

Tender No:

Our Ref. KDU/PRO/ RP & SERVICE /2481/2020



General Sir John Kotelawala Defence University,
Kandawala Estate, Ratmalana, Sri Lanka.
Exchange: 2632028 ,2622995
OCLS:2622504, Procurement Officer:2623599
Fax :2622504, 2623599 Web: www.kdu.lk

02 / 06 / 2020

INVITATION TO BID AND GENERAL CONDITIONS OF TENDER

1. The Vice Chancellor of the General Sir John Kotelawala Defence University, as the Chairman, Department Procurement Committee invites Bid/s from prospective Bidders for supply of items listed in the schedule in Annex "A". The relevant specifications of the items are indicated in Annex "B".

2. CLOSING DATE&TIME. The tender will close at 1000 hrs on 16 / 06 /2020 .Any Bid submitted after the closing time of the tender will be rejected & unopened such bids will be returned to the bidder.

3. VALIDITYOFBID. The bid submitted under this tender must be valid for a period of 120 days from the date of closing of tender.

4. BID BOND /GUARANTEE.

(a) If the quoted bid value exceeds Rs: 2,000,000.00 such Bids should be accompanied with 1% of Bid Value an "on demand" and "unconditional" Bid Bond/Guarantee for a sum of Rs: in the format given in Annex "C" through a recognized local Bank or Insurance Company registered in Sri Lanka which is authorized by the Insurance Board of Sri Lanka to issue such Bid Guarantees. All Bid Bond/Guarantees should be valid for at least 30 days more than the validity period of bids, is, for 150 days from the date of Bid opening. Cheques will not be accepted as Bid Guarantee.

(b) Submission of insufficient Bid Bond/Guarantee value or period will be considered as a "major deviation" and such offer will not be considered for further procurement action and will be rejected.

5. VALUE ADDED TAX.

The Bidders who bid for locally delivered items must have the VAT registration. The VAT portion must be shown separately in the price schedule in Annex "A" and VAT registration number must be indicated. If the quoted item is exempted from VAT or Bidding Company is not liable for VAT, reference number and date of relevant Act number/Gazette notification/a certificate (as applicable) issued for the current financial year from the Commissioner General of Inland Revenue to that effect should be submitted along with the Bid.

6. BIDSUBMISSION.

The bidder must duly sign at the last page (before Annexes)of this document indicating the name of the signatory and the name of the company & place the company common seal to confirm the acceptance of tender conditions. The Bid/s that do not include authorized signature will be rejected. The Bid/s duly signed by the bidder enclosed and sealed in an appropriate cover addressed to the following address should be sent by registered post or could be deposited in the appropriate tender box placed at General Sir John Kotelawala Defence University, Kandawala Estate, Ratmalana (at the Main Entrance of General Sir John Kotelawala Defence University) on or before the time & date specified for the closing of tender. The tender reference number, date & time of closing tender should be indicated & underlined at the top left corner of the envelop.

Tender Ref No :.....

Closing Date &Time :.....

The Chairman,
Department Procurement Committee,
General Sir John Kotelawala Defence University,
Kandawala Estate, Ratmalana, Sri Lanka.

7. The Bid/s must be submitted in the attached schedule of prices in Annex "A" as applicable. However, bidders could use similar formats prepared with their own letter heads with all the details mentioned therein and submit in three copies along with duly signed copy of a General Conditions of tender. The Bid/s must contain Technical Literature, Pamphlets, Drawings and Quality Standard Certificate etc necessary to determine characteristics of items offered and in case of Machinery/Vehicles & Equipment, servicing and workshop data/after sales service, back up facilities or any other facilities provided by the supplier.

8. SUBMISSION OF SAMPLES/PAYMENT OF TESTING CHARGES.

When it is required to submit samples, every offer must be accompanied with pre - marked samples. The marking of samples indicating the Bidder & Offer number must be done and the samples must be handed over to the officer at same place where tender box is placed on or before the closing date & time of the Bid. Samples submitted after closing time of the Bid will be rejected. The documents such as Air Way Bills etc, will not be accepted in place of samples. When the testing charges are required to be paid, bidders shall pay testing charges separately for all offers indicated in their bid/s.

