



University of Ruhuna
Wellamadama
Matara

August 8, 2022

The Manager

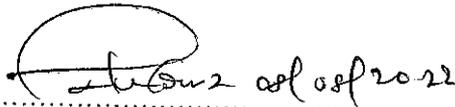
Invitation for Bids (IFB)

Contract: Supply and Delivery of Chemicals for Department of Botany, Faculty of Science, University of Ruhuna

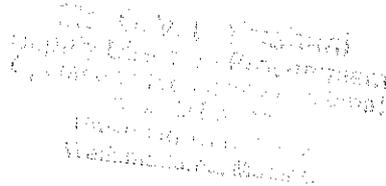
IFB No - AHEAD/RA3/DOR10/RUH/BOTANY/CHEMICALS/2022/NS-207

The Chairman, Department Procurement Committee on behalf of the University of Ruhuna now invites sealed bid from you for **Supply and Delivery of Chemicals** 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 August 22, 2022**. Late bids will be rejected.



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


The Deputy Director
Supply and Procurement
Department of Botany
Faculty of Science
University of Ruhuna
Wellamadama, Matara



UNIVERSITY OF RUHUNA
MINISTRY OF EDUCATION

INVITATION FOR QUOTATIONS
FOR

Supply and Delivery of Chemicals for Department of Botany,
Faculty of Science, University of Ruhuna

IFB No: AHEAD/RA3/DOR10/RUH/BOTANY/CHEMICALS/2022/NS-207

Ms. D. M. L. Wickramaratne
Department of Botany
Faculty of Science, University of Ruhuna
Ruhuna, Sri Lanka
Tel: 091 252 2211
Email: d.m.l.wickramaratne@ruhuna.lk

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.
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13. Opening of Quotations	<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>
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E: Evaluation and Comparison of Quotations

14. Clarifications	<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>
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15. Responsiveness of Quotations	<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>
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16. Evaluation of quotations	<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: (a) the Price as quoted; (b) price adjustment for correction of arithmetical errors; (c) price adjustment due to discounts offered.</p> <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>
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<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>
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<p align="center">F: Award of Contract</p>	
<p>18. Acceptance of the Quotation</p>	<p>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.</p>
<p>19. Notification of acceptance</p>	<p>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.</p>
<p>20. Signing of Contract</p>	<p>20.1 Within (14) days after notification, the Purchaser shall complete the Agreement, and in form the successful Bidder have to sign it. 20.2 Within fourteen (14) days of receipt of such information, the successful Bidder shall sign the Agreement.</p>
<p>21. Performance Security.</p>	<p>21.1 Within fourteen (14) days of the receipt of notification of award from the Purchaser, the successful Bidder is required furnish the Performance Security in accordance with the CC, using for that purpose the Performance Security Form included in Section VII contract forms, The Employer shall promptly notify the name of the winning Bidder to each unsuccessful Bidder and discharge the Bid Security of the unsuccessful bidders. 21.2 Failure of the successful Bidder to submit the above mentioned Performance Security or sign the contract shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid Security or execution of the Bid-Securing Declaration. In that event the Purchaser may award the Contract to the next lowest evaluated Bidder, whose offer is substantially responsive and is determined by the purchaser to be qualified to perform the contract satisfactorily.</p>

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 August 22, 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	Payment shall be made within eight weeks after receiving the invoice and other required documents to the Office for each item supplied.
21. Performance Security	If required, the supplier should forward performance security of 10% of the total contract price. This should be issued in favour of the Vice Chancellor, University of Ruhuna, valid for a one year period from the date of acceptance of the order.

