



University of Ruhuna  
Wellamadama  
Matara

April 27, 2021

**The Manager**

**Invitation for Bids (IFB)**

**Contract: Supply, Delivery, Installation, Commissioning and Testing of Computers and Other Equipment**

**IFB No - AHEAD/RA2/RUH/FHSS/IT\_for\_ARTS/GOODS/2021/NS-126**

The Chairman, Department Procurement Committee on behalf of the University of Ruhuna now invites sealed bid from you for **Supply, Delivery, Installation, Commissioning and Testing of Computers and Other Equipment** 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 May 11, 2021**. Late bids will be rejected.
04. This contract is subject to,
  - Providing of performance security of 10% of the total contract price in accordance with the format attached and issued with this in favor of the Vice Chancellor, University of Ruhuna.
  - Entering in to the formal agreement with the University of Ruhuna.

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

Mr. R. C. Ketipearachchi  
Deputy Director - Procurement  
Operations Technical Secretariat  
AHEAD Project  
University of Ruhuna  
Wellamadama Matara



**UNIVERSITY OF RUHUNA**

**PROCUREMENT OF GOODS UNDER  
NATIONAL SHOPPING PROCEDURES**

**INVITATION FOR QUOTATIONS  
FOR**

**Supply, Delivery, Installation, Commissioning and Testing of Computers  
and Other Equipment**

**IFB No:**

**AHEAD/RA2/RUH/FHSS/IT\_for\_ARTS/GOODS/2021/NS-126**

## 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 with price schedule</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 <del>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.</del></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.</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>
<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>D: Submission and Opening of Quotation</b>	
<b>10. Submission of Quotation</b>	<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>
<b>11. Deadline for Submission of Quotation</b>	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.

<b>12. Late Quotations</b>	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.
----------------------------	---

<b>13. Opening of Quotations</b>	13.1 The Purchaser shall conduct the opening of quotation in public at the address, date and time specified in the Data Sheet. 13.2 A representative of the bidders may be present and mark his attendance.
----------------------------------	--

**E: Evaluation and Comparison of Quotations**

<b>14. Clarifications</b>	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. 14.2 The Purchaser's request for clarification and the response shall be in writing.
---------------------------	--

<b>15. Responsiveness of Quotations</b>	15.1 The Purchaser will determine the responsiveness of the quotation to the documents based on the contents of the quotation received. 15.2 If a quotation is evaluated as not substantially responsive to the documents issued, it may be rejected by the Purchaser.
---	---

<b>16. Evaluation of quotations</b>	16.1 The Purchaser shall evaluate each quotation that has been determined, to be substantially responsive. 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. 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><b>17. Purchaser's Right to Accept any Quotation, and to Reject any or all Quotation</b></p>	<p>17.1 The Purchaser reserves the right to accept or reject any quotations, to annul the process and reject all quotations at any time acceptance, without thereby incurring any liability to bidders.</p>
---	---

**F: Award of Contract**

<p><b>18. Acceptance of the Quotation</b></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><b>19. Notification of acceptance</b></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><b>20. Signing of Contract</b></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><b>21. Performance Security.</b></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: <b>Vice Chancellor</b>
	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 <b>Director/ OTS, AHEAD Project, University of Ruhuna, Wellamadama, Matara.</b> Deadline for submission of quotations is at <b>2.00 pm. on May 11, 2021</b>
13	The Quotations shall be opened at the following address: <b>AHEAD PROJECT, OTS-Office, University of Ruhuna, Wellamadama, Matara.</b>
16	Other factors that will be considered for evaluation are (List and describe the methodology):
<b>Additional Clause</b>	
17. Payment	Payment shall be made within eight weeks after receiving the invoice and other required documents to the Office for each item supplied.
19. Liquidated Damages	The supplier should deliver the items within the delivery period stipulated in the schedule of requirements. The supplier should make payment to the purchaser for <b>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.</b>
21. Performance Security	The supplier should forward performance security of 10% of the total contract price. This should be issued in favor the Vice Chancellor, university of Ruhuna, valid for a period of one year from date of acceptance of the order. (Format is Attached )

## Section III: Schedule of Requirements

Note:

