

Tender No:  
KDUSC/PRO/RP & SERVICE/014/2021

M/S.....  
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General Sir John Kotelawala Defence University,  
Southern campus, Edison Hills,  
Nugegalayaya, Sewanagala, Sri Lanka.  
Adjutant 0473624894  
Procurement Officer 0473624893  
Fax 0473620811  
[www.kdu.ac.lk](http://www.kdu.ac.lk)

17 June 2021

## **INVITATION TO BID AND GENERAL CONDITIONS OF TENDER**

1. The Rector of the General Sir John Kotelawala Defence University – Southern Campus, as the Chairman, Department Procurement Committee invites Bid/s from prospective Bidders for supply of **items listed and specifications of the items are indicated in Annex “A”**.

2. **CLOSING DATE & TIME.** The tender will close at 1000 hrs on 01/07/2021. Any Bid submitted after the closing time of the tender will be rejected & unopened such bids will be returned to the bidder.

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

4. **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.

5. **BID SUBMISSION.** 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- Southern Campus, Edison Hills, Nugegalayaya, Sewanagala.** (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.**

6. **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.

7. **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- Southern Campus stores at Sewanagala. **Unit price, VAT and Total price should be clearly indicated in schedule in Annex “A”.**

8. **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.**

9. **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. Any item that does not confirm 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.

10. **Special Instruction 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. When the testing charges are required to be paid, bidders shall pay testing charges separately **for all offers** indicated in their bid/s.

(i) **Samples.** Please submit..... Samples.

(ii) **Testing Charges.** A sum of Rs. .... **per offer** must be paid to the Assistant 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.

11. **RIGHTS OF THE PROCUREMENT COMMITTEE**. The General Sir John Kotelawala Defence University – Southern Campus 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,



**For Rector**  
**General Sir John Kotelawala Defence University**  
**Southern Campus**

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

NIC:.....

.....  
Name of the Company/Bidder

Date :- .....

Company seal:

SR/ NO	Description	Deno mination of Qty	Qty Required	Country/ Brand Or Origin	Unit Price	Total Price
	<b>SUPPLY &amp; INSTALATION WORK OF ALUMINIUM PANTRY CUPBOARD FOR STUDENT ACCOMMODATION BUILDING 1 ST FLOOR BLOCK "E" &amp; "F" AT SOUTHERN CAMPUS</b>					
01	White colour powder coated aluminium framed door with both side aluminium cladding panel 5mm tk at top and bottom of the door including self closing doors with indicator lock and necessary ironmongery as shown on the drawing (Please see the annex "B" & "C")	Lft	45.00			
	<b>Sub Total 1</b>					
	<b>10% Contingencies</b>					
	<b>Sub Total 2</b>					
	<b>Discount</b>					
	<b>Sub Total 3 After Discount</b>					
	<b>VAT 8%</b>					
	<b>Grand Total</b>					

**ALUMINIUM PANTRY CUPBOARD WORK**

Sub Total - (A)

Less Discount (If any)

a. On all rates (.....%)

b. Selected rate (.....%)

Sub Total - II

ADD 10 % CONTINGENCY

Sub Total - III

Total in words.....

ADD 08% VAT

TOTAL CARRIED TO FORM OF TENDER

Total in words (With VAT) .....

VAT Registration number.....

Date.....

Signature of bidder

Witness,

1 Signature .....

Name and Address.....

Name and Address

2 Signature .....

Company Seal

Name and Address.....


**FOLLOWING TO BE INCLUDED IN TENDER INVITATION**

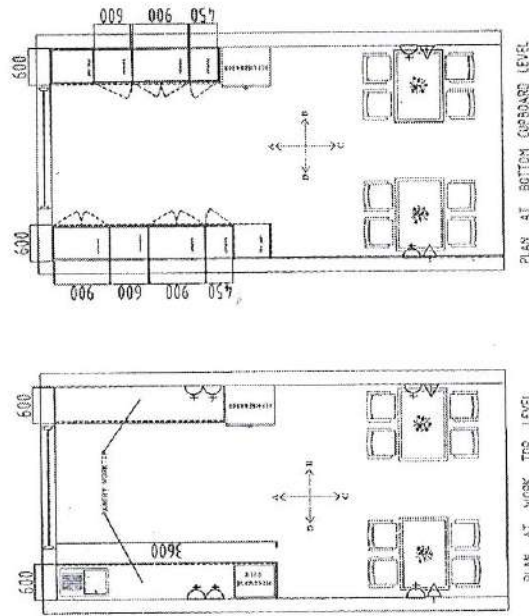
- 1 Liquidated Damages shall be Rs. 1/4000xContract price per calendar day subject to maximum of 10% of contract sum
- 2 Retention shall be 10% of the value of work executed, subject to maximum 5% of contract sum.
- 3 Period of Maintenance shall be **12 months**
- 4 Project Duration - 02 Calendar weeks
- 5 Payments are on measure and pay basis.



**SUPPLY & INSTALLATION WORK OF ALUMINIUM PANTRY CUPBOARD FOR STUDENT ACCOMMODATION BUILDING 1 ST FLOOR  
BLOCK "E & "F" AT SOUTHERN CAMPUS**

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
01	The tenderer is advised to examine drawing and visit/inspect the site which is situated at Nuggaloyaya kiribbanara sewanagala and surrounding condition such as supply and storage of materials, employment of labour using of plant/ equipment, execution of work in etc. No claim for extras will be allowed for errors and commissions arising from his failure to satisfy him self. All necessary information can be obtained from Project office southern campus KDU (TP - 0473628576 ).The cost of such site visit be borne by the tenderer.	Note			
	<b>A- ALUMINIUM PANTRY CUPBOARD</b>				
02	The tenderer shall furnish detailed information and technical literature of partition forming and lining along with his tender.	Note			
03	Preparing and submitted shop drawing as required by the Engineer.	Note			
04	Supplying samples of materials & composite units to the engineer for the approval .	Note			
05	Setting out as per the general arrangement of drawings furnished by the Engineer	Note			
06	Rates shall include for - i. necessary ironmongery as specified and show on the detail drawings ii. Door lock should be completed with "open" "closed" indicator iii. All inserts, lugs, brackets, anchors, screws etc compatible with the material & finish of the fabricated units; iv. Fixing frames to concrete or masonry work. v. Providing additional trimmers, studs, noggins etc.	Note			
07	Payment are made on measure and pay basis	Note			
08	Bidder should be agreed to retain 5% of contract value as retention for one year of defect liability period	Note			
	<b>ALUMINIUM PANTRY CUPBOARD WORK</b>				
A-1	White colour powder coated aluminium framed door with both side aluminium cladding panel 5mm tk at top and bottom of the door including self closing doors with indicator lock and necessary ironmongery as shown on the drawing	Lf	45.00		
	<b>SUB TOTAL</b>				
	<b>ADD 10% CONTINGENCIES</b>				
	<b>TOTAL</b>				
	<b>ADD 08% VAT</b>				
	<b>GRAND TOTAL</b>				

  
**H.M.P. Gunarathna**  
 Lieutenant (CE) NRC 362  
 Civil Engineer  
 Sri Lanka Police



*[Signature]* H M P Generation  
Lieutenant (CE) NRC  
Civil Engineer

PROJECT:	Pantry at First Floor	
	Drawing Title:	Design Unit, KDU, Southern Campus, Sooriyawewa
PROPOSED STUDENT ACCOMMODATION (FEMALE - F) KOTELAWALA DEFENCE UNIVERSITY, SOUTHERN CAMPUS SOORIYAWEWA	Scale:	1:100
	Date:	30/01/2021