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General Sir John Kotelawala Defence University,
Southern campus, Edison Hills,
Nugegalayaya, Sewanagala, Sri Lanka.
Adjutant 0710219299
Procurement Officer 0710219402
Fax 0473620811
www.kdu.ac.lk

13 December 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 1000 hrs on **27/12/2022**. 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,


Maj JWK Gamage
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 & TAILORING OF CIVIL STAFF UNIFORMS FOR KDU SOUTHERN CAMPUS 2022 - STAGE II</u>					
1	Blue Long Trouser As per the Attached Annex "B"	Nos	78			
2	Blue Short Skirt As per the Attached Annex "C"	Nos	18			
3	White Long Trouser As per the Attached Annex "D"	Nos	30			
4	White Coat As per the Attached Annex "D"	Nos	30			
5	Blue Long Sleeve Shirt As per the Attached Annex "E"	Nos	2			
6	Blue Long Trouser As per the Attached Annex "E"	Nos	2			
	Note : i) Specifications are attached herewith & samples of the material should be submitted by the supplier to the Tender Opening Committee. ii) Selected bidder have to visit to KDU Southern Campus to take the measurement. (Bidder Should bear the transport and other charges)					
	VAT: (12%)					
	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

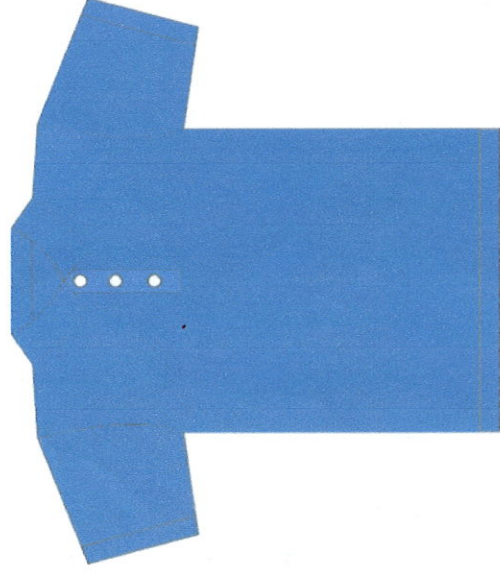
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 Signature of Authorized Officer

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

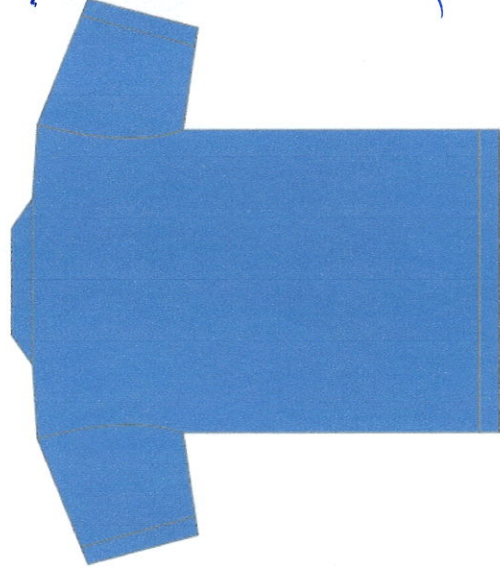
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 Rubber Stamp of the Firm,

Registration No:.....

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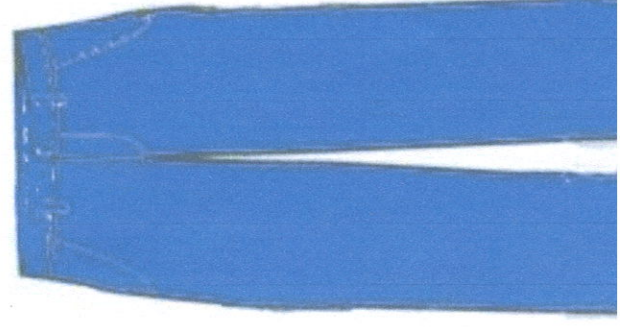
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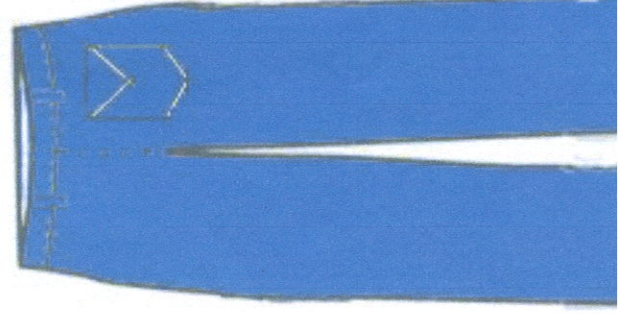
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02. තරු (ඡර්ට)
03. ආරක්ෂක තරු

