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றுණා පල்கலைக்கழகம்
UNIVERSITY OF RUHUNA

සම සෞඛ්‍ය පීඨය
Faculty of Allied Health Sciences

ශිෂ්‍ය අංශය, පරිපාලන ගොඩනැගිල්ල, ගොඩකන්ද පාර, කරාපිටිය, ගාල්ල Finance Divisio, Admin Building Godakanda road, Karapitiya, Galle

මගේ අංකය
எனது எண்
My No.

} RAHS/FIN/PROC/CAP/2024/12-
CAPAGE

ඔබේ අංකය
உங்களது எண்
Your No.

}

BY E-Mail & Registered Post

05.11.2024

Sales Manager,

Supplying, Installation, Commissioning, Testing & Maintenance of Geriatric Skill Trainer for the Faculty of Allied Health Sciences, Godakanda Road, Karapitiya, Galle. RAHS/FIN/PROC/CAP/2024/12 - CAPAGE

I kindly request you to submit your **sealed** quotation for Supplying, Installation and Commissioning of Geriatric skill Trainer for Faculty of Allied Health Sciences, University of Ruhuna, Godakanda Road, Karapitiya on or before at 2.00 p.m on **12th November 2024** by **registered post, courier or hand.**

Assistant Bursar
Faculty of Allied Health Science
University of Ruhuna

Assistant Bursar,
Faculty of Allied Health Sciences,
Godakanda Road, Karapitiya,
Galle.



**UNIVERSITY OF RUHUNA
WELLAMADAMA, MATARA**

**PROCUREMENT OF GOODS UNDER
NATIONAL SHOPPING PROCEDURES**

**INVITATION FOR QUOTATIONS
FOR PROCUREMENT OF**

**Supplying, Installation, Commissioning, Testing & Maintenance of
Geriatric Skill Trainer**

**For The Faculty of Allied Health Sciences,
Godakanda Road, Karapitiya, Galle.**

RAHS/FIN/PROC/CAP/2024/12 - CAPAGE

05th November 2024

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 • 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 an adjustable price shall be treated as non-responsive 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 ninety (90) 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	10.1 A site visit to the Faculty of Allied Health Sciences may be done to make yourself clear about installation conditions etc. if necessary before pricing.
D: Submission and Opening of Quotation	
11. Submission of Quotation	<p>11.1 Vendors may submit their quotations by registered post/courier 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>
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 for submission of quotations, in accordance with ITV Clause 11.1 above.
14. Opening of Quotations	<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>

E: Evaluation and Comparison of Quotations

15. Clarifications	<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>
16. Responsiveness of Quotations	<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>
17. Evaluation of quotations	<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">(a) the Price as quoted;(b) price adjustment for correction of arithmetical errors;(c) price adjustment due to discounts offered. <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>
18. Purchaser's Right to Accept any Quotation, and to Reject any or all Quotations	<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

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. Signing of Contract	21.1 Within Seven (07) days after notification, the Purchaser shall complete the Agreement, and inform the successful Bidder to sign it. 21.2 Within Seven (07) days of receipt of such information, the successful Bidder shall sign the Agreement.
22. Performance security	22.1 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 warranty period from the date of award of contract.
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: Faculty of Allied Health Sciences, Godakanda Road, Karapitiya, Galle.
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 "RAHS/FIN/PROC/CAP/2024/12 - CAPAGE" marked on the top left-hand corner of the envelope and addressed to Assistant Bursar, Faculty of Allied Health Sciences, Godakanda Road, Karapitiya, Galle. Deadline for submission of quotations is on or before 2.00 p.m. on 12th November 2024
13	The quotations shall be opened at the following address: Assistant Bursar's Office, Faculty of Allied Health Sciences, Karapitiya, 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: **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.

Item No.	Brief Description of the Goods	Specifications	Quantity	Delivery Period in weeks from issue of Purchase Order	Place of Delivery & Installation	Installation and warranty Requirements if any
1	Geriatric Skill Trainer (TERI or a mannequin with similar features)	Please refer Section IV	01	4 weeks	Department of Nursing	Supplying, Installation, Commissioning, Testing & Maintenance to be done by the Supplier.

Section IV: Technical Specification & Compliance

Technical Specification for Supplying, Installation, Commissioning & Testing Maintenance of Geriatric Skill Trainer

Special Condition: The supplier should provide the total cost for “supply and installation” of those items without providing additional condition which may differ the total cost after approving the bid by the procurement committee.

Note: You may visit the site before the bidding process.

Please find the last page for specifications

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, Installation, and Maintenance** Laboratory Equipment for the, Faculty of Allied Health Sciences, University of Ruhuna, Godakanda Road, Karapitiya, 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 up on 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)	Delivery period
01	Geriatric Skill Trainer (TERI or a mannequin with similar features)	01				
Total						

Total amount for the separate items excluding VAT (Column 5) in words:

Item 01.

