



University of Ruhuna
Wellamadama
Matara

26.07.2021

The Manager,
.....

Invitation for Bids (IFB)

Contract: Supply, Delivery, Installation, Commissioning and Testing of Sound System & Camera for Faculty of Management & Finance, University of Ruhuna

IFB No - AHEAD/RA2/ELTA-ELSE/RUH/MGT/GOODS/2021/NS-144

The Chairman, Department Procurement Committee on behalf of the University of Ruhuna invites sealed bid from you for **Supply, Delivery, Installation, Commissioning and Testing of Sound System & Camera for Faculty of management & Finance, University of Ruhuna** indicated in the annexed bid document.

01. Bidding will be conducted through National Shopping method of procurement.
02. You may obtain further information if any from the **Deputy Director- Procurement (AHEAD Project) Supplies Branch, University of Ruhuna, Wellamadama, Matara. (T.P 041- 2227027/ Fax No. 041 – 2227027)**
03. Bids must be delivered by mail in sealed envelopes addressed to **Director/OTS, AHEAD Project-OTS Office, University of Ruhuna, Wellamadama, Matara before 02.00 p.m. on August 09, 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 - Procurements,
University of Ruhuna,
Wellamadama,
Matara.

Mr. R. C. Ketippearachchi
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
Sound System & Camera for Faculty of Management, University of Ruhuna**

IFB No: AHEAD/RA2/ELTA-ELSE/RUH/MGT/GOODS/2021/NS-144

**Mr. R. C. Katippearachchi
Deputy Director - Procurement
Operations Technical Secretariat
AHEAD Project
University of Ruhuna
Wellamedama, Matara**

Section I. Instructions to Vendors (ITV)

A: General	
1. Scope of Bid	1.1 The Purchaser named in the Data Sheet invites you to submit a quotation for the supply of Goods as specified in Section III Schedule of Requirements.
B: Contents of Documents	
2. Contents of Documents	<p>2.1 The documents consist of the Sections indicated below.</p> <ul style="list-style-type: none"> • Section I. Instructions to Vendors (ITV) • Section II. Data Sheet • Section III. Schedule of Requirements • Section IV. Technical Specifications & Compliance with Specifications with price schedule • Section V. Quotation submission Form(s)
C: Preparation of Quotation	
3. Documents Comprising your Quotation	<p>3.1 The Quotation shall comprise the following:</p> <ul style="list-style-type: none"> (a) Quotation Submission Form and the Price Schedules; (b) Technical Specifications & Compliance with Specifications
4. Quotation Submission Form and Price Schedules	<p>4.1 The vendor shall submit the Quotation Submission Form using the form furnished in Section V. This form must be completed without any alterations to its format, and no substitutes shall be accepted. All blank spaces shall be filled in with the information requested.</p> <p>4.2 Alternative offers shall not be considered. The vendors are advised not to quote different options for the same item but furnish the most competitive among the options available to the bidder.</p>
5. Prices and Discounts	<p>5.1 Unless specifically stated in Data Sheet, all items must be priced separately in the Price Schedules.</p> <p>5.2 The price to be quoted in the Quotation Submission Form shall be the total price of the Quotation, including any discounts offered.</p>

Mr. R. G. Kollipara
 Deputy Director - Procurement
 Operations Technical Secretariat
 AHEAD Project
 University of Ruhuna
 Wellamadama, Matara