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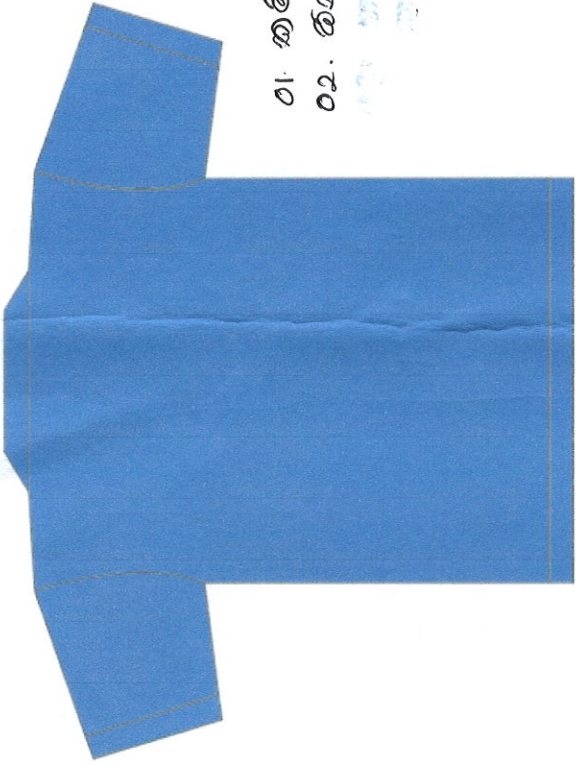
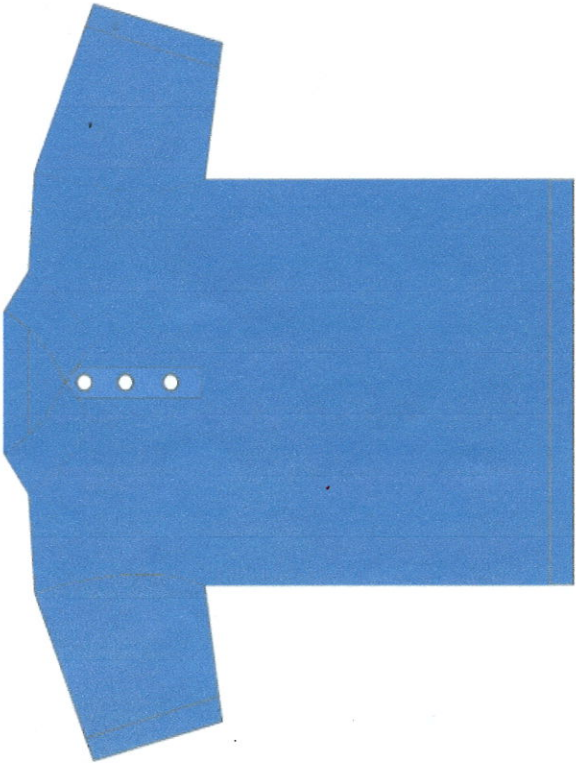
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02. තරු (ඡර්ට)
03. ආරක්ෂක තරු

