



**UNIVERSITY OF RUHUNA**  
**WELLAMADAMA, MATARA**

**PROCUREMENT OF GOODS UNDER**  
**NATIONAL SHOPPING PROCEDURES**

**INVITATION FOR QUOTATIONS**  
**FOR PROCUREMENT OF**

**Supply, Delivering, Installation, Commissioning, Testing and Maintenance of**  
**Laboratory Equipment for Threelanka Project, Faculty of Engineering,**  
**University of Ruhuna, Hapugala,**  
**Galle.**

**RUH/ENG/F/C/Q/2023/04**

**28<sup>th</sup> June 2023**

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## Section I. Instructions to Vendors (ITV)

<b>A: General</b>	
<b>1. Scope of Bid</b>	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>B: Contents of Documents</b>	
<b>2. Contents of Documents</b>	<p>2.1 The documents consist of the Sections indicated below.</p> <ul style="list-style-type: none"> <li>• Section I. Instructions to Vendors (ITV)</li> <li>• Section II. Data Sheet</li> <li>• Section III. Schedule of Requirements</li> <li>• Section IV. Technical Specifications &amp; Compliance with Specifications</li> <li>• Section V. Quotation submission Form(s)</li> </ul>
<b>C: Preparation of Quotation</b>	
<b>3. Documents Comprising your Quotation</b>	<p>3.1 The Quotation shall comprise the following:</p> <ul style="list-style-type: none"> <li>(a) Quotation Submission Form and the Price Schedules;</li> <li>(b) Technical Specifications &amp; Compliance with Specifications</li> </ul>
<b>4. Quotation Submission Form and Price Schedules</b>	<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 <b>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. Options shall not be considered.</b></p>
<b>5. Prices and Discounts</b>	<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 and NBT Shall not be paid by the University .</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 an adjustable price shall be treated as non-responsive and may be rejected.</p>

<b>6. Currency</b>	6.1 The vendors shall quote only in Sri Lanka Rupees.
<b>7. Documents to Establish the Conformity of the Goods</b>	<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 &amp; 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>
<b>8. Period of Validity of quotation</b>	8.1 Quotations shall remain valid for the period of sixty (60) days after the quotation submission deadline date.
<b>9. Format and Signing of Quotation</b>	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.
<b>10. Site visit</b>	
<b>D: Submission and Opening of Quotation</b>	
<b>11. Submission of Quotation</b>	<p>11.1 Vendors may submit their quotations by mail or by hand in sealed envelopes addressed to the Purchaser and bear the specific identification of the quotation number.</p> <p>11.2 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>
<b>12. Deadline for Submission of Quotation</b>	12.1 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.
<b>13. Late Quotations</b>	13.1 The Purchaser shall reject any quotation that arrives after the deadline for submission of quotations, in accordance with ITV Clause 11.1 above.
<b>14. Opening of Quotations</b>	<p>14.1 The Purchaser shall conduct the opening of quotation in public at the address, date and time specified in the Data Sheet.</p> <p>14.2 A representative of the bidders may be present and mark his attendance.</p>

<b>E: Evaluation and Comparison of Quotations</b>	
<b>15. Clarifications</b>	<p>15.1 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>15.2 The Purchaser's request for clarification and the response shall be in writing.</p>
<b>16. Responsiveness of Quotations</b>	<p>16.1 The Purchaser will determine the responsiveness of the quotation to the documents based on the contents of the quotation received.</p> <p>16.2 If a quotation is evaluated as not substantially responsive to the documents issued, it may be rejected by the Purchaser.</p>
<b>17. Evaluation of quotations</b>	<p>17.1 The Purchaser shall evaluate each quotation that has been determined, to be substantially responsive.</p> <p>17.2 To evaluate a quotation, the Purchaser may consider the following:</p> <ul style="list-style-type: none"> <li>(a) the Price as quoted;</li> <li>(b) price adjustment for correction of arithmetical errors;</li> <li>(c) price adjustment due to discounts offered.</li> </ul> <p>17.3 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>
<b>18. Purchaser's Right to Accept any Quotation, and to Reject any or all Quotations</b>	<p>18.1 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**