(1) Samples. Please submitsamples.

(2) Testing Charges. A sum of Rs.per offer must be paid to the Bursar of KDU, prior to the submission of bid and a copy of the receipt must be annexed to the bid. It is the responsibility of bidder to inform the Cashier of the Account Office to note the tender number on the receipt issued for such payments.

9. BID OPENING. All duly received bids will be opened immediately after the scheduled closing time of Bids at the same venue. Bidders or their accredited agents could be present at the time of opening of bids.

10. PRICES.

For locally delivered items (including locally manufactured items & foreign items imported by the bidders) price must be quoted in Sri Lankan Rupees, inclusive of all charges for delivery of items to General Sir John Kotelawala Defence University Ratmalana, Faculty of Allied Health Science (FAHS) Werahera and University Hospital Werahera or Southern Campus Sooriyawewa. Unit price, VAT and Total price should be clearly indicated in schedule in Annex "A". Other than VAT, all other type of taxes (eg : NBT, BTT, etc.) should not be indicated separately and should be included in unit price.

11. **RESTRICTEDTENDERS.** Invitation to Bids are circulated among the registered suppliers with Ministry of Defence (MOD), only bids submitted by registered suppliers will be allowed for consideration. However, Chairman, Department Procurement Committee reserves the right to invite the bids from multiple combinations of Procurement Methods as stipulated in Chapter III of the Government Procurement Guideline, 2006 to ensure highest competitiveness.

12. **PERFORMANCEBOND/GUARANTEE.** A successful bidder shall furnish a Performance Bond/Guarantee in the form of "On Demand" & "Unconditional" Bank/Insurance Guarantee for a sum equivalent to 10% of the contract value for every contract that exceeds Rs. 2,000,000.00 or equivalent amount in foreign currency through a recognized Commercial Bank registered in Sri Lanka or through an Insurance Company authorized by the Insurance Board of Sri Lanka to issue such Performance Guarantee for this purpose, **within two weeks from the date of notification of award.** The proceeds of the Performance Bond/Guarantee shall be payable to the Vice Chancellor of the General Sir John Kotelawala Defence University as compensation for any loss resulting from the supplier's failure to complete his performance obligations under the contract. If the contracted supplier fails to deliver the items on time or fails to complete the works as per the agreed contract, **THE TOTAL VALUE OF THE PERFORMANCE BOND/GUARANTEE** will be forfeited. If only partial delivery is made during the agreed contract period, the corresponding value percentage of undelivered quantity from the Performance Bond/Guarantee will be forfeited.

13. **SIGNINGOFCONTRACT.** The notification of award will be transmitted to the successful bidder by post, by fax or e-mail. This notification constitutes the formation of the contract. The successful bidder should submit his written acceptance for the award and performance bond / guarantee (For awards over Rs. 500,000.00 without VAT) within 14 days of receipt of such notification. Upon acceptance of the award and furnishing of the Performance Bond/Guarantee, the successful bidder will have to enter into a formal contract with the Vice Chancellor of the General Sir John Kotelawala Defence University by signing the Contract.

14. **DELIVERY.** Preference will be given for early delivery. In case of bulk supplies for locally manufactured items, the delivery of **total quantity must be completed within 120 days of signing of contract,** unless mutually agreed for extended delivery period with General Sir John Kotelawala Defence University. **The bidder/s must indicate the proposed delivery schedule in Annex "E".** In the event of placing a purchase order with the successful bidder, the total quantity so ordered must be supplied as one consignment unless part deliveries are agreed upon in the contract. The deliveries not made as per agreed delivery schedule will be considered as bad performances by the suppliers and **no extended delivery period will be authorized.** Under extreme unavoidable conditions too, the Chairman, Department Procurement Committee (Vice Chancellor of the General Sir John Kotelawala Defence University) reserves the right to grant or refuse delivery period extensions only within the current financial year with or without liquidated claim for delayed deliveries and that decision will be final.

15. **LIQUIDATEDDAMAGES.** In case of delivery period extensions requested by the successful bidder, a sum equivalent to 1% of the total value of the delayed supply per delay of one week or part thereof may be deducted from the payment due to the supplier from the General Sir John Kotelawala Defence University as liquidated damages up to the maximum limit of 12% of the total value of delayed supplies.

