



University of Ruhuna
Wellamadama
Matara

July 18, 2022

The Manager

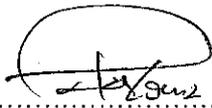
Invitation for Bids (IFB)

Contract: Supply, Delivery, Installation and Testing of Assay Kits and Glassware

IFB No - AHEAD/RA3/DOR15/RUH/BIOCHEM/ASSAY_KITS &_amp; GLASSWARE/2022/NS-131- II

The Chairman, Department Procurement Committee on behalf of the University of Ruhuna now invites sealed bid from you for **Supply, Delivery, Installation and Testing of Assay Kits and Glassware** indicated in the annexed bid document.

01. Bidding will be conducted through National Shopping method of procurement.
02. You may obtain further information if any from the **Deputy Director- Procurement (AHEAD Project)** Supplies Branch, University of Ruhuna, Wellamadama, Matara. (T.P 041- 2227027/ Fax No. 041 – 2227027)
03. Bids must be delivered by mail in sealed envelopes addressed to **Director/OTS, AHEAD Project-OTS Office, University of Ruhuna, Wellamadama, Matara** before **02.00 p.m. on July 25, 2022**. Late bids will be rejected.


18/07/2022

Deputy Director- Procurement
University of Ruhuna,
Wellamadama,
Matara.

Ms. D. V. L. Krishani
Deputy Director - Procurement
Operations Technical Secretariat
AHEAD Project
University of Ruhuna
Wellamadama, Matara



UNIVERSITY OF RUHUNA

**PROCUREMENT OF GOODS UNDER
NATIONAL SHOPPING PROCEDURES**

INVITATION FOR QUOTATIONS

FOR

Supply, Delivery, Installation and Testing of Assay Kits and Glassware

IFB No:

AHEAD/RA3/DOR15/RUH/BIOCHEM/ASSAY_KITS_&_GLASSWARE/2022/NS-131- II

Mrs. S. M. L. Ansham
Deputy Director - Procurement
Operations Technical Secretariat
AHEAD Unit
University of Ruhuna
Wellamadana, Matale.

Section I. Instructions to Vendors (ITV)

A: General	
1. Scope of Bid	1.1 The Purchaser named in the Data Sheet invites you to submit a quotation for the supply of Goods as specified in Section III Schedule of Requirements.
B: Contents of Documents	
2. Contents of Documents	<p>2.1 The documents consist of the Sections indicated below.</p> <ul style="list-style-type: none"> • Section I. Instructions to Vendors (ITV) • Section II. Data Sheet • Section III. Schedule of Requirements • Section IV. Technical Specifications & Compliance with Specifications with price schedule • Section V. Quotation submission Form(s)
C: Preparation of Quotation	
3. Documents Comprising your Quotation	<p>3.1 The Quotation shall comprise the following:</p> <ul style="list-style-type: none"> (a) Quotation Submission Form and the Price Schedules; (b) Technical Specifications & Compliance with Specifications
4. Quotation Submission Form and Price Schedules	<p>4.1 The vendor shall submit the Quotation Submission Form using the form furnished in Section V. This form must be completed without any alterations to its format, and no substitutes shall be accepted. All blank spaces shall be filled in with the information requested.</p> <p>4.2 Alternative offers shall not be considered. The vendors are advised not to quote different options for the same item but furnish the most competitive among the options available to the bidder.</p>
5. Prices and Discounts	<p>5.1 Unless specifically stated in Data Sheet, all items must be priced separately in the Price Schedules.</p> <p>5.2 The price to be quoted in the Quotation Submission Form shall be the total price of the Quotation, including any discounts offered.</p>

