00 to the Shroff of the University on working days from 27/05/2022 to 20/06/2022 from 9.00 am to 3.00 pm. The bidding documents can be viewed from the University website i.e.: www.ou.ac.lk.
7. The bidding documents for above tender can also be downloaded from university website i.e.: www.ou.ac.lk. Those who are obtaining bidding document from university website should submit the tender along with a bank draft drawn in favor of the "Bursar, The Open University of Sri Lanka" for Rs. 5,000.00 as the non-refundable fee.
8. Duly perfected bids in duplicate in separate envelops marked as "Original" and "Duplicate" and re- inserted in a single envelop mentioning the name of the bid and IFB No. on the top left hand corner of all three envelops, sealed and may either be sent by registered post addressed to "Chairman, Project Procurement Committee, Supplies Division, The Open University of Sri Lanka, Nawala, Nugegoda" or deposited in the Tender Box kept at the Supplies Division of the Open University of Sri Lanka. Duplicate should be a certified photocopy of the original.
9. The bid should be delivered on or before 2.00 pm on 21/06/2022 to the address given above. Late bids will be rejected. Bids will be opened soon after the closing time and bidder or their authorized representative is permitted to be present at the time of opening of bids.
10. A pre-bid meeting will be held on 08/06/2022 at 2.00 pm at the Board Room of the Registrar's Office of the Open University of Sri Lanka.
11. The Procurement Committee reserves the right to accept or reject bids.

The Chairman
Project Procurement Committee
AHEAD Operation
The Open University of Sri Lanka
Nawala, Nugegoda.