UNIVERSITY OF RUHUNA
 OFFICE OF THE VICE CHANCELLOR
 WELLAMADAMA MATARA
 SRI LANKA

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	Pack Size	Quantity	Specification and Requirements	Delivery Period	Bidder's offered Delivery Date
1	Agarose	100 g	1	Annexure I	2 Weeks	
2	DNA stain (Non carcinogenic) with solvent	1 ml	2			
3	First-strand DNA (cDNA) synthesis kit	100 rxn	1			
4	100 bp DNA ladder	1 mL	1			
5	Lysozyme enzyme solution (50-100)	1 mL	5			
6	Proteinase K	100 mg	1			
7	Nutrient agar	500 g	4			
8	Nutrient broth	500 g	4			
9	Starch-casein agar	500 g	2			
10	Starch-casein broth	500 g	2			
11	Endo-agar	500 g	1			
12	Sodium chloride	500 g	1			
13	Dipotassium hydrogen phosphate	500 g	1			
14	Potassium dihydrogen phosphate	500 g	1			
15	Calcium chloride	500 g	1			
16	Sodium hydroxide	500 g	1			

17	Trizol reagent	100 mL	1		
18	Cetyltrimethyl ammonium bromide (CTAB)	100 g	1		
19	10 ppm Nitrate-N standard solution	500 mL	1		
20	100 ppm Nitrate N standard solution	500 mL	1		
21	10 ppm Ammonium-N standard solution	500 mL	1		
22	100 ppm Ammonium-N standard solution	500 mL	1		
23	H19828 Quick calibration solution	500 mL	2	Annexure I	2 Weeks
24	Phosphate LR testing tablets No.1	300/pk	1		
25	Phosphate LR testing tablets No.2	300/pk	1		
26	Ethyl cellulose	500 g	1		
27	Rhodamine WT solution 125mg/L	500 mL	1		
28	Microcystin-LR standard solution	1 mL	2		
29	Cylindrospermopsin standard solution	1 mL	1		

Place of Delivery: Department of Botany, Faculty of Science, University of Ruhuna, Wellamadama, Matara.

UNIVERSITY OF RUHUNA
 DEPARTMENT OF BOTANY
 FACULTY OF SCIENCE
 WELLAMADAMA, MATARA

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:

No. 01/17/2000
Date: 12/17/2000
Office: [unclear]
[unclear]
[unclear]

13	Dipotassium hydrogen phosphate	500 g	1			
14	Potassium dihydrogen phosphate	500 g	1			
15	Calcium chloride	500 g	1			
16	Sodium hydroxide	500 g	1			
17	Trizol reagent	100 mL	1			
18	Cetyltrimethyl ammonium bromide (CTAB)	100 g	1			
19	10 ppm Nitrate-N standard solution	500 mL	1			
20	100 ppm Nitrate N standard solution	500 mL	1			
21	10 ppm Ammonium-N standard solution	500 mL	1			
22	100 ppm Ammonium-N standard solution	500 mL	1			
23	H19828 Quick calibration solution	500 mL	2			
24	Phosphate LR testing tablets No.1	300/pk	1			
25	Phosphate LR testing tablets No.2	300/pk	1			
26	Ethyl cellulose	500 g	1			
27	Rhodamine WT solution 125mg/L	500 mL	1			
28	Microcystin-LR standard solution	1 mL	2			

1. 100 mg of each chemical should be weighed and dissolved in 100 mL of distilled water.
 2. The solutions should be stored in a cool, dark place until used.
 3. The solutions should be used within 30 days of preparation.
 4. The solutions should be discarded after use.
 5. The solutions should be disposed of according to local regulations.

29	Cylindrospermopsin standard solution	1 mL	1		
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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

.....

Specifications for Laboratory Chemicals

- Supplier should attach **Manufacture authorization letter** issued by chemical manufacture.
- All chemicals should carry Batch no, lot no and expiry date and be able to trace independently by the user. Relevant Material **safety data sheets (MSDS) and Certificate of Analysis (COA)** should be supplied on demand with the goods.
- Local agent should have system of make sure the **proper environment conditions** throughout the process from import to deliver the chemicals to end-user. Please provide the Details of the storage facility with address of the stores.
- The bidder shall furnish documentary evidence to prove Average profitability of Last 3 years should not be less than quoted chemical value. Bidder shall provide the audited financial report approved by professional Audited firm.