	<p>5.3 The applicable VAT shall be indicated separately.</p> <p>5.4 Prices quoted by the vendor shall be fixed during the vendor's performance of the Contract and not subject to variation on any account. A Quotation submitted with adjustable price shall be treated as nonresponsive and may be rejected.</p>
6. Currency	6.1 The vendors shall quote only in Sri Lanka Rupees.
7. Documents to Establish the Conformity of the Goods	<p>7.1 The vendor shall furnish as part of its quotation the documentary evidence that the Goods conform to the technical specifications and standards specified in Section IV, "Technical Specifications & Compliance with Specifications".</p> <p>7.2 The documentary evidence may be in the form of literature, drawings or data, and shall consist of a detailed item by item description of the essential technical and performance characteristics of the Goods, demonstrating substantial responsiveness of the Goods to the technical specifications, and if applicable, a statement of deviations and exceptions to the provisions of the Technical Specifications given.</p> <p>7.3 If stated in the Data Sheet the vendor shall submit a certificate from the manufacturer to demonstrate that it has been duly authorized by the manufacturer or producer of the Goods to supply these Goods in Sri Lanka.</p>
8. Period of Validity of quotation	8.1 Quotations shall remain valid for the period of sixty (60) days after the quotation submission deadline date.
9. Format and Signing of Quotation	9.1 The quotation shall be typed or written in indelible ink and shall be signed by a person duly authorized to sign on behalf of the vendor.
D: Submission and Opening of Quotation	
10. Submission of Quotation	<p>10.1 Vendors may submit their quotations by Registered post in sealed envelopes addressed to the Purchaser and bear the specific identification of the quotation number.</p> <p>10.2 If the quotation is not sealed and marked as required, the Purchaser will assume no responsibility for the misplacement or premature opening of the quotation.</p>
11. Deadline for Submission of Quotation	11.1 Quotation must be received by the Purchaser at the address set out in Section II, "Data Sheet", and not later than the date and time as specified in the Data Sheet.

Deputy Director - Procurement
 Operations Technical Secretariat
 AHEAD Project
 University of Ruhuna
 Wellamadama, Matara

12. Late Quotations	12.1 The Purchaser shall reject any quotation that arrives after the deadline for submission of quotations, in accordance with ITV Clause 11.1 above.
13. Opening of Quotations	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	
14. Clarifications	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.
15. Responsiveness of Quotations	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.
16. Evaluation of quotations	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.

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

17. Purchaser's Right to Accept any Quotation, and to Reject any or all Quotations	17.1 The Purchaser reserves the right to accept or reject any quotation, and to annul the process and reject all quotations at any time prior to acceptance, without thereby incurring any liability to bidders.
---	--

F: Award of Contract	
18. Acceptance of the Quotation	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.
19. Notification of acceptance	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.
20. Signing of Contract	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.
21. Performance Security.	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.

Mr. R. C. Kollipareddy
Deputy Director - Procurement
Operations Technical Specialist
AHEAD Project
University of Ruhuna
Wellamadama, Matara

Section II: Data Sheet

ITV Clause Reference	
1.1	The Purchaser is: Vice Chancellor Address : University of Ruhuna, Wellamadama Matara.
5.1	If the bidder is allowed to quote for lesser number of items than the total number of items specified, indicate the details.
7.3	Manufacturer's Authorization is required.
11.1	Address for submission of quotations is Director/ OTS, AHEAD Project, University of Ruhuna, Wellamadama, Matara. Deadline for submission of quotations is at 2.00 P.M. on August 09, 2021
13	The Quotations shall be opened at the following address: AHEAD PROJECT, OTS-Office, University of Ruhuna, Wellamadama, Matara.
16	Other factors that will be considered for evaluation are (List and describe the methodology):
Additional Clause	
17. Payment	Payment shall be made within eight weeks after receiving the invoice and other required documents to the Office for each item supplied.
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 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.
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)

Mr. R. G. Kallipareedhi
 Deputy Director - Procurement
 Operations Technical Secretariat
 AHEAD Project
 University of Ruhuna
 Wellamadama, Matara

Section III: Schedule of Requirements

- Note:
1. Bidders a) May quote whole item.
 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
01	4K Meet up Conference Camera	Annexure I	02	2 weeks	
02	4K Integrated PTZ Camera	Annexure II	02	2 weeks	
03	Sound System – Type I	Annexure III	02	2 weeks	
04	Sound System – Type II	Annexure IV	02	2 weeks	
05	Portable Sound System	Annexure V	02	2 weeks	

Place of Delivery: Faculty of Management, University of Ruhuna, Wellamadama, Matara.

