

M/S.....
.....
.....



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

21 May 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 / 06 /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 |
|-----------|---|----------------------------|-----------------|--------------------------------|---------------|----------------|
| | <u>SUPPLY & FIXING OF ALUMINUM BATHROOM DOORS FOR FOC BUILDING AT KDU SOUTHERN CAMPUS – STAGE I</u> | | | | | |
| | Please see the annex B | | | | | |
| | Note: | | | | | |
| | Tax: (If Any) | | | | | |
| | VAT: (08%) | | | | | |
| | Grand Total:..... | | | | | |
| | Warranty:..... | | | | | |
| | Make Model & Country | | | | | |
| | * Please Indicate The Unit Price After All Possible Discount. | | | | | |
| | * Past experiences are to be mentioned | | | | | |
| | | | | | | |

- I. Validity of Offer
 II. Delivery Period
 III. Credit Period
 IV. Discount if any
 V. Ex- Stock availability

.....
 Rubber Stamp of the Firm


.....
 Signature of Authorized Officer

Name:.....
 T/Phone No:.....
 E mail :

Registration No:.....

**BILL OF QUANTITIES FOR SUPPLY & FIXING OF ALUMINUM DOORS FOR FACULTY OF
COMPUTING BUILDING STAGE I AT KOTALAWELA DEFENCE UNIVERSITY (S-C)**

| SR. NO | DESCRIPTION | UNIT | QTY | RATE | AMOUNT |
|-----------|--|------|-----|------|--------|
| | <p>The tenderer is advised to examine drawing and visit/inspect the site which is situated at Nugegalayaya kiriibbanara 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.</p> <p><u>ALUMINIUM DOORS</u></p> <p>All sections to be used shall be made of imported extruded Aluminium alloy sections, equivalent ALCOM Malaysia powder coated to 22-25 micron as per BS 6496-1997. and the minimum thickness of the extension should be not less than 1.5mm. Also provide the copier of test certificates for strength, water and air tightness for selected systems.</p> <p>As far as possible, all Aluminium shall formed, fabricated, cut, drilled, tapped welded, fitted or otherwise in a workshop. Where it is not practicable to deliver fully assembled components, the windows/doors shall be delivered ready for assembling to the extent practical for field erection and in a secure and workman like manner to meet the requirements of this specification and to ensure neat weather tight construction.</p> <p>Joints shall be made by welding or by concealed mechanical connectors. No corner fastening devices such as pins, screws, bolts, or pressure indentation shall be visible on vertical exposed faces of sash members.</p> | | | | |
| | | Note | | | |
| | | Note | | | |


HMP Gunaratna
 Lieutenant (CE) NRC 3693
 Civil Engineer
 Sri Lanka Navy

| | | | | |
|---|-------------|--|--|--|
| <p>The contractor shall provide weather stripping for all fixed and opening Aluminium doors/windows and weather strip shall be of good quality material which is compatible with aluminium.</p> <p>The contractor will be entirely responsible for ensuring that the windows and doors installation are entirely water tight to the structure and the rate will deemed to include all bedding , fixing materials, including all necessary flashing, weather stripping, insulation, etc. and there shall be no leakage of water what so ever from out side to inside. The contractor shall provide details and prove the water tightness of fixed doors and windows.</p> <p>All ironmongery shall satisfactorily perform the function for which intended and shall be securely attached to window/door and should be of Aluminum, die-cast alloy or other non corrosive materials compatible with Aluminum. The finish shall be powder coated finished.</p> <p>Hinges, lock sets, exit devices, flush bolts, door closing devices, push plates, push pull bars, door stops, fasteners, etc. positions in any door or window unit shall be furnished to the Engineer for approval.</p> <p>The contractor shall be required to submit the name of the manufacturer or supplier of the Aluminum sections that he intend to use along with sample of door window frame sections including fittings, manufacturer literature, with drawings specification, instructions for installation, adjustment, cleaning and maintenance system with the tender.</p> <p>The contractor will be required to submit samples of proposed powder coated to 22 to 25mm microns, Aluminum extrusions in a range of colours with the tender for approval and 10 Year guarantee for powder coated finish.</p> <p>Payments are made on the basis of measure and pay.</p> | <p>Note</p> | | | |
|---|-------------|--|--|--|