<b>19. Acceptance of the Quotation</b>	19.1 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.
<b>20. Notification of acceptance</b>	20.1 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.
<b>21. Performance security</b>	21.1 Amount of performance security required is 10% of the Initial Contract Price and form acceptable is unconditional guarantee or bond given in the Standard Form of Performance Security valid for a period of 28 days beyond the warrantee period from the date of award of contract.
<b>22. Payment</b>	22.1 Payment shall be made within one month after receiving the invoice for system supplied, installed, commissioned, tested and certified
<b>23. Liquidated Damages</b>	23.1 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 II: Data Sheet

ITV Clause Reference	
1.1	The Purchaser is : <b>Vice Chancellor, University of Ruhuna</b> Address: <b>University of Ruhuna, Wellamadama, Matara</b>
5.1	If the bidder is allowed to quote for lesser number of items than the total number of items specified, indicate the details: Bidders are allowed to quote for any item or all the items
7.3	Manufacturer's Authorization is required.
11.1	Address for submission of Quotations is " <b>RUH/ENG/F/C/Q/2023/04</b> " marked on the top left-hand corner of the envelope and addressed to <b>Assistant Bursar, Faculty of Engineering, University of Ruhuna, Hapugala, Galle.</b>  Deadline for submission of quotations is on or before <b>10.00 a.m. on 12<sup>th</sup> July 2023</b>
13	The quotations shall be opened at the following address: <b>AB Office, Faculty of Engineering, University of Ruhuna, Hapugala, Galle.</b>
16	Other factors that will be considered for evaluation are (List and describe the Methodology): Should satisfy the given requirements

## Section III: Schedule of Requirements

- Note:** I. Bidders may be quoted for any item or all items  
 Evaluation will be done separately for each item based on the price of individual item  
 All items should be delivered within 4 weeks after placing the order. No time extension will be considered.  
 NBT shall not be paid by the university

Item No.	Brief Description of the Goods	Specifications	Quantity	Delivery Period in Days from issue of Purchase Order	Place of Delivery & installation	Installation and warranty Requirements if any
1.	Clamp Meter	<b>Please refer Section IV</b>	1	4 weeks	Faculty of Engineering, Hapugala, Galle	Please Specify
2.	Degaussing Apparatus	<b>Please refer Section IV</b>	1	4 weeks	Faculty of Engineering, Hapugala, Galle	Please Specify
3.	Digital Anemometer	<b>Please refer Section IV</b>	1	4 weeks	Faculty of Engineering, Hapugala, Galle	Please Specify
4.	Digital Tachometer	<b>Please refer Section IV</b>	1	4 weeks	Faculty of Engineering, Hapugala, Galle	Please Specify
5.	Battery Tester	<b>Please refer Section IV</b>	1	4 weeks	Faculty of Engineering, Hapugala, Galle	Please Specify
6.	Vertical Axis Wind Turbine Kit	<b>Please refer Section IV</b>	1	4 weeks	Faculty of Engineering, Hapugala, Galle	Please Specify
7.	Digital Multimeter	<b>Please refer Section IV</b>	2	4 weeks	Faculty of Engineering, Hapugala, Galle	Please Specify
8.	Digital Power Supply	<b>Please refer Section IV</b>	2	4 weeks	Faculty of Engineering, Hapugala, Galle	Please Specify
9.	Power and Energy Meter	<b>Please refer Section IV</b>	2	4 weeks	Faculty of Engineering, Hapugala, Galle	Please Specify
10.	Smart Socket	<b>Please refer Section IV</b>	2	4 weeks	Faculty of Engineering, Hapugala, Galle	Please Specify
11.	Digital Earth Resistance Tester	<b>Please refer Section IV</b>	2	4 weeks	Faculty of Engineering, Hapugala, Galle	Please Specify
12.	IR Thermometer	<b>Please refer Section IV</b>	1	4 weeks	Faculty of Engineering, Hapugala, Galle	Please Specify

# **Section IV: Technical Specification & Compliance**

**Supply, Delivering, Installation, Commissioning, Testing and Maintenance of Laboratory Equipment for the Threelanka Project, Faculty of Engineering, University of Ruhuna, Hapugala, Galle.**