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

PRICE SCHEDULE –IV

Contract: Supply, Delivery, Installation, Commissioning and Testing of Sound System & Camera for Faculty of Management & Finance, University of Ruhuna.

IFB No - AHEAD/RA2/ELTA-ELSE/RUH/MGT/GOODS/2021/NS-144

Item No.	Description	Qty.	Unit Rate. (Without VAT) (Rs. & Cents)	VAT (Rs. & Cents)	Total Amount (With VAT) (Rs. & Cents)
01	4K Meet up Conference Camera	02			
02	4K Integrated PTZ Camera	02			
03	Sound System – Type I	02			
04	Sound System – Type II	02			
05	Portable Sound System	02			

We agree to supply and delivery the above goods in accordance with the technical specifications for a total contract price of Rupees..... (amount in figures) (.....amount in words) within the period specified in the Invitation for Quotations.

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

Mr. ...
 Deputy ...
 Operations, Kumbura, Matara
 AHEAD/RA2/ELTA-ELSE/RUH/MGT/GOODS/2021/NS-144
 University of Ruhuna
 Wellamaduma, Matara

.....
Signature of the Bidder
 Name of the Bidder
 Date

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:

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

01. Specifications for 4K meetup conference camera

Specification	Requirements	Bidder's Offer	
		Yes/No	Remarks
Make	Please Specify		
Model	Please Specify		
Country of Origin	Please Specify		
Country of manufacture	Please Specify		
Year of manufacture	Please Specify		
Resolution	UHD 4K (3840x2160)		
Video Format	MPEG, MP4 please specify		
Frame rate	30FPS or more		
Field of view	120° or more – please specify		
Supported operating systems	Windows 7 Windows 8.1 Windows 10 macOS 10.10 or Later		
Number of microphones	3 or more – please specify		
Microphone Frequency Range	90 Hz to up to 16 kHz		
RAM size	Minimum 2GB		
Software Capability	Please specify		
Connectivity	Bluetooth		
	EF Remote control		
Other accessories	Please specify		
Installation	Required		
Training sessions	Onsite operational training should be provided		

Authorization	Manufacturer's authorization letter should be provided		
	Supplier should have an authorized service support center		
Energy Star	Should be Energy Star ® qualified		
Warranty Period	All-inclusive minimum 3 years Comprehensive Warranty		
Number of Free Services	Please specify number of Free Services to be carried out per year during the period of warranty		
Condition of service agreement and fee after warranty Period	Please specify annual charges		
Availability of spare parts for minimum five years	Please specify		
Operational environmental condition	Should function without any issue under general climate condition (Please specify)		
Other	Bidder should provide illustrative, published product literature along with the quotation to support conformity with tender specifications		

Mr. R. C. Waidyaratne
Deputy Director - Project & Joint
Operations Technical Consultant
AHE 40 Project
University of Ruhuna
Wellamaddera, Sri Lanka

02. Specification for 4K Integrated PTZ Camera

Specification	Requirements	Bidder's Offer	
		Yes/No	Remarks
Make	Please Specify		
Model	Please Specify		
Country of Origin	Please Specify		
Country of manufacture	Please Specify		
Year of manufacture	Please Specify		
LENS	Digital zoom: 4x or more please specify		
Internal Microphone	Should be available with mute function		
Power Requirements	DC 5 V (USB) DC 42 V - 57 V (PoE) Please Specify		
Tilting Range	50° (±25°) Please specify		
Imaging Sensors	1/2.5-type MOS Please specify		
Panning range	220° (±110°) Please specify		
Angle of view range	111° or more please specify		
Camera/pan-tilt head control	Manual adjustment		
Video output	HDMI		
	IP		
	USB		
Accessories	Please specify		
Software	Please specify		
Installation and cabling	Required Classroom dimension 38x27ft		

