

Tender No:  
KDUSC/PRO/RP&SERVICE/033/2022

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



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

22 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 29 / 11 / 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

Senior Admin Officer  
Southern Campus - KDU  
Nugegoda  
Sewanagala.

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><u>SUPPLY, FABRICATION AND FIXING OF HAND RAIL FOR RECTOR CHALET BUILDING AT KDU SOUTHERN CAMPUS</u></b>					
<b>A</b>	<b><u>Rector Chalet Building - Stair case hand rail</u></b>					
A-01	Supply, fabrication and fixing of 1000mm high stair case hand rail comprising with 90mm dia. Class one timber top rail fixed to the 30x6mm M.S. flat iron and 40mm dia. GI Pip uprights fixed to the floor with 100x100 base plate and 10mm dia. 3 no MS rods fixed in horizontally with equal distance to vertical post as per the drawing no. KDU-RC-DE-A-500 & 501 (Please See the Annex "B" & "C")	M	10			
	<b>A- Sub Total</b>					
	<b>Less Discount</b>					
	<b>Sub Total - II</b>					
	<b>Contingency 10%</b>					
	<b>Sub Total - III</b>					
	<b>VAT 15%</b>					
	<b>Grand Total</b>					
	<b>Warranty:.....</b>					
	<b>Make Model &amp; Country</b>					
	<b>* Please Indicate The Unit Price After All Possible Discount.</b>					

- 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:.....

**BOQ FOR SUPPLY, FABRICATION AND FIXING OF HAND RAIL FOR RECTOR'S CHALET  
BUILDING AT KOTALAWELA DEFENCE UNIVERSITY (S-C)**

ITEM No.	DISCRIPTION	UNIT	QTY	RATE	AMOUNT
01	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.	Note			
02	Approval to be obtained for sample from the project Office Southern Campus KDU prior proceeding all the work.	Note			
03	Tenderer should have sufficient experience for similar type and capacity of work during last 5 years. And details should forwarded with bid other wise bid will be rejected	Note			
04	Payment are made on measure and pay basis	Note			
05	Required services such as water, electricity will be provided by SLN.	Note			
07	Tenderer Should arrange his own Accommodation for labours	Note			
08	All required tools, Equipment and Machineries to be arranged by the contractor.	Note			
09	Tenderer should arrange his own transport of materials, tools, equipment and machineries to site and return on completion.	Note			
10	Detailed shop drawings of metal work components to be approved prior to fabrication of same.	Note			
11	Must be ensured that all necessary inserts lugs etc, required for fixing metal work units, are embedded in accordance with the approved Shop Drawings.	Note			
12	Rate for metal work shall include for ;	Note			



- i. Supplying samples of materials & composite units for the approval ;
- ii. Fixing to floor slabs, landings, steps or walls with approved fixing methods ;
- iii. All inserts, lugs, brackets, anchors, screws etc compatible with the material & finish of the fabricated units;
- iv. Preparation of surfaces of metal components to receive paint and treating exposed surface with anti-corrosive paint & finishing coats as specified ;
- v. Protecting all metal work up to the date of handing over ;
- vi. Making good, all work disturbed due to fixing of metal work units to the satisfaction.
- vii. Preparing and submitted shop drawing as required.

### 13 PAINTING AND DECORATING

Note

All paint and painting materials shall be approved manufacture and shall be of the same line of product.

- a. The contractor must ensure that surfaces to be painted are approved before prime coat or initial coat is applied.
- b. The quality of paint will be the responsibility of the Contractor.
- c. Colour and the quality of all paint and other painting materials shall be approved by the Architect prior to use.
- d. Rates for painting shall include for -
  - i. Preparation of surfaces, cleaning down, smoothing, etc ;
  - ii. Submission of samples for the approval of the Engineer ;
  - iii. Protection of floors, walls and fittings etc ;
  - vi. Working to returns, painting in any colour, multi-colour works, cutting into line at junctions of different colours at angles or plain surfaces, painting in small quantities;
  - v. Cleaning down upon completion revising same in the manner required by the Architect.



14	The colour to be approved by the architect prior to ordering.	Note			
15	Rate to be included the all materials, which necessary to complete the work successfully	Note			
16	Damages occurring to the adjacent properties during execution of work to be rectified by the contractor.	Note			
17	Safety of labours during work is a responsibility of the contractor.SL Navy will not hold any responsibility for any damages/injuries occurring to labours/machineries of the contractor during execution of work.	Note			
18	Bidder should be agreed to retain 5% of contract value as retention for one year of defect liability period	Note			
19	10 Year guarantee period commencing from the date of issuing completion certificate.	Note			
A	<b><u>RECTOR CHALET BUILDING</u></b>				
	<b><u>Stair case hand rail</u></b>				
A-01	Supply, fabrication and fixing of 1000mm high stair case hand rail comprising with 90mm dia. Class one timber top rail fixed to the 30 x 6mm M.S. flat iron and 40mm dia. GI pipe uprights fixed to the floor with 100 x 100 base plate and 10mm dia. 3 no MS rods fixed in horizontally with equal distance to vertical post as per drawing no. KDU-RC-DE-A-500 & 501	m	10.0		
	<b>A- SUB TOTAL CARRIED TO SUMMARY</b>				



## SUMMARY

### Handrail for Rector chalet building

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 15% 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.....