Specification: **Clamp Meter DC and AC (1 No.)**

Feature	Required Specification	Bidders Compliance		If not, Bidder's offer
		Yes	No	
Make	(Specify)			
Model	(Specify)			
Country of Origin	(Specify)			
Country of Manufacture	(Specify)			
Instrument type	Digital TRMS clamp meter			
Display resolution/count	6000 counts or better.			
AC Current measurement (Non-contact)	600 mA/6 A/60 A ranges or better Accuracy @ 50Hz: ±1.5%+10 or better @ 600mA ±2.5%+5 or better @ other ranges			
DC Current measurement (Non-contact)	6 A/60 A ranges or better Accuracy: ±2 %+5 or better			
DC voltage measurement	600mV/6V/60V/600V ranges or better Accuracy: ±0.7 %+5 or better			
AC Voltage measurement	6V/60V/600V ranges or better Accuracy: ±1 %+4 or better			
Resistance measurement	Ranges: 600 Ω up to 6 MΩ or better Accuracy: ±1.2 %+3 or better			
Capacitance measurement	Up to 62 mF or better			
Frequency measurement	Range 10Hz to 60kHz Accuracy: ±0.1%+4 or better			
Diode test	Available			
Continuity buzzer	Available			
Non-contact voltage detection	Available			
Auto-ranging	Available			
LCD with Backlight	Available			
Variable frequency AC current and voltage measurement	Available			
Data Hold	Available			
Zero mode	Available			
Warranty	1 Year			

Specification: **Degaussing Apparatus (1 No.)**

Feature	Required Specification	Bidders Compliance		If not, Bidder's offer
		Yes	No	
Country of Origin	(Specify)			
Country of Manufacture	(Specify)			
Operating voltage	220V/ 50Hz (Suitable for Sri Lanka)			
Continuous operating time	30 seconds or more			
Operation	Single button			
Operation indicator	Available			
Warranty	1 year			

Specification: **Digital Anemometer (1 No.)**

Feature	Required Specification	Bidders Compliance		If Bidder's offer not,
		Yes	No	
Make	(Specify)			
Model	(Specify)			
Country of Origin	(Specify)			
Country of Manufacture	(Specify)			
Form-factor	Handheld			
Wind speed range	0.3 to 30 m/s or better Accuracy $\pm 5\%$ or better			
Wind temperature measurement	-10°C to +45°C or better Accuracy $\pm 2\%$ or better			
Relative humidity measurement	5-95% or better			
Barometric Pressure measurement	Available			
Display	Digital LCD with Backlight			
Max/Min/Avg functions	Available			
Manual /Auto power off	Available			
Warranty	1 year			

Specification: **Digital Tachometer (1 No.)**

Feature	Required Specification	Bidders Compliance		If not, Bidder's offer
		Yes	No	
Make	(Specify)			
Model	(Specify)			
Country of Origin	(Specify)			
Country of Manufacture	(Specify)			
Type	Contact and contactless measurement			
Contactless measurement of RPM	Range: 2.5~99999rpm Resolution: 0.1rpm for measurements below 999rpm, 1rpm for other measurements			
Contact measurement of RPM	Range 0.5 to 19999rpm Resolution: 0.1rpm for measurements below 999rpm, 1rpm for other measurements			
Contact Surface Speed measurement	0.05 to 1999 m/min Resolution: 0.01m/min for measurements below 99m/min, 0.1m/min for other measurements			
Measurement accuracy	±0.05%+1 or better			
Range selection	Automatic			
Contactless measurement distance	Approximately 50mm to 500mm			
Device weight without batteries	Below 500g			
Power	Standard Battery powered			
Warranty	1 year			

Specification: **Battery tester (1 No.)**

Feature	Required Specification	Bidders Compliance		If Bidder's offer not
		Yes	No	
Make	(Specify)			
Model	(Specify)			
Country of Origin	(Specify)			
Country of Manufacture	(Specify)			
Test parameters	Internal impedance/resistance Voltage			
Resistance measurement range	0.001mΩ ~ 200Ω			
Voltage measurement range	0.001V ~ ±100VDC			
Signal source	Frequency: AC 1kHz Maximum current 50mA			
Range selection	Auto and manual			
Test rate	5Hz			
Calibration	Individual and decoupled range calibration capability.			
Display	LCD			
Power	Built-in rechargeable			
Data acquisition and recording	Must include computer connectivity via USB or Serial port and must come with computer software for Windows OS.			
Measurement battery capacity	0 to 10000Ah or better			
Probe type	4 wire			
Warranty	1 year			

Specification: Vertical Axis Wind Turbine kit (1 No.)