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

Item No.	Brief Description of the Goods	Specification and Requirements	Quantity	Delivery Period in Days from issue of Purchase Order	Bidder's offered Delivery Date
1.	Internationally Branded Desktop Computer i5, 10 <sup>th</sup> generation	Annex I	70	2 weeks	
2.	Internationally Branded Server Computer	Annex II	01	2 weeks	
3.	Multimedia Projector	Annex III	01	2 weeks	

**Place of Delivery: Information Technology Unit (ITU), Faculty of Humanities and Social Sciences, University of Ruhuna, 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:

# PRICE SCHEDULE -IV

**Contract: Supply, Delivery, Installation, Commissioning and Testing of Computers and Other Equipment  
IFB No - AHEAD/RA2/RUH/FHSS/IT\_for\_ARTS/GOODS/2021/NS-126**

Item No.	Description	Qty.	Unit Rate. (Without VAT) (Rs. & Cents)	VAT (Rs. & Cents)	Total Amount (With VAT) (Rs. & Cents)
1.	Internationally Branded Desktop Computer i5, 10 <sup>th</sup> generation	70			
2.	Internationally Branded Server Computer	01			
3.	Multimedia Projector	01			

We agree to supply, delivery, installation and testing 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 warranty/guarantee specified shall apply to the offered goods. ....

.....  
Signature of the Bidder

.....  
Name of the Bidder

.....  
Date

**Specification Desktop Computer**

Column 3, either say "Yes" or "No"; if "No" please state the specification of offer. (Use the following exact format when submitting compliance)

Item	Minimum Specification	Bidder's Compliance	
		Yes/No	If 'No' indicate your offer
Brand	Branded Please Specify		
Model	Please Specify		
Country of Origin & Country of Manufacture / Assembly	Please Specify		
Processor	Intel® Core i5-10400 10 <sup>th</sup> Generation Processor Or better		
Clock Speed	2.9GHz Actual clock speed or Higher		
Cache	12 MB L3 cache or Higher		
Form Factor	Business Desktop		
Chassis	Mini/Micro tower business desktop casing with locking facility (mini padlock with 3 keys should be supplied)		
Chipset	Intel Express Chipset or Higher		
Mother board	Should be the same quoted brand (Serial number of the CPU should show in BIOS)		
Memory	8 GB DDR 4 2666MHz or higher		
Maximum memory	Upgradeable to Maximum of 32 GB RAM		
Memory Dims	2 Dims		
Hard disk	1TB Serial ATA Minimum, Expandable up to 2TB		
Key Board	MS Windows – Original key board to be as same brand in English		
Mouse	Two buttons with scroll wheel optical Mouse with pad		
Optical drive	SATA DVD drive (+/-RW)		
Expansion slots	Minimum 2 Expansion slots including 1 Nos PCI x 16, (Specify)		
Video controller	Intel UHD Graphics 630		
Network interface	Gigabit Ethernet network Interface card (10/100/1000) Internal Wi-Fi card - USB Dongle is not accepted		
I/O ports	Minimum 8 USB Ports at least 2 Nos 3.1 USB, Including Minimum, 1 HDMI Port 1, VGA Port		
Power Supply	300 W single-rail 12 V PFC (EuP), auto-sensing, TFX		

Operating system	Free DOS/ Ubuntu/ CentOS
Product certifications of the quoted Model	Product certifications of the quoted Model Energy Star or any other equal certificate to Energy Star, issued by authorized body who has the authority to issue certificate on behalf of Energy Star, (Documentary evidence must be provided) Valid ISO 9001: 2015, & ISO 14001:2015 Offered Model must possess FCC & CE or Equal
Display	18.5" wide screen Color LED Monitor supporting resolutions WXGA wide screen or better, should be the same brand of the Desktop
Manufacture Experience	Manufacturer should have minimum of ten years' experience in manufacturing of the same brand. (Proof document should be attached)
Bidders Experience	The bidder should have successfully sold the same brand for last 3 years (Bidder should provide documentary evidence to support the above)
Manufacturer Authorisation Certificate	Manufacturer Authorisation Certificate should be according to attached format & the certificate should be Original (Scanned copies or any other form of copies will not be Accepted)
Warranty	Comprehensive on-site manufacturer authorized warranty for 36 months (labour and parts). <b>Bidder or its parent company or its subsidiary should have Island wide owned branch network</b> Documentary evidence to be provided of the following under bidder's name. (a) Address, Contact Details & Date of Commencement of each branch/regional office (Should have completed minimum of 5 years from the Date of Commencement of each ranch/regional) (b) Copies of the Deed/Lease/Rent Agreement, payment of local taxes, electricity & telephone bills etc. of each branch/regional office
Warranty Information	Should be fix a sticker with -Supplier name -Contact Numbers -Date of Commissioning of Hardware -Warranty period
Brochure	In all computers Supplier should provide brochure of make/model quoted as per above specification

