

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
Computer & Network Equipment for
Faculty of Engineering,
University of Ruhuna,
Hapugala,
Galle.

RUH/ENG/F/C/Q/2023/09

31st October 2023



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	2.1 The documents consist of the Sections indicated below.					
20000	• Section I. Instructions to Vendors (ITV)					
	Section II. Data Sheet					
	Section III. Schedule of Requirements					
	 Section IV. Technical Specifications & Compliance with Specifications 					
	Section V. Quotation submission Form(s)					
	C: Preparation of Quotation					
3. Documents Comprising	3.1 The Quotation shall comprise the following:					
your	(a) Quotation Submission Form and the Price Schedules;					
Quotation	(b) Technical Specifications & Compliance with Specifications					
4. Quotation Submission Form and Price	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.					
Sche dules	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. Options shall not be considered.					
5. Prices and Discounts	5.1 Unless specifically stated in Data Sheet, all items must be priced separately in the Price Schedules.					
	5.2 The price to be quoted in the Quotation Submission Form shall be the total price of the Quotation, including any discounts offered.					
	5.3 The applicable VAT shall be indicated separately and NBT Shall not be paid by the University.					
	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.					

6 Cumanana	6.1. The yanders shall quote only in Smi Lonks Dones
6. Currency	6.1 The vendors shall quote only in Sri Lanka Rupees.
7. Documents to Establish the Conformit y of the Goods	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".
	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.
	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.
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.
10. Site visit	
	D: Submission and Opening of Quotation
11. Submission of Quotation	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.
	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.
12. Deadline for Submission of Quotation	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.
13. Late Quotations	13.1 The Purchaser shall reject any quotation that arrives after the deadline e for submission of quotations, in accordance with ITV Clause 11.1 above.
14. Opening of Quotations	14.1 The Purchaser shall conduct the opening of quotation in public at the address, date and time specified in the Data Sheet.
	14.2 A representative of the bidders may be present and mark his attendance.

E	Evaluation and Comparison of Quotations
15. Clarifications	 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. 15.2 The Purchaser's request for clarification and the response shall be in writing.
16. Responsiveness of Quotations	16.1 The Purchaser will determine the responsiveness of the quotation to the documents based on the contents of the quotation received.16.2 If a quotation is evaluated as not substantially responsive to the documents issued, it may be rejected by the Purchaser.
17. Evaluation of quotations	 17.1 The Purchaser shall evaluate each quotation that has been determined, to be substantially responsive. 17.2 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. 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
18. Purchaser's Right to Accept any Quotation, and to Reject any or all Quotations	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.

	F: Award of Contract
19. Acceptance of the Quotation	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.
20. Notification of acceptance	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.
21. Performance security	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.
22. Payment	22.1 Payment shall be made within one month after receiving the invoice for system supplied, installed, commissioned, tested and certified
23. Liquidated Damages	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: Vice Chancellor, University of Ruhuna 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: 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 "RUH/ENG/F/C/Q/2023/09" marked on the top left-hand corner of the envelope and addressed to Assistant Bursar, Faculty of Engineering, University of Ruhuna, Hapugala, Galle. Deadline for submission of quotations is on or before 10.00 a.m. on 14th November 2023
13	The quotations shall be opened at the following address: AB Office, Faculty of Engineering, University of Ruhuna, Hapugala, Galle.
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: 1. 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.	Wi-Fi, Bluetooth support Multimedia Projector	Please refer Section IV	01	4 weeks	Faculty of Engineering, Hapugala, Galle	Please Specify
2.	Multimedia Slide Mover (Presenter)	Please refer Section IV	02	4 weeks	Faculty of Engineering, Hapugala, Galle	Please Specify
3.	Display port Male to VGA Female Adapter	Please refer Section IV	03	4 weeks	Faculty of Engineering, Hapugala, Galle	Please Specify
4.	48 – port Manageable Network Switch	Please refer Section IV	01	4 weeks	Faculty of Engineering, Hapugala, Galle	Please Specify
5.	Internationally Branded IP Phone with Extension Module	Please refer Section IV	01	4 weeks	Faculty of Engineering, Hapugala, Galle	Please Specify
6.	Cheque Printer	Please refer Section IV	01	4 weeks	Faculty of Engineering, Hapugala, Galle	Please Specify
7.	128GB SATA SSD Drive	Please refer Section IV	07	4 weeks	Faculty of Engineering, Hapugala, Galle	Please Specify
8.	128GB NVMe SSD Drive	Please refer Section IV	01	4 weeks	Faculty of Engineering, Hapugala, Galle	Please Specify

Section IV:Technical Specification & Compliance

Supply, Delivering, Installation, Commissioning, Testing and Maintenance of Computer & Network Equipment for the Faculty of Engineering, University of Ruhuna, Hapugala, Galle.