Feature	Required Specification	Bidders Compliance		If not, Bidder's offer
		Yes	No	
Make	(Specify)			
Model	(Specify)			
Country of Origin	(Specify)			
Country of Manufacture	(Specify)			
Type	Vertical axis wind turbine kit with MPPT charge controller.			
Rated power	Within the range of 500W to 800W			
Starting wind speed	1.3 m/s or lower			
Rated wind speed	Approximately 10 m/s			
Safe wind speed	40 m/s or higher			
Rated system voltage	24 V			
Blade rotor diameter	Approximately 0.6m			
Blade height	Approximately 0.8m			
Wind turbine unit weight	Approximately 20kg			
Generator type	Three-phase permanent magnet			
Number of blades	Three preferred.			
Charge controller type	MPPT			
Charge controller voltage	24V			
Inverter type	Off-grid			
Inverter rated power	1000W			
Inverter voltage	24V/230V			
Output waveform	Pure sine wave			
Inverter protection	Overload, under voltage.			
Warranty	1 year			

Specification: **Digital multimeter (2 No.)**

Feature	Required Specification	Bidders Compliance		If not, Bidder's offer
		Yes	No	
Make	(Specify)			
Model	(Specify)			
Country of Origin	(Specify)			
Country of Manufacture	(Specify)			
Instrument type	Digital TRMS digital multimeter, Handheld			
Display resolution/count	50000 counts or better.			
AC Current measurement (Non-contact)	Up to 10A Accuracy @ 50Hz: ±0.6%+20 or better @ 600mA ±1.0%+20 or better @ 10A			
DC Current measurement (Non-contact)	Up to 10A Accuracy: ±0.5%+10 or better			
DC voltage measurement	60mV/600mV/6V/60V/600V ranges or better  Accuracy: ±0.03 %+5 or better			
AC Voltage measurement	60mV/600mV/6V/60V/600V ranges or better  Accuracy @ 50Hz: ±0.03%+30 or better at 600V range Accuracy @ 5kHz: ±1.5%+40 or better at 600V range			
Resistance measurement	Ranges: 600 Ω up to 6 MΩ or better Accuracy: ±0.06%+3 or better at 500 kΩ			
Capacitance measurement	Up to 60 mF or better Accuracy: ±2%+6 or better at 100 μF			
Conductance measurement	Up to 60 nS or better Accuracy: ±2%+10			
Frequency measurement	Range 10Hz to 6MHz or better Accuracy: ±0.01%+6 or better at 100kHz			
Safety	CAT IV 600V rated			
Duty Cycle measurement	Available			
AC+DC voltage measurement	Available			
Pulse width measurement	Available			
Diode test	Available			
Continuity buzzer	Available			
Auto-ranging	Available			
LCD with Backlight	Available			
Warranty	1 Year			

Specification: **Digital Power supply (2 No.)**

Feature	Required Specification	Bidders Compliance		If not, Bidder's offer
		Yes	No	
Make	(Specify)			
Model	(Specify)			
Country of Origin	(Specify)			
Country of Manufacture	(Specify)			
Instrument type	Digital programmable laboratory DC power supply.			
Input voltage	Single phase AC 230V/50Hz (Suitable to Sri Lanka)			
Rated Power	300W or higher			
Maximum O/P DCV	60V or higher			
Maximum O/P DCA	10A or higher			
Number of O/P channels	1 or higher			
communication port	USB or RS232			
Computer software	Must be windows 10 compatible and must include with power supply unit.			
Display	LCD or LED Must display current and voltage			
Current setting resolution	0.01A or better			
Voltage setting resolution	0.01V or better			
Constant voltage mode load regulation	±0.1%+3 digits or better			
Constant voltage mode load regulation	±0.1%+3 digits or better			
Warranty	1 Year			