16. **PAYMENT TERMS FOR LOCALLY DELIVERED ITEMS.** Payment will be made after acceptance of items which should be subjected to a pre-acceptance inspection/testing by General Sir John Kotelawala Defence University authorities. The delivery made to the General Sir John Kotelawala Defence University should not be considered as quantities taken over by General Sir John Kotelawala Defence University until items are properly accepted after pre-acceptance inspection. Any item that does not conform to the specifications or already approved sample will be rejected & it is the responsibility of the supplier to remove them from General Sir John Kotelawala Defence University stores/premises within 07 working days of such intimation (either verbal or written) at his own cost and replace them with items conforming to specification within one month of such rejection. The bidder shall allow approximately 60-90 days' period of credit from the date of acceptance of items and 95% of total value after acceptance of the works/services under measure and pay basis and 5% of total will be the retention for 01 year maintenance for Account Office, General Sir John Kotelawala Defence University to obtain liquid cash from General Treasury & release the payment.

17. **RIGHTS OF THE PROCUREMENT COMMITTEE.** The Department Procurement Committee reserve the right to accept or reject whole or part of this tender and their decision will be final. The successful bidders will be notified. Information with regard to rejected or unsuccessful bids will not be communicated.

Thanking You,
Yours faithfully,
WKVM Sampath
Capt
Officer Commanding
For Vice Chancellor
General Sir John Kotelawala Defence University

I/We agree to abide by the conditions of tender and undertake to supply the items as per delivery schedule mentioned in the contract, in the event of an order been placed with me/my firm/company as a result of this tender.

.....
Signature

.....
Name of Signatory

.....
Name of the Company/Bidder

Date :-

Company seal

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SCHEDULE OF PRICES FOR LOCALLY DELIVERED ITEMS**DESIGN, CONSULTANCY AND SUPERVISION ON REMINING CONSTRUCTION WORK OF GENERAL SIR JOHN KOTELAWALA DEFENCE UNIVERSITY AUDITORIUM**

| SRL NO | ITEMS | DEN O | QTY | PRICE EACH SLRS | TOTAL PRICE SLRS |
|--------|---|-------|-----|-----------------|------------------|
| 01 | Design, Consultancy and Supervision On Reminding Construction Work of General Sir John Kotelawala Defence University Auditorium | | | | |
| | <p>NOTE:</p> <ul style="list-style-type: none"> The Bidder should visit Auditorium Building & inspect the site before submit the quotation and if you want to more clarifications please contact 0710219449 Captain WKVM Sampath | | | | |
| | TOTAL | | | | |
| | DISCOUNT | | | | |
| | TOTAL(AFTER DISCOUNT) | | | | |
| | VAT % | | | | |
| | GRAND TOTAL | | | | |

2. a. Country of Manufacture:-.....
b. Name of the manufacturer and address:-.....
.....
3. VAT Registration No.:.....
4. Name of the Company :
5. Testing Charges Paid. :Rs..... Receipt No and Date:.....
6. Signature of Bidder : Company Seal:-.....
7. Date. :
8. MOD registered no. :.....

SPECIFICATION SCHEDULE**DESIGN, CONSULTANCY AND SUPERVISION ON REMAINING CONSTRUCTION
WORKS OF GENERAL SIR JOHN KOTHALAWALA DEFENCE UNIVERSITY
AUDITORIUM
SCOPE OF SERVICES**

General Sir John Kotelawala Defence University (KDU) auditorium comprises of 1400 seating capacity, state-of-the-art auditorium facilities and many other specialized services. Construction work of the project is conducted by Sri Lanka Army and approximately 80% of civil works have been completed. Approximate balance construction work includes 20% of civil works, 100% of building services, specialized work, furnishing, landscaping and finishes. Remaining design and detailing work include 25% of architectural designs, 35% of structural designs, and 100% building services, ICT and landscape designs.

The approximate cost estimated for remaining work including labor charges is LKR 700 million. Construction of remaining works is undertaken by Sri Lanka Army and Procurement work of remaining works except for specialized services is undertaken by KDU. The project duration is 14 months and the estimated date of completion is 31st August 2021.