Assistant Registrar
Southern Campus - KDU
Nugagalayaya
Sewanagala

4/8/20

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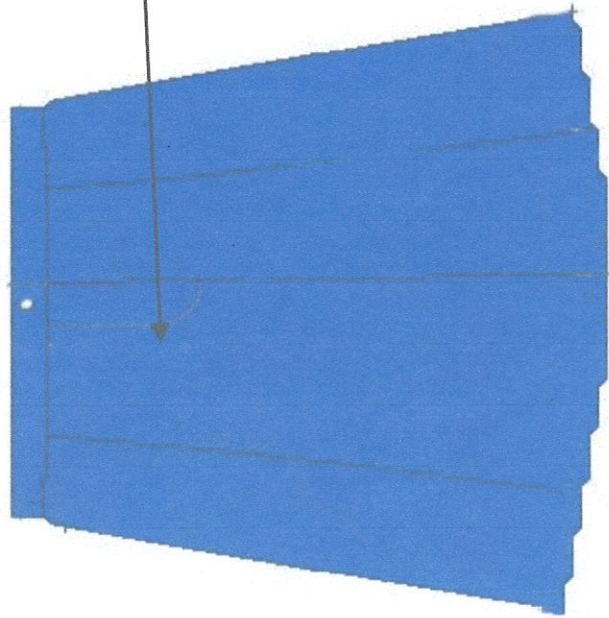


- 01. කුණ්ඩර (කාන්තා)
- 02. තනිතරණතු කුණ්ඩර (කාන්තා)

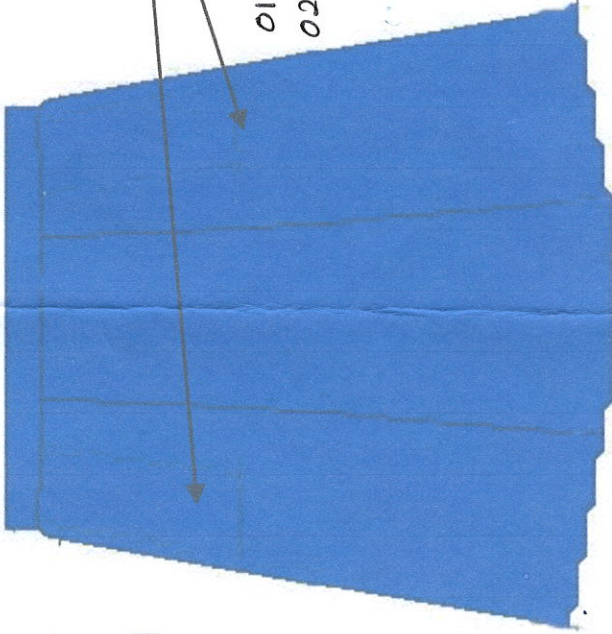
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02 (J)

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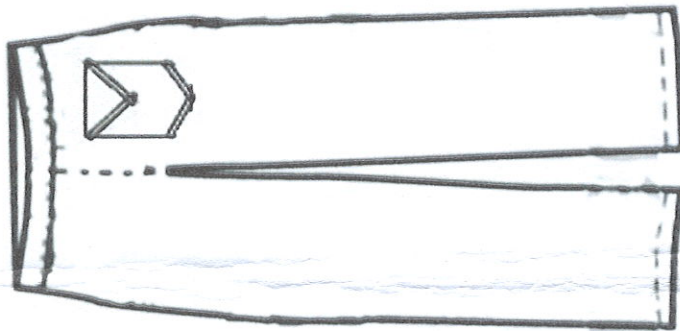
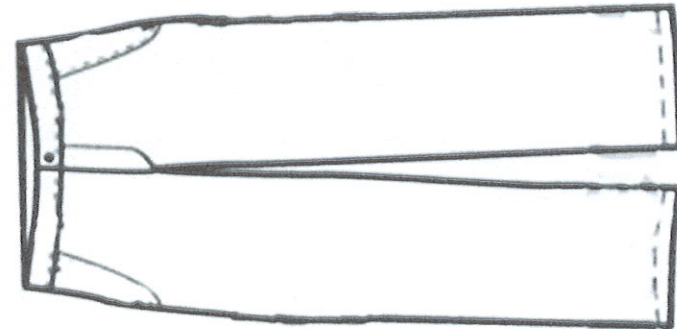
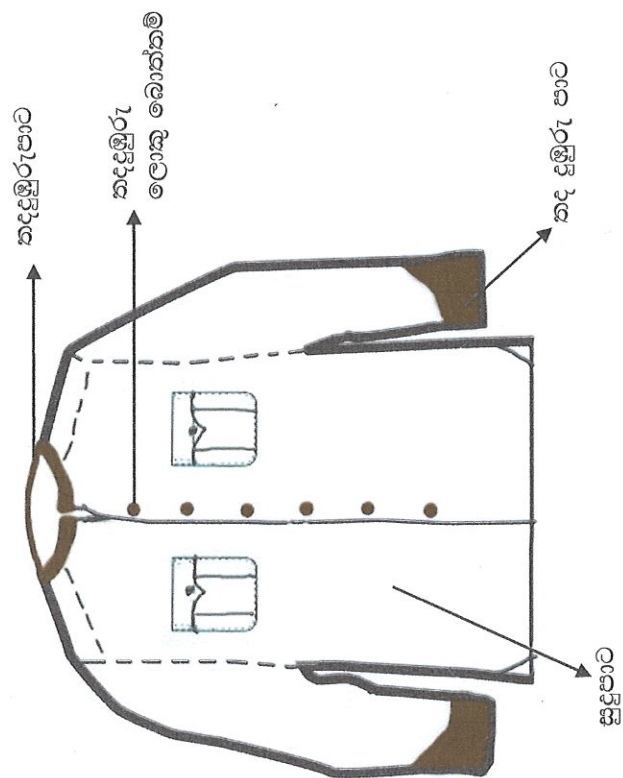
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Assistant Registrar,
Southern Campus - KDU
Nuggegalayaya
Sewanagala