Specification: **Power and Energy meter (2 No.)**

Feature	Required Specification	Bidders Compliance		If Bidder's offer not,
		Yes	No	
Country of Origin	(Specify)			
Country of Manufacture	(Specify)			
Instrument type	Handheld, Pass through power and energy measurement.			
Display	LCD or LED Ability to display voltage, current, power, energy, power factor, and frequency			
Typical operating range	Voltage: 200V-250V or better Current: 10A or higher Frequency: 50Hz Single phase			
Current measurement	0 to 10A or better			
Energy measurement	0 to 1MWh or better			
Power measurement	0 to 2500W or better			
Power Input and output	Via type G plug and socket			
Warranty	1 Year			

Specification: **Smart socket (2 Nos.)**

Feature	Required Specification	Bidders Compliance		If Bidder's offer not,
		Yes	No	
Country of Origin	(Specify)			
Country of Manufacture	(Specify)			
Instrument type	Plugin, Pass through power and energy measurement capable smart socket			
Typical operating range	Voltage: 90-250V or better Current: 16A or higher Frequency: 50Hz Single phase			
Wi-Fi connectivity	2.4Ghz 802.11 b/g/n or better			
Measurement parameters via App	Voltage, Current, Power and Energy			
App support	Android Must be Free and available in play store			
Warranty	1 Year			

Specification: **Digital Earth resistance tester (2 Nos.)**

Feature	Required Specification	Bidders Compliance		If not, Bidder's offer
		Yes	No	
Make	(Specify)			
Model	(Specify)			
Country of Origin	(Specify)			
Country of Manufacture	(Specify)			
Instrument type	Handheld			
Display count	2000			
Insulation resistance ( $\Omega$ )	Capable of measurement 5 G $\Omega$ or better at test voltage of 1000V Accuracy 5%+5			
Test Voltages	100V/250V/500V/1000V			
Typical load current	Approximately 1 mA			
Short circuit current	Less than 2 mA			
Ac voltage measurement	30V~750V Accuracy: $\pm 2\%+5$			
Primary Display	LCD with back light Must display test voltage and resistance result			
Buzzer	Available			
Warranty	1 Year			

Specification: IR Thermometer (1 No.)

Feature	Required Specification	Bidders Compliance		If Bidder's offer not
		Yes	No	
Make	(Specify)			
Model	(Specify)			
Country of Origin	(Specify)			
Country of Manufacture	(Specify)			
Instrument type	Handheld IR thermometer			
Measurement type	None contact IR and K type thermo couple			
Measurement Temperature range	-50 to +700 °C			
Measurement Accuracy	±1.5%+2 °C at the range of 0 to 500 °C or better			
Measurement resolution	0.1 °C			
Emissivity	Must be adjustable in range of 0.1 to 1.0			
Display	LED or LCD			
Response time	Less than 1 s			
Automatic shutdown	Available			
Included probe	K type thermocouple probe			
Warranty	1 Year			

# 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: The Vice- Chancellor,  
University of Ruhuna,  
Wellamadama,  
Matara.

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 – Supply, Delivery, Installation, Testing, Commissioning and Maintenance of Laboratory Equipment for the Threelanka Project, Faculty of Engineering, University of Ruhuna, Hapugala, Galle.
- (c) The total price of our quotation including any discounts offered is: [insert the total quoted price in words and in figures];.....  
.....  
(Excluding VAT)
- (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]

Company Seal.....

Dated:.....

## PRICE SCHEDULE

Item. No.	Description	Qty.	Unit Rate. (Rs. & Cts) Without VAT	Total Amount (Rs. & Cts.) Without VAT	VAT (Rs. & Cts)
1.	Clamp Meter	1			
2.	Degaussing Apparatus	1			
3.	Digital Anemometer	1			
4.	Digital Tachometer	1			
5.	Battery Tester	1			
6.	Vertical Axis Wind Turbine Kit	1			
7.	Digital Multimeter	2			
8.	Digital Power Supply	2			
9.	Power and Energy Meter	2			
10.	Smart Socket	2			
11.	Digital Earth Resistance Tester	2			
12.	IR Thermometer	1			
<b>Total</b>					

Total amount for the separate items excluding VAT (Column 1-12) in words:

Item 01. ....