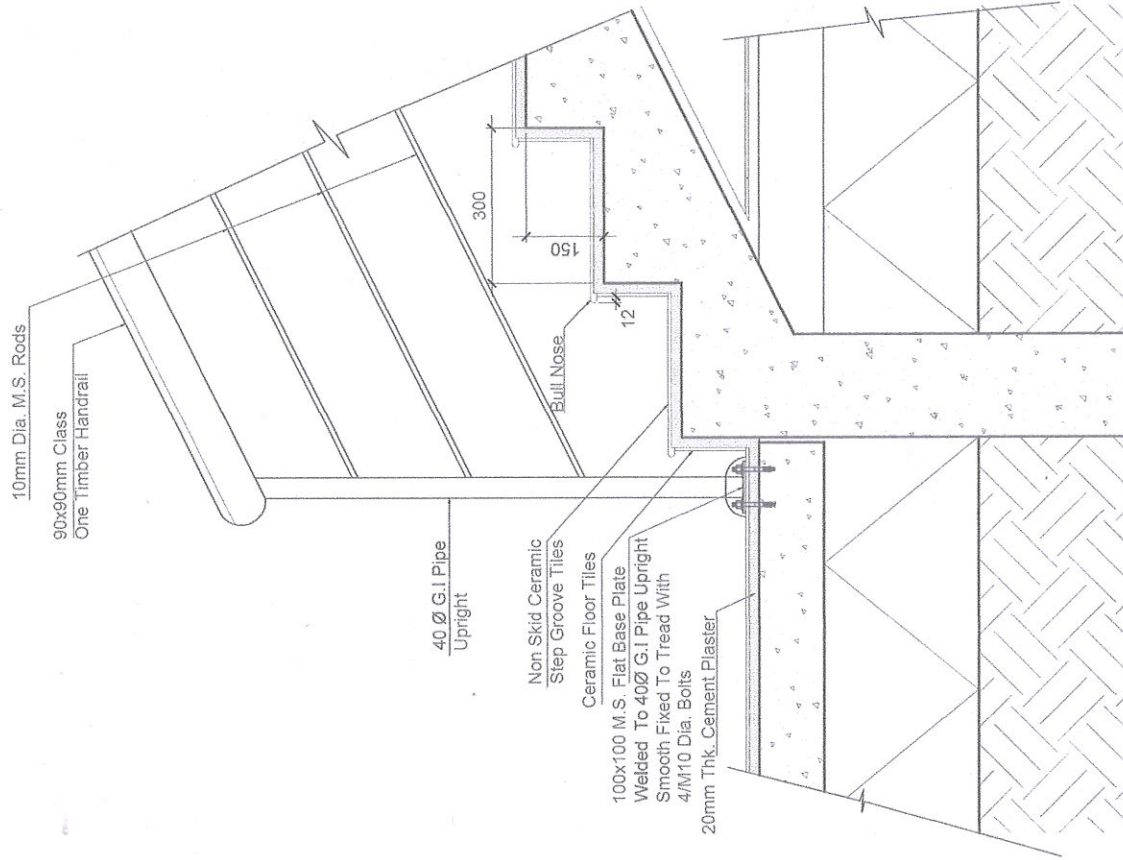


**FOLLOWING TO BE INCLUDED IN TENDER INVITATION**

- 01 Liquidated Damages shall be Rs.  $1/1000 \times$  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 - Three calendar weeks
- 05 Payments are on measure and pay basis.



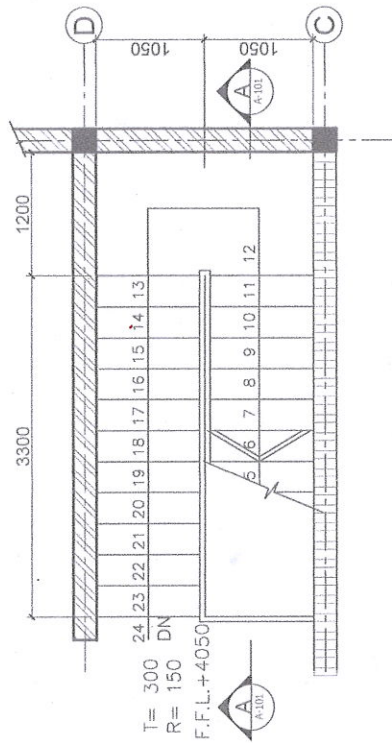




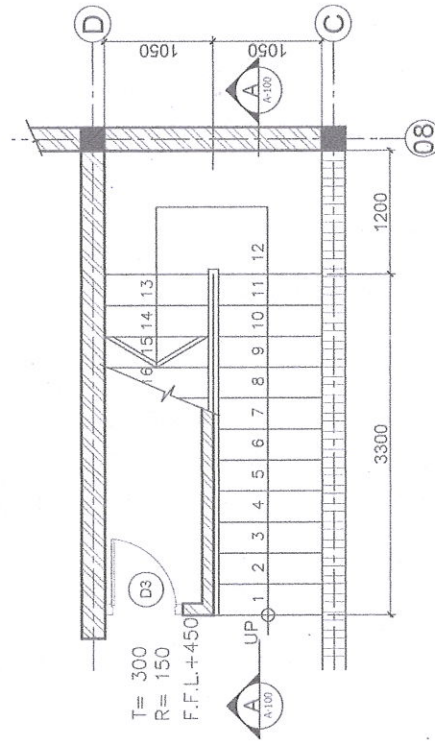
3  
A-501

DETAIL AT - C

SCALE : 1 : 10



**FIRST FLOOR PLAN**



1  
A-100

**GROUND FLOOR PLAN**

SCALE : 1 :50