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. 1) 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:

Fax:

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

Email:

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 ofor 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]



Geriatric skill Trainer (TERI or a mannequin with similar features) – 01 Qty

Specifications	Requirements	Bidders' compliance		
		Yes	No	If no, Bidder's response
Brand	Please Specify			
Model	Please Specify			
Country of Origin	Please Specify			
Size (Dimensions)	Dimensions: 5' feet Ship Weight: Lightweight: around 50lbs (22 kg-28 kg)			
Material	Soft Silicone skin			
Colour	Dark			
Features	General capability carefully selected to support practice on: – Essentials of Patient Care – Movement Assistance and Fall Prevention – Grooming and Daily Living Assistance – Basic and Advanced Nursing Skills – Cardiovascular and Respiratory Emergencies Suitable for long-term facilities and emergency room training.			
Warranty	12 months, manufacturer authorization is required			
Condition	Brand new			
Reusable	Yes			

Country	Please specify			
Features	The Geriatric Patient Skills Trainer offers extensive physical skills practice simulation with injection/IV, catheterization, and cardiovascular and respiratory support.			
Functions	<p>Superior Range of Motion</p> <p>Enhanced Full Body Aesthetics</p> <p>Articulating Jaw</p> <p>Interchangeable Pupils: normal, constricted, dilated</p> <p>Male & Female Options (wig included)</p> <p>Soft Male (circumcised and uncircumcised features) and Female Genitalia</p> <p>Normal and Cancerous Moles</p> <p>Stage 1 Sacral Ulcer</p> <p>Reddened Skin Folds</p> <p>Bandaging and Wound Dressing (Recommended bandages: Silicone Adhesive Bandages)</p> <p>Patient Positioning (fully articulated)</p> <p>Clothing Changes</p> <p>Bed Baths</p> <p>Eye Irrigation & Optic Drops</p> <p>Dental Care (including placement and removal)</p> <p>Ear Canal Irrigation</p> <p>Hearing Aid Included (interchangeable between right and left ears)</p> <p>Hair Care</p> <p>Pericare</p> <p>Ostomy Care (ileostomy and colostomy care)</p> <p>Urinary Catheter Care (external care only; supporting</p>			

	<p>bladders not included)</p> <p>Stomas (colostomy and ileostomy)</p> <p>Support for Oxygen Administration</p> <p>Left Blood Pressure Arm with Radial Pulse</p> <p>Injection Sites (arms, thigh, right side buttocks supporting IM and sub-cutaneous injections)</p> <p>Gastrostomy Procedures (lavage, gavage, tube placement)</p> <p>Nasogastric Tube Procedures (lavage, gavage, tube placement, feeding, suctioning)</p> <p>Respiratory Support:</p> <p>Tracheostomy Care, Airway/Trach Suctioning (lavage, suctioning)</p> <p>Urinary Catheterization</p> <p>Suprapubic Catheterization</p> <p>Enema Administration (female)</p> <p>Pap Smears (female)</p> <p>Pelvic Examination (female) – 3 cervix presentations (healthy/normal, pre-cancerous, cancerous)</p> <p>Prostate Examination (male) – 5 prostate presentations (1 normal/healthy, 4 cancerous in varied sizes)</p> <p>Right IV Arm</p> <p>Foot Wound Care</p> <p>CPR with Quality Performance Metrics (compressions and ventilation rate & depth; audible and visual feedback)</p> <p>Carotid Pulse (manual)</p> <p>Intubation</p> <p>Ventilation</p>			
Additional delivery properties	Male Genitalia Foreskins, Pack of 3			

	<p> Pupils, Constricted, Set of 2 Pupils, Dilated, Set of 2 Male Genitalia Female Genitalia Hearing Aid Wig Dentures, Upper & Lower Hospital Gown Simulated Blood, Pint Blood Pressure Cuff with Sphygmomanometer Electronic Blood Pressure Control Unit with batteries Fluid Supply Bag, 500 ml, with Pinch Clamp Cervix Kit, Set of 7 Pump Spray Lubricant Foot Wounds, Pressure Injury Stages 1-4 Foot Wound Sleeve Deep Tissue Wound Enema Bag Edema, Set of 5, Stages 1-4 & Non-Pitting Prostate Kit, Set of 5 External Bladder Bag, Urinary & Suprapubic Simulated Urine, Quart Carotid Pulse Bulb Syringe, 20 cc A range of accessories available that enhances the baseline version maximizing versatility, training benefit and return on investment. </p>			
Image				

	 			
After sales service	Please specify			

❖ Note: Please complete the “Conformity” column, without which references to catalogues and data sheets will not be considered in the bid evaluation.