**Specification Internationally Branded Server Computer**

In column 3, either say "Yes" or "No"; if "No" please state the specification of the offer. (Use the following exact format when submitting compliance)

SPECIFICATIONS	REQUIREMENTS	Bidders Compliance	
		Yes/No	If "No" indicate your offer
Server type	Tower server		
Make	Please specify		
Model	Please specify		
Country of Origin	Please specify		
Country of Manufacture	Please specify		
Processor	Intel Xeon Silver 4208 2.1G, 8C/16T, 9.6GT/s, 11M Cache, Turbo, HT (85W) DDR4-2400 MHz or better		
Number of processors support	Up to two Intel® Xeon® Scalable processors,		
Memory	Should be minimum of 32 GB with 2 x 16GB RDIMM, 2400 MHz, Dual Rank		
Memory slots	16 DDR4 DIMM slots, Supports RDIMMs/LRDIMMs, speeds up to 2400 MHz or more		
Optical Drive	DVD+RW SATA (Internal)		
Hard Drives	Should be available 2x 2TB 7.2K RPM NLSAS 12Gbps 512n 3.5in Hot-Plug		
Disk bays (total)	Up to 8 x 3.5" SAS/SATA (HDD/SSD)		
Array Controller	Support RAID0/1/1+0/5, with 256 MB BBWC (Battery backed write cache)		
Network Interfaces	Dual port		

	Integrated Ethernet 100/1000 mbps		
<b>Operating System support</b>	Free DOS/Debian/CentOS		
<b>Warranty: Period</b>	Please Specify		
<b>Maintenance</b>	Manufacturer's comprehensive warranty for minimum of Five years (05) for all the components of the server. During the warranty period, all defective parts should be replaced free of charge		
<b>Authorization</b>	Manufacturer authorization letter should be provided		
	Supplier should have an authorized service support center		
<b>Power supply</b>	Dual, Hot Plug, Redundant Power Supply (1+1), 1100W		
<b>Hot-Swap Components</b>	Power supply, and HDDs		
<b>RAID Controller</b>	RAID Controller, 8GB NV Cache, Adapter, Full Height Should be supported for Hardware Raid for the Debian/CentOS		
<b>Input/output ports</b>	<ul style="list-style-type: none"> <li>• 9 x USB (5 x USB 2.0, 4 x USB 3.0)</li> <li>• 1 VGA video port</li> <li>• 1 serial port</li> <li>• Up to 5 PCIe Gen3 slots</li> </ul>		
<b>Internal Ports</b>	1 or more - USB 3.0		
<b>Systems management</b>	Should be performance monitoring & manage Hardware, remote management of the server with dedicated NIC, All Required Software should be included		
<b>Virtualization support</b>	Supports most major virtualization environments		
<b>Mouse</b>	Same brand		

<b>Keyboard</b>	Same brand		
<b>Monitor</b>	17" WXGA or higher		
<b>Brochures</b>	Brochures of the quoted model should be supplied. If any changes of given model against original brochure, bidder should be provided clarification from the manufacture.		
<b>Number of Free Services</b>	Please specify number of Free Services carried out per year during the period of warranty		
<b>Warranty agreement</b>	A suitable replacement should be provided if repairing time for any brake down period exceeds 72 hours during warranty. If above condition is not satisfied, a penalty of Rs. 2000.00 per day per computer will be applied and deduct from your retention for the brake down period. Please specify any deviation if applicable		
<b>Condition of service agreement and free after warranty</b>	Pease specify		
<b>Availability of spare parts for minimum five years</b>	Pease specify		
<b>Operational environmental condition</b>	Should function without any defect under the climate condition. Prevailing in Sri Lankan environments during the warranty period		
<b>Remarks</b>	Incomplete bids will be liable to reject during evaluation phase.		

