

Tender No:  
KDUSC/PRO/CAP/033/2022

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  
Web : [www.kdu.ac.lk](http://www.kdu.ac.lk)

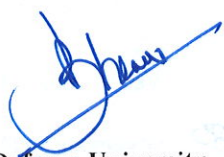
30 November 2022

## **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 1000hrs on 13 / 12 / 2022. 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,

  
**Flt Lt GSB Siriwardhana**  
**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:



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Annex "A"

SR/ NO	Description	Deno mination of Qty	Qty Required	Country/ Brand Or Origin	Unit Price	Total Price
	<b><u>PURCHASE OF i5 SSD DESKTOP COMPUTERS AND UPS BATTERIES REQUIREMENT FOR ASSISTANT BURSER OFFICE AT KDU SOUTHERN CAMPUS</u></b>					
01	i5 SSD Desktop Computers (Specification attached as Annex B)	No's	3			
02	UPS Batteries 650VA (Specification attached as Annex C)	No's	3			
	Tax: ..... (If Any)					
	VAT: ..... (15%)					
	Grand Total:.....					
	Warranty:.....					
	Make Model & Country					
	* Please Indicate The Unit Price After All Possible Discount.					

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

.....  
 Signature of Authorized Officer

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

.....  
 Rubber Stamp of the Firm

Registration No:.....

Procurement Officer  
 Southern Campus - KDU  
 Nairobi  
 Kenya

**Specification for i5 SSD Desktop Computer**

Sr No.	Description	Required Specification	Bidder's Compliance.	
			Yes/ No	If "No" your Offer
1	Make/Brand	Specify		
2	Model	Specify		
3	Country of Origin	Specify		
4	Country of Manufacture	Specify		
5	Year of Manufacture	Specify		
6	Device Type	Micro-Tower form factor		
7	Processor	Intel Core i5 (8 <sup>th</sup> Generation or later)		
8	Processor Clock	2.4GHz or higher		
9	Hard disk	1TB 7200rpm Hard Disk Drive with SATA interface <b>AND 128GB OR HIGHER SSD</b>		
10	Optical Drive	DVD Writer (16x or better)		
11	Memory	Minimum 8GB (1 x 8GB) 2400MHz DDR4 Memory		
12	Graphics	Integrated graphics		
13	Network Interface	Integrated 1000Mbps Ethernet Interface with RJ45 connector Wi-Fi 802.11a/b/g/n/ac		
14	Audio Interface	Integrated standard audio interface		
15	Expansion Slots	At least one free PCI Express expansion slot		
16	USB Ports	At least 4 free USB ports supporting USB ver 3.0 or higher		
17	External connectors	VGA / HDMI , Audio, Network and USB should be in the Mainboard		
18	Keyboard	USB Windows Key Board (Same System unit brand)		
19	Mouse	USB 3 Button optical mouse (Same System unit brand)		
20	Display	18.5" LED monitor or higher (Same System unit brand)		
20.1	Aspect Ratio Widescreen	(16:9)		
20.2	Optimal Resolution	Minimum HD -1360 x 768 @ 60 Hz		
20.3	Connectivity	HDMI / VGA		
21	Power supply	220V @ 50Hz rated power supply with input tolerance of at least 180V AC to 250V AC		
22	Display Connectivity	VGA cable or HDMI Cable should be provided		
23	Software	Operating system Windows 10 required		



		MS Office - not required Anti-virus software - not required		
24	<b>Supplier should be a Manufacture Authorized Agent in Sri Lanka and Proof should be provided</b>	Supplier Should Have Certified Repair Centre and Island wide Branches for immediate Warranty facility		
25	<b>Vendors Experience</b>	Supplier should have at least 5 Years' Experience by selling this Product		
26	<b>Authorization</b>	Supplier should be a Manufacture Authorized Agent in Sri Lanka and Proof should be provided		
27	<b>Brochures</b>	Brochures for the offered model shall be submitted along with the tender.		
28	<b>Warranty 5 year</b>	<p>5 years comprehensive on-site warranty including all parts and labour and covering against all types of defects and faults related to the product quality and workmanship</p> <p>1. Maximum Response time of 3 hours</p> <p>2. Maximum Resolution Time of 8 working hours. (In failure to do so, vendor must supply a backup Computer with similar capabilities)</p> <p>1. Maximum Response time of 3 hours</p> <p>2. Maximum Resolution Time of 8 working hours. (In failure to do so, vendor must supply a backup Computer with similar capabilities)</p>		





**SPECIFICATIONS – 650VA UPS**

Item	Minimum Specification	Bidder Compilense	
		Yes / No	If "No" Indicate Your Offer
Brand	(Specify)		
Model	(Specify)		
Country of Origin	(Specify)		
Country of Manufacture / Assembled	(Specify)		
UPS Type	Line Interactive		
Input Power	180-270 Volts, 50Hz-60Hz		
Output Power	230 Volts, 50Hz		
Output Slots	At Least Two Output Slots		
Back Up Time	5 minutes (Full Load) minimum		
Capacity	650 VA minimum		
Trnsfer Time	8ms or less		
Indicator	Audible Power Failer Alarm, Seperate LED for A/C Power, Battery Charging, Battery Backup, Low Battery Alarm		
Protection	Over Voltage Protection, Lighting, Short Circuit Protection, Surge Protection		
Battery Type	Sealed & Maintenance Free		
Recharging Time	5-6 hours to 90% Capacity		
Cables	One Input Power cable (Cord length 1 metre) Two Output cables		
Warranty	<b>Manufacturer Warranty for a minimum of Three (3) years including replacements of all defective parts with rechargeable batteries. All kind of repairs should be completed withing 72 hours (Three working days) during the warranty period. All defective parts should be replaced with brand new parts during the warranty period.</b>		
Brochurs	Brochures for the offered model (Only) shall be submitted with the tender		
Supplier should be a Manufacture Authorized Agent in Sri Lanka and Proof should be provided	Supplier Should Have Certified Repair Centre and Island wide Branches for immediate Warranty facility		
Vendors Experience	Supplier should be a Manufacture Authorized Agent in Sri Lanka and Proof should be provided		
Authorization	Supplier should be a Manufacture Authorized Agent in Sri Lanka and Proof should be provided		