Training Sessions	Onsite operational training should be provided		
Warranty Period	All-inclusive minimum 3 years Comprehensive Warranty		
Number of Free Services	Please specify number of Free Services to be carried out per year during the period of warranty		
Condition of service agreement and fee after warranty Period	Please specify		
Availability of spare parts for minimum five years	Please specify		
Operational environmental condition	Should function without any issue under general climate condition (Please specify)		

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

03. Specification for sound system - Type I

Specification	Requirements	Bidder's Offer	
		Yes/No	Remarks
Type	Amplifier sound system with Microphone		
Amplifier Unit 01			
Expected rate of output	Minimum 600 Watts RMS		
	Stereo or Non Mono		
Brand Name	Please specify		
Country Manufactured	Please specify		
Class of the Amplifier	Please Specify (whether class D ,AB or H any other)		
Power consumption	Specify		
Output Impedance	4Ω to 16Ω		
Speaker connecting ability	Please Specify		
Signal Input	XLR or ¼ Jack Wired connector should be provided		
After sale service	Please Specify		
Speaker Box/ Speaker Units 4			
Speaker size	10" or more with or without tweeter – 4		
Speaker Box Quantity	4 expected		
Speaker Box Size	Please specify		
Speaker wire PVC Copper – Minimum -120M	30M for each 4 unit		
Speaker connecting sockets	Please Specify (should be provided)		
Speaker wall mounting or standing brackets	Please Specify (should be provided)		
Installing charges	Should be mentioned		

Microphone Mixer			
Microphone Mixer Channels	6 or more – Please specify		
Brand	Please specify		
Country Manufactured	Please specify		
Line and Microphone Equalizing ability	Expected treble bass mid controlling ability / Please provide details		
Inputs	6 or more XLR for microphone RCA , ¼ jack or any other please specify		
Out put	Connector XLR or ¼ or both(wire should be provided)		
Microphone			
Microphone	Wired -4 microphone, Impedence 32 Ohms, 12 meter copper wire with suitable cable to connect mic –mixture for each should be provided		
	Wireless – 2 x USB 3v operated double band microphone		
	Gooseneck microphone 18”		
	FM Microphone (600 MHz – 960 MHz)		
Wireless Microphone			
Wireless Microphone	Uhf band		
	3V (1.5vX2) operated		
	Output connector XLR or ¼ jack		
	Operation distance minimum 30M		
	Sound output level adjustment		
Frequency response	Please specify (do not cross radio to signal)		

Microphone stand			
2 *Microphone stand	Adjustable floor stand		
	Standing size Microphone connecting Socket 3 should provided		
Installation			
Installation	Required The room dimensions 37'x53'		
For all the equipment			
Training sessions	Onsite operational training should be provided		
Warranty Period	All-inclusive minimum 3 years Comprehensive Warranty		
Other Accessories	Please specify		
Condition of service agreement and fee after warranty Period	Please specify		
Availability of spare parts for minimum five years	Please specify		
Operational environmental condition	Should function without any issue under general climate condition (Please specify)		

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

04. Specification for sound system - Type II

Specification	Requirements	Bidder's Offer	
		Yes/No	Remarks
Type	Amplifier sound system with Microphone		
Amplifier Unit 01			
Expected rate of output	Minimum 600 Watts RMS		
	Stereo or Non Mono		
Brand Name	Please specify		
Country Manufactured	Please specify		
Class of the Amplifier	Please Specify (whether class D ,AB or H any other)		
Power consumption	Specify		
Output Impedance	4Ω to 16Ω		
Speaker connecting ability	Please Specify		
Signal Input	XLR or ¼ Jack Wired connector should be provided		
After sale service	Please Specify		
Speaker Box/ Speaker Units 4			
Speaker size	10" or more with or without tweeter – 4		
Speaker Box Quantity	4 expected		
Speaker Box Size	Please specify		
Speaker wire PVC Copper – Minimum -120M	30M for each 4 unit		
Speaker connecting sockets	Please Specify (should be provided)		
Speaker wall mounting or standing brackets	Please Specify (should be provided)		
Installing charges	Should be mentioned		