Item 02. ....

- Item 03. ....
- Item 04. ....
- Item 05. ....
- Item 06. ....
- Item 07. ....
- Item 08. ....
- Item 09. ....
- Item 10. ....
- Item 11. ....
- Item 12. ....

**Note: In case of discrepancy between unit price and total, the unit price shall prevail.**

We agree to supply and maintenance the above goods in accordance with the technical specifications for a total contract price of Rupees  
..... (amount in figures)

[ ..... (amount in words) ] **(for Items No. 01 - 12)** within the period specified in the Invitation for Quotations.

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

.....

**Signature of the Bidder**

.....

**Name of the Bidder and official seal**

.....

**Date**

**Telephone No:** .....

**Mobile No (if available) :**.....

**Fax:** .....

# Manufacturer's Authorization

[If requested under ITV clause 7.3, the Bidder shall require the Manufacturer to fill in this Form in accordance with the instructions indicated.]

Date:

## WHEREAS

We [insert complete name of Manufacturer], who are official manufacturers of [insert type of goods manufactured], having factories at [insert full address of Manufacturer's factories], do hereby authorize [insert complete name of Bidder] to submit a quotation the purpose of which is to provide the following Goods, manufactured by us [insert name and or brief description of the Goods], and to subsequently negotiate and supply the goods.

We hereby extend our full guarantee and warranty with respect to the Goods offered by the above firm.

Signed: [insert signature(s) of authorized representative(s) of the Manufacturer]

Name: [insert complete name(s) of authorized representative(s) of the Manufacturer]

Title: [insert title]

Duly authorized to sign this Authorization on behalf of: [insert complete name of Bidder]

Dated on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ [insert date of signing]

# Contract Agreement

THIS CONTRACT AGREEMENT is made

the [ insert: number ] day of [ insert: month ], [ insert: year ].

BETWEEN

(1) [ insert complete name of Purchaser ], a [ insert description of type of legal entity, for example, an agency of the Ministry of ..... or corporation and having its principal place of business at [ insert address of Purchaser ] (hereinafter called “the Purchaser”), and

(2) [ insert name of Supplier ], a corporation incorporated under the laws of [ insert: country of Supplier ] and having its principal place of business at [ insert: address of Supplier ] (hereinafter called “the Supplier”).

WHEREAS the Purchaser invited bids for certain Goods and ancillary services, viz., [insert brief description of Goods and Services] and has accepted a Bid by the Supplier for the supply of those Goods and Services in the sum of [insert Contract Price in words and figures, expressed in the Contract currency (ies)] (hereinafter called “the Contract Price”).

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.

2. The following documents shall constitute the Contract between the Purchaser and the Supplier, and each shall be read and construed as an integral part of the Contract:

- (a) This Contract Agreement
- (b) Contract Data
- (c) Conditions of Contract
- (d) Technical Requirements (including Schedule of Requirements and Technical Specifications)
- (e) The Supplier’s Bid and original Price Schedules
- (f) The Purchaser’s Notification of Award
- (g) [Add here any other document(s)]

3. This Contract shall prevail over all other Contract documents. In the event of any discrepancy or inconsistency within the Contract documents, then the documents shall prevail in the order listed above.

4. In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Purchaser to provide the Goods and Services and to remedy defects therein in conformity in all respects with the provisions of the Contract.

5. The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the Goods and Services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of Democratic Socialist Republic of Sri Lanka on the day, month and year indicated above.

For and on behalf of the Purchaser

Signed: [insert signature]

in the capacity of [ insert title or other appropriate designation ]

in the presence of [insert identification of official witness]

For and on behalf of the Supplier

Signed: [insert signature of authorized representative(s) of the Supplier]

in the capacity of [ insert title or other appropriate designation ]

in the presence of [ insert identification of official witness]