	<p>5.3 The applicable VAT shall be indicated separately.</p> <p>5.4 Prices quoted by the vendor shall be fixed during the vendor's performance of the Contract and not subject to variation on any account. A Quotation submitted with adjustable price shall be treated as nonresponsive and may be rejected.</p>
6. Currency	6.1 The vendors shall quote only in Sri Lanka Rupees.
7. Documents to Establish the Conformity of the Goods	<p>7.1 The vendor shall furnish as part of its quotation the documentary evidence that the Goods conform to the technical specifications and standards specified in Section IV, "Technical Specifications & Compliance with Specifications".</p> <p>7.2 The documentary evidence may be in the form of literature, drawings or data, and shall consist of a detailed item by item description of the essential technical and performance characteristics of the Goods, demonstrating substantial responsiveness of the Goods to the technical specifications, and if applicable, a statement of deviations and exceptions to the provisions of the Technical Specifications given.</p> <p>7.3 If stated in the Data Sheet the vendor shall submit a certificate from the manufacturer to demonstrate that it has been duly authorized by the manufacturer or producer of the Goods to supply these Goods in Sri Lanka.</p>
8. Period of Validity of quotation	8.1 Quotations shall remain valid for the period of sixty (60) days after the quotation submission deadline date.
9. Format and Signing of Quotation	9.1 The quotation shall be typed or written in indelible ink and shall be signed by a person duly authorized to sign on behalf of the vendor.
D: Submission and Opening of Quotation	
10. Submission of Quotation	<p>10.1 Vendors may submit their quotations by Registered post in sealed envelopes addressed to the Purchaser and bear the specific identification of the quotation number.</p> <p>10.2 If the quotation is not sealed and marked as required, the Purchaser will assume no responsibility for the misplacement or premature opening of the quotation.</p>
11. Deadline for Submission of Quotation	11.1 Quotation must be received by the Purchaser at the address set out in Section II, "Data Sheet", and not later than the date and time as specified in the Data Sheet.
12. Late Quotations	12.1 The Purchaser shall reject any quotation that arrives after the deadline for submission of quotations, in accordance with ITV Clause 11.1 above.

<p>13. Opening of Quotations</p>	<p>13.1 The Purchaser shall conduct the opening of quotation in public at the address, date and time specified in the Data Sheet.</p> <p>13.2 A representative of the bidders may be present and mark his attendance.</p>
<p>E: Evaluation and Comparison of Quotations</p>	
<p>14. Clarifications</p>	<p>14.1 To assist in the examination, evaluation and comparison of the quotations, the Purchaser may, at its discretion, ask any vendor for a clarification of his quotation. Any clarification submitted by a vendor in respect to his quotation which is not in response to a request by the Purchaser shall not be considered.</p> <p>14.2 The Purchaser's request for clarification and the response shall be in writing.</p>
<p>15. Responsiveness of Quotations</p>	<p>15.1 The Purchaser will determine the responsiveness of the quotation to the documents based on the contents of the quotation received.</p> <p>15.2 If a quotation is evaluated as not substantially responsive to the documents issued, it may be rejected by the Purchaser.</p>
<p>16. Evaluation of quotations</p>	<p>16.1 The Purchaser shall evaluate each quotation that has been determined, to be substantially responsive.</p> <p>16.2 To evaluate a quotation, the Purchaser may consider the following:</p> <ul style="list-style-type: none"> (a) the Price as quoted; (b) price adjustment for correction of arithmetical errors; (c) price adjustment due to discounts offered. <p>16.3 The Purchaser's evaluation of a quotation may require the consideration of other factors, in addition to the Price quoted if stated in Section II, Data Sheet. These factors may be related to the characteristics, performance, and terms and conditions of purchase of the Goods.</p>
<p>17. Purchaser's Right to Accept any Quotation, and to Reject any or all Quotations</p>	<p>17.1 The Purchaser reserves the right to accept or reject any quotation, and to annul the process and reject all quotations at any time prior to acceptance, without thereby incurring any liability to bidders.</p>

F: Award of Contract

18. Acceptance of the Quotation	18.1 The Purchaser will accept the quotation of the vendor whose offer has been determined to be the lowest evaluated bid and is substantially responsive to the documents issued.
19. Notification of acceptance	19.1 Prior to the expiration of the period of validity of quotation, the Purchaser will notify the successful vendor, in writing that his quotation has been accepted.

Ms. D. V. L. Mahipani
Deputy Director - Procurement
Operations Technical Secretariat
AIBAD Project
University Of Ruhuna
Wellamadama, Matara.

Section II: Data Sheet

ITV Clause Reference	
1.1	The Purchaser is: Vice Chancellor Address : University of Ruhuna, Wellamadama Matara.
5.1	If the bidder is allowed to quote for lesser number of items than the total number of items specified, indicate the details.
7.3	Manufacturer's Authorization is required.
11.1	Address for submission of quotations is Director/ OTS, AHEAD Project, University of Ruhuna, Wellamadama, Matara. Deadline for submission of quotations is at 2.00 p.m. on July 25, 2022
13	The Quotations shall be opened at the following address: AHEAD PROJECT, OTS-Office, University of Ruhuna, Wellamadama, Matara.
16	Other factors that will be considered for evaluation are (List and describe the methodology):
Additional Clause	
17. Payment	Full Payment shall be made within four weeks after receiving the invoice for each item supplied.
19. Liquidated Damages	The supplier should deliver the items within the delivery period stipulated in the schedule of requirements. The supplier should make payment to the purchaser for each week of delay in delivery, at the rate of 0.5% of the contract sum per each week of delay, up to a maximum of 10% of the contract sum.