Description	Requirement	Confo	ormity	If No. Bidder's
Description .	requirement	Yes No		response
Physical Resolution	Original physical resolution of 1920x1080 pixels or more Support 4K and 5 layers high refractive glass lens			
Lumens and Color Range	At least 4000 lumens & 17 million color range or better			
Compatibility	Should be compatible with latest Wi-Fi connection			
Synchronize Facilities	Should enables to synchronize smartphone screen by both 2.4G & 5g Wi-Fi			
Bluetooth Connection	Should have Bluetooth connection to connect Bluetooth speakers and headphones			
Speakers	Built – in stereo speakers			
Display	Should offers a display 44" – 250"			
Projector Distance	At least 5.0 ft – 27.0 ft			
Aspect Ratio	4:3/16:9/Auto			
Keystone Correction	Manual ± 15°			
Versatile Digital Connectivity	Should be able to connected			
	not only wireless but also wired			
Warranty	2 or more years			
Manufacturer	Reputed Manufacturer in the filed			

Description	Requirement	Conformity		If No. Bidder's response
Description	Requirement	Yes	No	response
Pen	2.4G Wireless Laser Pen			
Light	A bright red light			
Wireless Range	Up to 100m			
	2.4G Auto-Channel			
	Silicone Button			
	Possibility to control from the first slide to the last			
Storage	Magnetic USB Receiver Storage Full Screen/Quit Start or Stop Presentation			
Battery	AA Alkaline			
System Requirements	Lates Windows/MAC/Android OS			
Warranty	6 or more months			
Manufacturer	Reputed Manufacturer in the filed			

Description	Requirement	Conformity		If No. Bidder's response
Description	Requirement	Yes	No	response
Video input signal	5 Volts p-p (TTL)			
Maximum signal connection range	1920x1200, 1080p			
Video Amplifier Bandwidth	154 MHz/144 MHz			
Input and output interface	Input: Display Port Male 20 pin			
	Output: VGA 15 PIN Female; RGB analog video			
Colour	Please Specify			
Length	10cm or more			

SPECIFICATIONS	REQUIREMENTS	Bidder's Confirmation			
		Yes	No	If not, Bidder's offer	
Enclosure type	Rack-mountable - 1U				
Switch ports	48 Gigabit Ethernet ports				
Uplinks	2 dual purpose uplinks (each dual-purpose uplink port should has one 10/100/1000 Ethernet port and one SFP-based Gigabit Ethernet port) or 2 10/100/1000 Ethernet uplinks and 2 SFP-based Gigabit Ethernet uplinks				
OS	Please specify				
Duplex mode	Auto negotiating on all ports automatically selects half- or full-duplex transmission mode to optimize bandwidth.				
Switching capacity	56 Gbps or higher				
Management console port	RJ-45-to-DB-9 cable for PC connections				
Configuration mode	All configurations should be support on Command Line Interface or Web-based GUI (HTTP/SSL)				
Stackable switch	Stackable				
Forwarding bandwidth	28 Gbps or higher				
Mount	Rack mount kit				
DHCP	DHCP Server enables a convenient deployment option for the assignment of IP addresses in networks without a dedicated DHCP server. (IP DHCP pool)				
IPV6	Should support for IPV6				
VLAN	Should be able to create VLANs				
Console Cable	Console cable is required				
Warranty	All inclusive 3 years comprehensive warranty is preferred. A suitable replacement should be provided if repairing time for any breakdown exceeds 48 Hrs during warranty period.				
Country of Manufacture	Please Specify				
Brand & Model	Cisco catalyst brand preferred. (or compatible with cisco devices) Please Specify				
Availability of after sale service	Please Specify				
Conditions of service agreement and fee after warranty	Please Specify				
Availability of spare parts for minimum 5 years	Please Specify				
Additional Technical specification	Please Specify				
Operational Environmental Condition	Should function without any defect under the climatic conditions prevailing in Sri Lanka.				