Handwritten signature and date 20/08/24

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ಶ್ರೀ ರವಿಚಂದ್ರ

ಪುಟ್ಟ ಪಾಂಡು ಕವಿಚರಿ
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01. బంజీరూపం

(continued)

~~W.D. W.S. Atapattu~~

Assistant Registrar

Southern Campus

General Sir Joh

Nugegalayaya

Sewanagala

~~11/11/11~~

~~A. G. K. W. S. A. G.~~

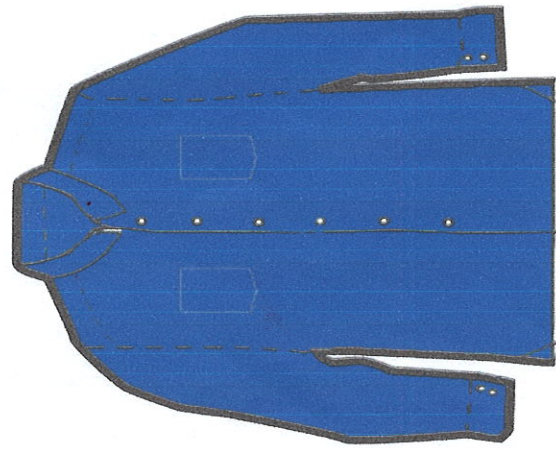
Assistant Registrar

Southern Campus
General Sir John Kotelawala Defence University

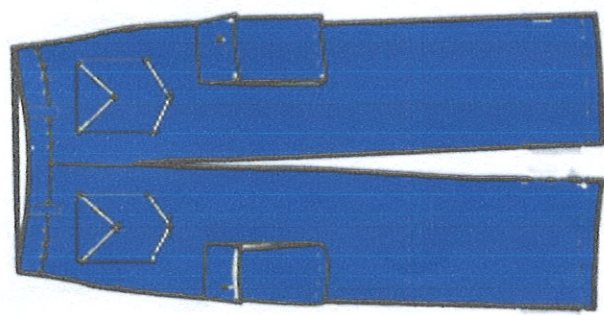
General Manager
Mudgalayaya

Sewanagala

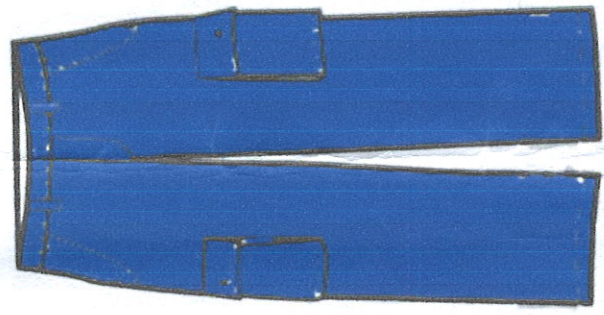
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02. වායු සම්පන්න කාර්මික

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A.G.K.M.W.S. Atapattu
Assistant Registrar
Southern Campus
General Sir John Kotelawala Defence University
Nugegallaya
Sewanaagala
24/02/2022