Section III: Schedule of Requirements

Note:

1. Bidders a) May quote all items.
2. Evaluation will be based on: a) separately.

Item No.	Brief Description of the Goods	Specification and Requirements	Quantity	Delivery Period in Days from issue of Purchase Order	Delivery Date Offering by the Bidder
01	Glycogen Assay Kit	Annexure I	90 tests		
02	Interleukin-6 (IL-6) ELISA kit		90 tests		
03	Tumor necrosis factor-alpha (TNF- α) ELISA kit		90 tests		
04	1000 mL Erlenmeyer flasks		03		

Delivery Place: Department of Biochemistry, Faculty of Medicine, University of Ruhuna, Karapitiya, Galle

Ms. D. V. L. Krishani
Deputy Director - Procurement
Operations Technical Secretariat
APLAD Project
University Of Ruhuna
Wellamadama, Maluru.

Section V Quotation Submission Form

[The Vendor shall fill in this Form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions will be accepted.]

Date:

To:.....

[insert complete name of Purchaser]

We, the undersigned, declare that:

- (a) We have examined and have no reservations to the document issued;
- (b) We offer to supply in conformity with the documents issued and in accordance with the Delivery Schedules specified in the Schedule of Requirements, the following Goods [insert a brief description of the Goods];
- (c) The total price of our quotation including any discounts offered is: [insert the total quoted price in words and in figures];
- (d) Our quotation shall be valid for the period of time specified in ITV Sub-Clause 8.1, from the date fixed for the quotation submission deadline in accordance with ITV Sub-Clause 11.1, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- (e) We understand that this quotation, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us.
- (f) We understand that you are not bound to accept the lowest evaluated quotation or any other quotation that you may receive.

Signed:.....

[insert signature of Person whose name and capacity are shown]

Name:

[insert complete name of person signing the Bid Submission Form]

Dated:

PRICE SCHEDULE - IV

Contract: Supply, Delivery, Installation and Testing of Assay Kits
 IFB No - AHEAD/RA3/DOR15/RUH/BIOCHEM/ASSAY_KIT /2021/NS-131

Item No.	Description	Qty.	Unit Rate. (Without VAT) (Rs. & Cents)	VAT (Rs. & Cents)	Total Amount (With VAT) (Rs. & Cents)
01	Glycogen Assay Kit	90 tests			
02	Interleukin-6 (IL-6) ELISA kit	90 tests			
03	Tumor necrosis factor-alpha (TNF-α) ELISA kit	90 tests			
04	1000 mL Erlenmeyer flasks	03			

We agree to supply and delivery the above goods in accordance with the technical specifications for a total contract price of Rupees..... (amount in figures) (amount in words) within the period specified in the Invitation for Quotations.

We also confirm that the warrantee/ guarantee specified shall apply to the offered goods.

.....
 Signature of the Bidder

.....
 Name of the Bidder

.....
 Date

Mr. D. V. L. Kishan
 Deputy Director, Government
 Operations Technical Secretariat
 AHEAD Project
 University of Galunna
 Wellamedana, Matara.

Specifications for assay kits and glassware

Supply and delivery should be considered

Assay kit	Specifications	Bidders Compliance	
		Yes/No	If "No" indicate your offer
Glycogen Assay Kit	Sufficient for 90 tests.		
	Technique of measurement: Colourimetry/spectrophotometry		
	Standard vial should be provided		
	Price for the original available pack size should be provided		
	Sample type that can be used should be mentioned (eg: serum, plasma, tissue homogenates etc.)		
	Expiry date should be mentioned		
Interleukin-6 (IL-6) ELISA kit	A leaflet containing assay protocol and relevant details should be included		
	Sufficient for 180 tests		
	Technique: ELISA		
	Standard vial should be provided		
	Price for the original available pack size should be provided		
	Sample type that can be used should be mentioned (eg: serum, plasma, tissue homogenates etc.)		
Tumor necrosis factor-alpha (TNF- α) ELISA kit	Expiry date should be mentioned		
	A leaflet containing assay protocol and relevant details should be included		
	Sufficient for 180 tests		
	Technique: ELISA		
	Standard vial should be provided		
	Price for the original available pack size should be provided		
1000 mL Erlenmeyer flasks	Sample type that can be used should be mentioned (eg: serum, plasma, tissue homogenates etc.)		
	Expiry date should be mentioned		
	A leaflet containing assay protocol and relevant details should be included		
	Capacity- 1000 mL, Narrow necked, borosilicate glass 3.3, White Graduated		
	Quantity - 3		

Ms. D. V. L. Krishnam
Deputy Director - Procurement
Operations and Administrative Secretariat
AHEAD Project
University of Andhra Pradesh
Waltair, Visakhapatnam, Andhra Pradesh.