5. Specification for Internationally branded IP phone with extension module (For Telephone Exchange) - Qty -1 No

SPECIFICATIONS	REQUIREMENTS		Bidder's Confirmation			
		Yes	No	If not, Bidder's offer		
Network Interfaces	Auto-sensing 10/100/1000 Mbps Gigabit Ethernet ports with integrated PoE					
PoE Injector	Separate PoE Injector is required.					
Display	2.8 inch (320x240) TFT color LCD					
Feature Keys	4 line keys with up to 4 SIP accounts, 4 programmable context sensitive softkeys, 5 navigation/menu keys, 11 dedicated function keys for: MESSAGE (with LED indicator), PHONEBOOK, TRANSFER, CONFERENCE, HOLD, HEADSET, MUTE, SEND/REDIAL, SPEAKERPHONE, VOL+, VOL-					
Voice Codecs	Support for G.729A/B, G.711µ/a-law, G.726, G.722 (wide-band), G723.1, iLBC, Opus, and iLBC,in-band and out-of-band DTMF (in audio, RFC2833, SIP INFO), VAD, CNG, AEC, PLC, AJB, AGC					
Auxiliary Ports	Headset jack (Head set should be provided), USB, extension module port					
Telephony Features	Hold, transfer, forward, 3-way conference, call park, call pickup, shared-call-appearance (SCA)/bridged-line-appearance (BLA), downloadable phonebook (XML, LDAP, up to 2000 items), call waiting, call log (up to 500 records), off-hook auto dial, auto answer, flexible dial plan, personalized music ringtones and music on hold					
HD Audio	Both on handset and speakerphone					
Extension Module	Include an extension module which should have at least 50 quick-dial/BLF keys with dual-color LED, 2 navigation keys					
Base Stand	Allow 2 angle positions					
Supply, Installation, Configuring and Commissioning	Installing, Configuring and Commissioning should be done. Should supply the required cables, Patch codes, Network Modules when commissioning. Training for the operator is also required.					
Warranty	All inclusive 2 years comprehensive warranty is preferred. A suitable replacement should be provided if repairing time for any breakdown exceeds 48 Hrs during warranty period.					
Country of Manufacture	Please Specify					
Brand & Model	Please Specify (Should compatible with Grandstream PBX)					
Availability of after sale service	Please Specify					
Conditions of service agreement and fee after warranty	Please Specify					
Availability of spare parts for minimum 5 years	Please Specify					
Additional Technical specification	Please Specify					
Operational Environmental Condition	Should function without any defect under the climatic conditions prevailing in Sri Lanka.					

6. Specification for Cheque Printer -01 Nos.

Description	Doguiroment	Conformity		If No. Bidder's	
Description	Requirement	Yes	No	response	
Brand	Please Specify				
Model	Please Specify				
Country of Origin	Please Specify				
Country of Manufacture	Please Specify				
Print Type	24-pin impact dot matrix				
Print Direction	Bi-directional with logic seeking				
Resolution	360x360 DPI (Maximum)				
Fonts Draft, Roman, Sans Serif, Courier, Prestige, Script, OCR-A, OCR-B, Orator					
Paper Feed type	Feed paper by friction Feed paper by drive tractor; Feed paper by draught tractor				
Compress Set Compressed printing for character and graphics					
Special Function Automatic Pin Break Compensation, Automatic Pin Alternation, Automatic Emulation Match, Online Parameter Setting					
Power Requirements Rated VoltageRated Frequency Range	198~242V or 100~110V 50~60Hz				
Safety Marks	GB4943/EN60950				
Cost per page Please Specify					
Warranty 01 year					
Spare parts	Should be available for 5 years				
Additional Technical Specifications	Please specify				

7. SATA SSD Drive – 07 Nos.

Description Requirement		Conformity		If No. Bidder's	
		Yes	No	response	
Brand	Please Specify				
Model	Please Specify				
Capacity	120GB or 128GB				
Interface	2.5", SATA III, SATA 3.0 (6Gb/s)				
Warranty	03 Years or more				
Additional technical Information	Please Specify				

8. NVMe SSD Drive – 01 Nos

Description	Requirement	Conformity		If No. Bidder's	
Description	Kequitement	Yes	No	response	
Brand	Please Specify				
Model	Please Specify				
Capacity	120GB or 128GB				
Form Factor	M.2 2230 or 2280 PCIe				
Warranty	03 Years or more				
Additional technical Information	Please Specify				

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	2
То:	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 Microgrid – System related 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 g 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.
	ed:ed: signature of person whose name and capacity are shown]
	ne:
Com	pany Seal
Date	ed:

PRICE SCHEDULE

Item. No.	Description	Qty.	Unit Rate. (Rs. & Cts) Without VAT	Total Amount (Rs. & Cts.) Without VAT	VAT (Rs. & Cts)	Total Amount (Rs. & Cts.) With VAT
1.	Wi-Fi, Bluetooth support Multimedia Projector	01				
2.	Multimedia Slide Mover (Presenter)	02				
3.	Display port Male to VGA Female Adapter	03				
4.	48 – port Manageable Network Switch	01				
5.	Internationally Branded IP Phone with Extension Module	01				
6.	Cheque Printer	01				
7.	128GB SATA SSD Drive	07				
8.	128GB NVMe SSD Drive	01				
Total						

Total amount for the separate items excluding VAI (Column 1 - 8) in words:
Item 01
Item 02
Itam 02

tem 04	••
tem 05	
tem 06	
tem 07	
tem 08	

Note: In case of discrepancy between unit price and total	l, the unit price shall prevail.	
We agree to supply and maintenance the above goods in a	-	or a total contract price of Rupees
[within the period specified in the Invitation for Quotation		ount in words)] (for Item No. 01-08
We also confirm that the warranty/guarantee specified sha	all 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,	he Bidder	shall require	the Manufactu	arer to	fill in this
Form in accordance with the instruction	ns indicate	ed.]			

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 nereby 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]
Γitle: [insert title]
Duly authorized to sign this Authorization on behalf of: [insert complete name of Bidder]
Dated onday 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]