Microphone Mixer			
Microphone Mixer Channels	6 or more – Please specify		
Brand	Please specify		
Country Manufactured	Please specify		
Line and Microphone Equalizing ability	Expected treble bass mid controlling ability / Please provide details		
Inputs	6 or more XLR for microphone RCA , ¼ jack or any other please specify		
Out put	Connector XLR or ¼ or both(wire should be provided)		
Microphone			
Microphone	Wired -4 microphone, Impedence 32 Ohms, 12 meter copper wire with suitable cable to connect mic –mixture for each should be provided		
	Wireless – 2 x USB 3v operated double band microphone		
	Gooseneck microphone 18"		
	FM Microphone (600 MHz – 960 MHz)		
Wireless Microphone			
Wireless Microphone	Uhf band		
	3V (1.5vX2) operated		
	Output connector XLR or ¼ jack		
	Operation distance minimum 30M		
	Sound output level adjustment		
Frequency response	Please specify (do not cross radio to signal)		

Microphone stand			
2 *Microphone stand	Adjustable floor stand		
	Standing size Microphone connecting Socket 3 should provided		
Installation			
Installation	Required The room dimensions 39.37 ft x 39.53 ft		
For all the equipment			
Training sessions	Onsite operational training should be provided		
Warranty Period	All-inclusive minimum 3 years Comprehensive Warranty		
Other Accessories	Please specify		
Condition of service agreement and fee after warranty Period	Please specify		
Availability of spare parts for minimum five years	Please specify		
Operational environmental condition	Should function without any issue under general climate condition (Please specify)		

Mr. R. C. Kalipeara, M.A.
Deputy Director - Procurement
Operations Technical Secretariat
AHEAD Project
University of Ruhuna
Wellamadama, Matara

05. Specification for portable sound system

Specification	Requirements	Bidder's Offer	
		Yes/No	Remarks
Make	Please Specify		
Model	Please Specify		
Country of origin	Please specify		
Country of manufacture	Please specify		
Year of manufacture	Please specify		
Type	Portable Public addressing system		
Speaker	1 x 10.0" (254.0mm) Woofer or more 1 x Tweeter – Please specify		
Number of Mixer Channels	9 or more – Please specify		
Number of Mic Preamps	9 or more – Please specify		
Equalizer	7-band or more please specify		
Inputs	5 or more XLR		
	5 or more 1/4" (Line)		
	2 or more RCA (Stereo)		
	1 or more 1/8" (Stereo)		
	1 or more USB		
Power Amp	2 x 300W		
Total Power	600W Class D		
Frequency Response	40Hz-20kHz – Please specify		
Playback	USB MP3		
Enclosure Material	Molded Plastic – Please specify		
Power Source	Standard IEC AC cable		
Speaker stand and cabling	Should be provided		
Expected rate of output	Minimum 600 watts (300x2) RMS – Please Specify		

Dimension	Height – Please specify Width – Please specify Depth – Please specify		
Weight	Please specify		
Display	Please Specify		
Bluetooth wireless audio playback	Please specify		
Two folding speaker stands	Should be available		
Length of speaker cables	Please specify		
Storage compartment for optional Accessories	Please specify		
Digital effects	Please specify		
Microphone	Should be available		
Mixer stand	Should be available		
Training sessions	Onsite operational training should be provided		
Warranty Period	All-inclusive minimum 3 years Comprehensive Warranty		
Other Accessories	Please specify		
Condition of service agreement and fee after warranty Period	Please specify		
Availability of spare parts for minimum five years	Please specify		
Operational environmental condition	Should function without any issue under general climate condition (Please specify)		

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