It is to be noted that the already completed sections of the structure have been exposed to weathering for 3 consecutive years. Accordingly, a condition assessment is in progress and the report of the assessment will include rectifications and retrofitting work (if any) required to launch and conduct the remaining works of the project. In general, the successful bidder must provide designs, consultancy, and construction supervision (part time) for the remaining works and attend to recommendations provided through the condition assessment report.

The scope of Consultancy Services for remaining works of the project shall be as follows.

1. Advise on Statutory Planning and Building Regulations.
2. Study available design drawings and understand the partially completed design concepts and methodology.
3. Identify any modifications required (if any) to the partially completed design while attending to the recommendations of the condition assessment report in order to successfully complete the project.
4. Develop an as-built arrangement of the building.
5. Wherever applicable, consult with local authorities relevant statutory bodies and assist to obtain outline Planning Consent.

6. Prepare schematic drawings while making necessary references to condition assessment report and obtain client's approval for the balance works
7. Review and make necessary changes as per client's decisions on schematic designs.
8. Establish design criteria, prepare alternate proposals and provide detailed design drawings.
9. Prepare brief program and outline specifications.
10. Prepare draft specifications and preliminary cost estimate for remaining work.
11. Preparation of the engineer's estimate for whole of balance works (including Bill of Quantities/ Bill of Materials as required by the client).
12. Cost control procedures and construction programme.
13. Scope of services for specialized services shall be as follows;
 - a. Nominate/suggest external subcontractors for specialized work such as sound systems, acoustic related works.
 - b. Preparation of tender documents.
 - c. Complete tender drawings and contract strategies.
 - d. Review drawings and tender documents with client.
 - e. Assist client for Invitation to Tender.
 - f. Assist Client in tender evaluation and submitting evaluation report to relevant procurement committee, recommending successful tenderer.
 - g. Prepare contract documents for signing of agreements between client and successful tenderers.
 - h. Assist client in award of contracts.
 - i. Contract administration, measurement of works and certification of claims
 - j. Issue of taking over certificate
 - k. Defects survey upon practical completion of the project and notification to the parties.
 - l. Receipt of manuals and material samples.
 - m. Approval of construction materials according to specifications.
 - n. Supervision/Inspection of Works during Defects Liability Period
 - o. Inspection at the end of the Defects Liability Period and Report to the Client
 - p. Certification of final payment

- q. Recommend release of retention
 - r. Issue of final certificate on behalf of the client
14. Supervision (part time) or inspection of works, monitor progress and report to the client.
 15. Co-ordinate with specialist consultant's appointment by the client (if any).
 16. Advice parties on implementing safety measures.
 17. Advice parties on quality control and testing.
 18. Monitor and report budget, variation orders, extra works etc.
 19. Receipt of manuals and material samples.
 20. Approval of construction materials according to specifications.
 21. Review & recommend as built drawings.
 22. Defects survey upon practical completion of the project and notification to the parties.
 23. Final inspection upon practical completion of the project and advice client for occupation.
 24. Supervision/Inspection of Works during Defects Liability Period
 25. Inspection at the end of the Defects Liability Period and Report to the Client

QUALIFICATIONS AND EXPERIENCE OF BIDDERS

1. The successful Bidder must provide all of design work, consultancy work and construction supervision work through the bidding organization/entity without outsourcing/subcontracting to external parties.
2. The eligible bidders must have prior experience in auditorium construction and following information must be provided along with the bid.
 - a. Total monetary value of consultancy work performed for each of the last three years.
 - b. Experience in works of a similar nature and size for each of the last three years,
3. Bidders must understand that the priority preference will be given to such organizations/entities which have experience in large scale auditorium projects consisting more than 1000 seating capacity.
4. The eligible bidders must have well experienced, permanent professional key personnel required for design work, consultancy work and construction supervision work of the project employed on full time basis in the bidding organization/entity.

