



University of Ruhuna  
Wellamadama  
Matara

28.12.2021

The Manager,  
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### Invitation for Bids (IFB)

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

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

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 January 11, 2022.** 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.

  
28/12/2021

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Deputy Director - Procurements,  
University of Ruhuna,  
Wellamadama,  
Matara.

UNIVERSITY OF RUHUNA  
DEPARTMENT OF PROCUREMENT  
SUPPLIES BRANCH  
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 & Finance, University of Ruhuna**

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

**Mr. R. C. Ratipisaraarachchi**  
Director, Procurement  
Open Procurement Secretariat  
AHEAD Project  
University of Ruhuna  
Wellamadama, Matara

## 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 <b>Alternative offers shall not be considered. The vendors are advised not to quote different options for the same item but furnish the most competitive among the options available to the bidder.</b></p>
<b>5. Prices and Discounts</b>	<p>5.1 Unless specifically stated in Data Sheet, all items must be priced separately in the Price Schedules.</p> <p>5.2 The price to be quoted in the Quotation Submission Form shall be the total price of the Quotation, including any discounts offered.</p>

H. R. G. Kallaperadi  
 Deputy Director, Government  
 Engineering College, Kallaperadi  
 Kallaperadi  
 Taluk, Kallaperadi  
 Taluk, Kallaperadi

	<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 <b>sixty (60)</b> 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>17. Purchaser's Right to Accept any Quotation, and to Reject any or all Quotations</b>	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.
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<b>F: Award of Contract</b>	
<b>18. Acceptance of the Quotation</b>	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.
<b>19. Notification of acceptance</b>	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.
<b>20. Signing of Contract</b>	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.
<b>21. Performance Security.</b>	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.

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## 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 2.00 P.M. on January 11, 2022.
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	If required, 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 365 days from the date of acceptance of the order.

Dr. D. C. Mahipatthani  
 Director/ OTS - AHEAD Project  
 Open Access Policy Implementation  
 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	Bidder's offered Delivery Date
01	Sound System – Type I	Annexure I	02	2 weeks	
02	Sound System – Type II	Annexure II	02	2 weeks	
03	Portable Sound System	Annexure III	02	2 weeks	
04	4K Integrated PTZ Camera	Annexure III	02	2 weeks	

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

UNIVERSITY OF RUHUNA  
FACULTY OF MANAGEMENT & FINANCE  
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:

Dr. D. S. S. Jayarathna  
Secretary, General Secretariat  
Ministry of Education  
Mahamedama, Matara

## PRICE SCHEDULE –IV

**Contract: 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-II**

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

.....  
Signature of the Bidder

.....  
Name of the Bidder

.....  
Date

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

Specification	Requirements	Bidder's Offer	
		Yes/No	Remarks
Type	Amplifier sound system with Microphone		
<b>Amplifier Unit 01</b>			
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		
<b>Speaker Box/ Speaker Units 4</b>			
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		
<b>Microphone Mixer</b>			

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)		
<b>Microphone</b>			
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)		
<b>Wireless Microphone</b>			
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)		
<b>Microphone stand</b>			

2 *Microphone stand	Adjustable floor stand		
	Standing size Microphone connecting Socket 3 should provided		
<b>Installation</b>			
Installation	Required The room dimensions 37'x53'		
<b>For all the equipment</b>			
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 )		

Dr. D. G. Madhupratap  
 Deputy Director - Procurement  
 Operational Services Department  
 P.O. Box 114  
 University of Ruhuna  
 Velimadama, Matara

**02. Specification for sound system - Type II**

Specification	Requirements	Bidder's Offer	
		Yes/No	Remarks
Type	Amplifier sound system with Microphone		
<b>Amplifier Unit 01</b>			
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		
<b>Speaker Box/ Speaker Units 4</b>			
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		
<b>Microphone Mixer</b>			

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)		
<b>Microphone</b>			
Microphone	Wired -4 microphone, Impedance 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)		
<b>Wireless Microphone</b>			
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)		
<b>Microphone stand</b>			

2 *Microphone stand	Adjustable floor stand		
	Standing size Microphone connecting Socket 3 should provided		
<b>Installation</b>			
Installation	Required The room dimensions 39.37 ft x 39.53 ft		
<b>For all the equipment</b>			
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 )		



**03. 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 )		

#### **04.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)		