 H.M.P. Gunaratne
 Lieutenant (CE), NRC 3028
 Civil Engineer
 Sri Lanka Navy

| | | | | | |
|-----|---|-----|-------|--|--|
| | Bidder should be agreed to retain 5% of contract value as retention for one year of defect liability period | | | | |
| | <u>A- ALUMINIUM DOORS</u> | | | | |
| A-1 | White colour powder coated aluminium framed door size 900 x 2100 mm single sash with both side aluminium cladding panel 5mm tk at top and bottom of the door including necessary ironmongery etc. as per detail drawing No. KDU/DIR/FOC/DW/01 , Door type D3 (08 Nos) | Sqm | 15.12 | | |
| | A - SUB TOTAL CARRIED TO SUMMARY | | | | |

SUMMARY

ALUMINUM DOORS

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

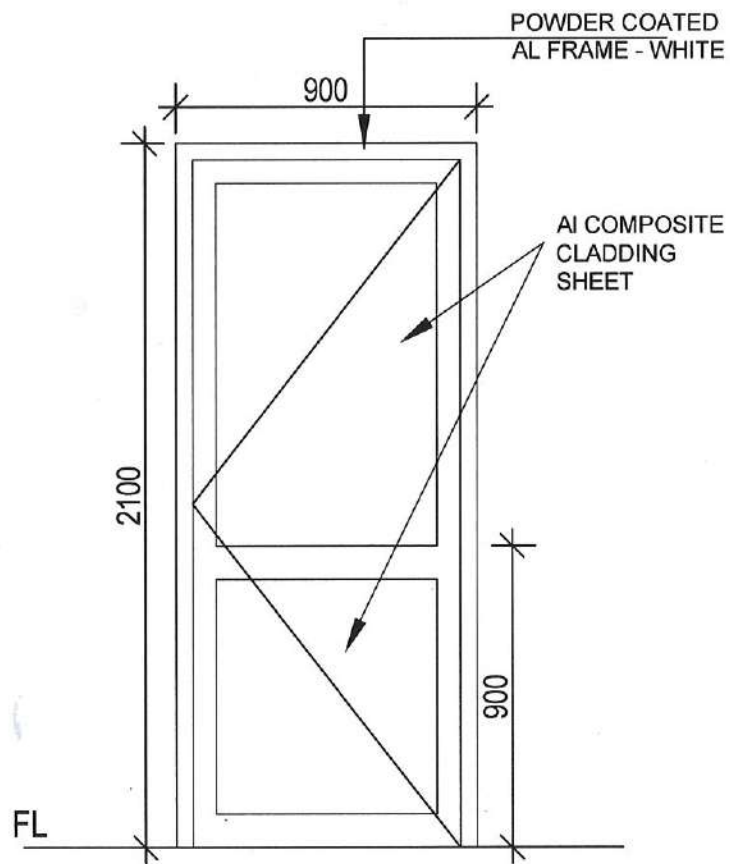
Name and Address.....


H M P Gunarathna
Lieutenant (CE) NRC 3698
Civil Engineer
Sri Lanka Navy

FOLLOWING TO BE INCLUDED IN TENDER INVITATION

- 01 Liquidated Damages shall be Rs. $\frac{1}{4000} \times \text{Contract price}$ per calendar day subject to maximum of 10% of contract sum
- 02 Retention shall be 10% of the value of work executed, subject to maximum 5% of contract sum.
- 03 Period of Maintenance shall be **12 months**
- 04 Project Duration - 04 Calendar weeks
- 05 Payments are on measure and pay basis.


H M P Gunarathna
Lieutenant (CE) NRC 3698
Civil Engineer
Sri Lanka Navy



ELEVATION D3

| | |
|---------------------------------------|--------------------------------|
| FACULTY OF COMPUTING BUILDING KDU -SC | |
| DRG TITLE : DOOR & WINDOW | DRAWING NO : KDU/DIR/FOC/DW/01 |
| SCALE: AS PER SHOWN | DATE: |
| DRAWN BY: | |
| DESIGN BY: | |
| APPROVED BY: | |

H M P Gunarathna
Lieutenant (CE) NRC 3693
Civil Engineer
Sri Lanka Navy