5. The schedule of key personnel involves,
- a. One Senior Architect with BSc. (BE) & MSc (Arch) or equivalent and membership of SLIA (Corporate Member of the Institute of Architects in Sri Lanka with minimum 5 years of experience after obtaining professional qualification)
 - b. Chief Design Engineer (Structural) with professional qualification and Postgraduate in Civil Engineering and qualified for designing and submitting calculations as per the Directory of Structural Engineers Prepared by IESL for multi-story buildings and minimum 5 years of experience after obtaining professional qualification.
 - c. Mechanical Engineer for Building Services with Corporate / Associate member in Institute of Engineers Sri Lanka in Mechanical / Electrical Engineering (B Sc. Eng.) with experience in design of Building Services (Mechanical work) in large scale auditorium projects.
 - d. Electrical Engineer (B Sc. Eng.) with experience in electrical designs in large scale auditorium projects.
 - e. Design Engineer for Water Supply and Drainage with Corporate or associate membership of Institute of Engineers Sri Lanka with BSc in Engineering Degree with experiences in large scale auditorium projects.
 - f. Senior Design Engineer (ICT) with B.Sc. / BSc. Eng. (Computer Engineering/ Science/ Electronic & Telecommunications/ Electrical & Electronics) and respective professional certifications with experiences in large scale auditorium projects.
6. Qualification information of the design, consultancy and construction supervision teams with CVs and consent letters must be provided along with the bid.

SPECIMEN FORM OF BID SECURITY

By this Bond we (hereinafter called "the Bidder") and We (name of bank or insurance company) whose registered office is at (hereinafter called "the Surety") are held and firmly bound onto (hereinafter called the Authority") in the sum of for the payment of which sum the Bidder and the Surety bind themselves their successors and assigns jointly and severally by those presents.

Whereas the authority has invited the Tender and other persons to compete tenders in similar terms for the supply of and to submit the same for the consideration of the Authority, and the Bidder proposes to submit to the Authority a Bid (hereafter called "the Bid") in accordance with such invitation, the Bond shall provide security to the Authority that the Bidder will honour certain obligations to be undertaken by him in the Tender in accordance with the following conditions.

Now the Conditions of this Bond are:

- (a) That it shall remain in full force and effect until the earliest of
 - (i) (Date), being () days from (submission date), the date stipulated by the Authority for the submission of tenders, or any prolongation of such date above notified to the Authority by the Bidder and the Surety in writing.
 - (ii) In the event of acceptance of the Tender by the Authority, the date upon which the Bidder provides a performance security to the Authority in accordance with the terms of the contract thereby made between them, or
- (b) Subject to this Bond being in full force and effect, the Surety shall pay the full amount specified in this Bond upon receipt of first written demand from the Authority stating that.
 - (i) The Bidder has withdrawn his Tender during the validity of this Bond, or
 - (ii) The Bidder has failed to provide a performance security to the Authority in accordance with the terms of the tender within 14 days from receipt of intimation of award of the Tender.

No alteration in the terms of the Tender, nor any forbearance of forgiveness in or in respect of neither any matter or thing concerning the Tender on the part of the Authority, nor any objection from the bidder shall in any way release the Surety from any liability under this Bond.

The benefit of this Bond shall not be assignable by the Authority and upon its ceasing to be in full force and effect the Authority shall return the same to the Bidder.

This Bond shall be governed by the laws of Sri Lanka

I executed as a deed on this() day of() 20 ()

For and on behalf of the Bidder

For and on behalf of the Surety

Signed by -----

Signed by -----

In the capacity of -----

In the capacity of -----

and by -----

and by -----

In the capacity of -----

In the capacity of -----

Seal (where applicable)

Seal (where applicable)

DELIVERY SCHEDULE

(IT IS MANDATORY TO FILL THE FOLLOWING SCHEDULE BY THE BIDDER)

TENDER NO :

ITEM :.....

QTY :.....

| DURATION | QTY |
|-------------------------------|-----|
| EX STOCK QTY (WITHIN 01 WEEK) | |
| 01MONTH | |
| 02 MONTHS | |
| 03 MONTHS | |
| 04 MONTHS | |
| TOTAL | |

NAME OFTHEBIDDER :.....

SIGNATUREOFBIDDER :.....

DATE :.....

COMPANYSEAL :