Item No.	Name of the chemical	Features	Package size	Quantity	Bidders Compliance		Availability in stock	Delivery period in "days" from placement of PO
					Yes/No	If "No" indicate your offer		
1	Agarose	Molecular grade	100 g	1				
2	DNA stain (Non carcinogenic) with solvent	Type: Loading dye	1 ml	2				
		Excitation: both at UV and blue light						
3	First-strand DNA (cDNA) synthesis kit	Enzyme: AMV reverse transcriptase or Superscript II or III	100 rxn	1				
		Sample type: total RNA, mRNA						
4	100 bp DNA ladder	Presence of 2-3 reference bands	1 mL	1				
		Incorporated tracking and loading dye						

		Stable at room temperature					
5	Lysozyme enzyme solution (50-100 mg/mL)	Liquid Suitable for cell lysis Suitable for DNA and protein extraction	1 mL	5			
6	Proteinase K	Powder form Suitable for cell lysis Suitable for DNA and protein extraction	100 mg	1			
7	Nutrient agar	Suitable for microbiological use	500 g	4			
8	Nutrient broth	Powder form Suitable for microbiological use	500 g	4			
9	Starch-casein agar	Suitable for microbiological use	500 g	2			
10	Starch-casein broth	Powder form Suitable for microbiological use	500 g	2			
11	Endo-agar	Suitable for microbiological use	500 g	1			
12	Sodium chloride	Powder form	500 g	1			
13	Dipotassium hydrogen phosphate	Powder form	500 g	1			
14	Potassium dihydrogen phosphate	Powder form	500 g	1			
15	Calcium chloride	Powder form	500 g	1			
16	Sodium hydroxide	Powder/pellet form	500 g	1			
17	Trizol reagent	Molecular grade	100 mL	1			
18	Cetyltrimethyl ammonium bromide (CTAB)	Molecular grade	100 g	1			
	10 ppm Nitrate-N standard solution	Suitable for the calibration of	500 mL	1			

Date: _____
 Signature: _____

19		nitrate-N ion-selective electrode (ISE) probe						
		Expiration of 5 years or beyond from the date of manufacture						
20	100 ppm Nitrate N standard solution	Suitable for the calibration of nitrate-N ion-selective electrode (ISE) probe	500 mL	1				
		Expiration of 5 years or beyond from the date of manufacture						
21	10 ppm Ammonium-N standard solution	Suitable for the calibration of Ammonium-N ion-selective electrode (ISE) probe	500 mL	1				
		Expiration of 5 years or beyond from the date of manufacture						
22	100 ppm Ammonium-N standard solution	Suitable for the calibration of Ammonium-N ion-selective electrode (ISE) probe	500 mL	1				
		Expiration of 5 years or beyond from the date of manufacture						
23	HI9828 Quick calibration solution	Made for HANNA HI9828 multiparameter sensors	500 mL	2				
		Expiration of 5 years or beyond from						

		the date of manufacture						
24	Phosphate LR testing tablets No.1	Suitable for YSI 9500 photometer	300/pk	1				
25	Phosphate LR testing tablets No.2	Suitable for YSI 9500 photometer	300/pk	1				
26	Ethyl cellulose	Food grade	500 g	1				
27	Rhodamine WT solution 125mg/L	Dissolved in water	500 mL	1				
		Suitable for the calibration of ProDSS Total Algae Sensors						
28	Microcystin-LR standard solution	HPLC grade	1 mL	2				
		10 µg/mL in methanol						
		Minimum of 2 years shelf life upon delivery						
29	Cylindrospermopsin standard solution	HPLC grade	1 mL	1				
		10 µg/mL in water						
		Minimum of 2 years shelf life upon delivery						

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