**Specification Multimedia Projector**

In column 3, either say "Yes" or "No"; if "No" please state the specification of the offer. (Use the following exact format when submitting compliance)

Item	Minimum Specification	Bidder's Compliance	
		Yes/No	If 'No' indicate your offer
Brand	Please Specify		
Model	Please Specify		
Country of Origin	Please Specify		
Country of Manufacture / assembly	Please Specify		
Projection System Technology	DLP or LCD Please Specify		
Display Resolution Native	Panel 0.55" Dark Chip 3 DMD		
Video Compatibility	WXGA (1280 x 800) NTSC (3.58/4.43), PAL (B/D/G/H/L/M/N), SECAM (B/D/G/K/K1/L), HDTV (720p, 1080i, 1080p), EDTV (480p, 576p), SDTV (480i, 576i)		
Aspect Ratio	16:9 (Native)		
Contrast Ratio	10,000:1		
Displayable Colors	1.07 Billion Colors		
Brightness	3,000 or above ANSI Lumens (Standard)		
Projection Lens	F = 2.70, f = 7.15mm, Manual Focus (Diagonal) 120"		
Projection Screen Size	0.4m - 3.8m		
Projection Distance	0.617 (77"@97cm)		
Throw Ratio	Please Specify		
Key Stone Correction	200W or above		
Lamp Type	4,000 Hours (Standard), 10,000 Hours (ECO/Extreme ECO)		
Lamp Life	+/-40 Degrees (Vertical), Manual		
Keystone Correction	Front, Rear, Front-Ceiling, Rear-Ceiling		
Projection Mode	Yes		
Ceiling Mounting Capability	Remote controller must be available		
Remote Control	2X or Above		

<b>Power Supply</b>	AC input 100-240V auto-switching power supply		
<b>Power Consumption</b>	Please specify		
<b>Noise Level</b>	32 dBA (Standard), 24 dBA (ECO)		
<b>Input Interface</b>	Analog RGB/Component Video (D-sub) x 2 Composite Video (RCA) x 1 HDMI/MHL (Video, Audio, HDCP) x 1 HDMI (Video, Audio, HDCP) x 1 PC Audio (Stereo mini jack) x 1 VGA - 1		
<b>Output Interface</b>	Analog RGB (D-sub) x 1 PC Audio (Stereo mini jack) x 1 DC Out (5V/1A, USB Type A) x 1, share the input interface		
<b>Standard Accessories AC power cord</b>	AC power cord Remote control Battery for remote control Lens cap Carrying case User's guide (CD-ROM) Quick start guide		
<b>Installation</b>	Installation is required with Ceiling -Mounting bracket.		
	Please specify the free installation length included in the quoted solution.		
	Please specify per meter cost for additional length if needed when installing.		
<b>Native Aspect Ratio</b>	16:9		
<b>Lamp Life</b>	Up to 10,000 hours of lamp life with ECO /Extreme ECO		
<b>Digital Zoom and Pan</b>	Digital Zoom and Pan		
<b>Auto Shutdown</b>	Should be Available		
<b>Manufacture Experience</b>	Manufacturer should have minimum of ten years' experience in manufacturing of the same brand. (Proof document should be attached)		
<b>Bidders Experience</b>	The bidder should have successfully sold same similar product for last 3 years (Bidder should provide documentary evidence to support the above)		
<b>Manufacturer Authorization Certificate</b>	Manufacturer Authorization Certificate should be provided (Originals should be provided on request)		

<b>Warranty</b>	<p>Comprehensive on-site manufacturer authorized warranty for 36 months (Labor &amp; Parts) Excluding Consumes.</p> <p>Bidder or its parent company or its subsidiary should have Island wide owned branch network Documentary evidence to be provided of the following under bidders' name.</p> <p>(a) Address, Contact Details &amp; Date of Commencement of each branch/regional office (Should have completed minimum of 5 years from the Date of Commencement of each ranch/regional)</p>		
<b>Warranty</b>	4,000 Hours for the Lamp		
<b>Warranty Information</b>	<p>A sticker with</p> <ul style="list-style-type: none"> <li>-Supplier name</li> <li>-Contact Numbers</li> <li>-Date of Commissioning of Hardware</li> <li>-Warranty period</li> </ul> <p>All Projectors</p>		
<b>Brochure</b>	Supplier should provide brochure of make/model quoted as per above specification		