University of Ruhuna
Wellamadama
Matara

April 19, 2022

The Manager

Invitation for Bids (IFB)

Contract: Supply, Delivery, Installation, Commissioning and Testing of Computers & Accessories
IFB No -AHEAD/RA1/STEM3/RUH/FOT/GOODS/2022/NS-181- II

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 & Accessories** 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 04, 2022.** Late bids will be rejected.

.....
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 & Accessories

IFB No: AHEAD/RA1/STEM3/RUH/FOT/GOODS/2022/NS-181 - II

Mr. R. C. Ketipearachchi
Deputy Director - Procurement
Operations Technical Secretariat
AHEAD Project
University of Ruhuna
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Section I. Instructions to Vendors (ITV)

A: General	
1. Scope of Bid	1.1 The Purchaser named in the Data Sheet invites you to submit a quotation for the supply of Goods as specified in Section III Schedule of Requirements.
B: Contents of Documents	
2. Contents of Documents	2.1 The documents consist of the Sections indicated below. • 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	3.1 The Quotation shall comprise the following: (a) Quotation Submission Form and the Price Schedules; (b) Technical Specifications & Compliance with Specifications
4. Quotation Submission Form and Price Schedules	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. 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.**
5. Prices and Discounts	5.1 Unless specifically stated in Data Sheet, all items must be priced separately in the Price Schedules. 5.2 The price to be quoted in the Quotation Submission Form shall be the total price of the Quotation, including any discounts offered.

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	5.3 The applicable VAT shall be indicated separately. 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 p rice shall be treated as nonresponsive and may be rejected.
6. Currency	6.1 The vendors shall quote only in Sri Lanka Rupees.
7. Documents to Establish the Conformit y of the Goods	7.1 The vendor shall furnish as p art of its quotation the documentary evidence that the Goods confirm to the technical specifications and standards specified in Section IV, "Technical Specifications & Compliance with Specifications". 7.2 The documentary evidence may be in the form of literature, drawings or data, and shall consist of a detailed item by item description of the essential technical and performance characteristics of the Goods, demonstrating substantial responsiveness of the Goods to the technical specifications, and if applicable, a statement of deviations and exceptions to the provisions of the Technical Specifications given. 7.3 If stated in the Data Sheet the vendor shall submit a certificate from the manufacturer to demonstrate that it has been duly authorized by the manufacturer or producer of the Goods to supply these Goods in Sri Lanka.
8. Period of Validity of quotation	8.1 Quotations shall remain valid for the period of **sixty (60)** days after the quotation submission deadline date.
9. Format and Signing of Quotation	9.1 The quotation shall be typed or written in indelible ink and shall be signed by a person duly authorized to sign on behalf of the vendor.
D: Submission and Opening of Quotation	
10. Submission of Quotation	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. 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.
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.

12. Late Quotations	12.1 The Purchaser shall reject any quotation that arrives after the deadlinee 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.

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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 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.

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 May 04, 2022**
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 one year period from the date of acceptance of the order.

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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	Bidder's offered Delivery Date
1.	Internationally Branded Laptop Computer Core i7 (11th Gen)	Annex I	07	2 weeks	
2.	Laptop Computer – Apple MacBook Pro	Annex II	02	2 weeks	
3.	2KVA Voltage Stabilizer	Annex III	02	2 weeks	

Place of Delivery: Faculty of Technology, University of Ruhuna, Karagoda Uyangoda, Kamburupitiya and Faculty of Science, 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:

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PRICE SCHEDULE –IV

Contract: Supply, Delivery, Installation, Commissioning and Testing of Computers & Accessories
IFB No - AHEAD/RA1/STEM3/RUH/FOT/GOODS/2022/NS-181- II

Item. No.	Description	Qty.	Unit Rate. (Without VAT) (Rs. & Cents)	VAT (Rs. & Cents)	Total Amount (With VAT) (Rs. & Cents)
1.	Internationally Branded Laptop Computer Core i7 (11th Gen)	07			
2.	Laptop Computer – Apple MacBook Pro	02			
3.	2KVA Voltage Stabilizer	02			

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 warrantee/guarantee specified shall apply to the offered goods.

.....	.....	.....
Sign and Seal	**Name of the Bidder**	**Date**

Internationally Branded Laptop Computer Core i7 (11th Gen) – 7 No's

Features	Required Minimum Specification	Bidder's Compliance	
		Yes /No	If "No", Bidder's Response
Make	Please Specify		
Brand	Internationally Branded & Assembled		
Brand Name	Please Specify		
Model Name	Please Specify		
Country of Origin	Please Specify		
Country Of manufacture	Please Specify		
Processor	Intel Core i7-1165G7, 11th Gen Processor 12M cache or later		
Processor Frequency	Please Specify		
Motherboard Form Factor	Micro –ATX Please Specify		
Motherboard Name And Model	Please Specify		
Motherboard Chipset	Please Specify		
Memory	16GB 2666 MHz DDR4 SDRAM or Higher		
HDD	1TB SSD or more		
Display Type	15.6" LED / LCD HD Resolution		
Audio	Built-in Microphone, HD Audio Integrated Stereo Speakers		
Video/Graphics	Intel HD Graphics (2 Gb DDR3 Shared) or		
Webcam	720P HD Camera		
Card Reader	5 in 1 Memory Card Reader		
Optical Drive	Internal/ External DVD+/-RW Drive (Same Brand)		
Touch Pad	Multi Gesture Touchpad, two Pick Buttons - Please Specify		
Keyboard	Windows Keyboard b/g/n		
Communication Interfaces	Wireless LAN 802.11standard – Please specify		
	Bluetooth 4.0 – please specify		
	VGA – please specify		
	HDMI - Should be available		
	Number of USB 2.0 Ports - Please specify		
	Number of USB 3.0 Ports - Please specify		
	Dual Mode Display Port (DP++) - Please specify		
	DVI Port – Please Specify		
	RJ45 Ethernet – Should be available		
	Combo eSATA/USB 2.0 - Please Specify		
	LED Status Indicator		
	Stereo microphone input – 1		
	Headphone line out - 1		
Battery	3 Cell or more Lithium-ion Battery with minimum 4 hours backup time		

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Quality stability and Reliability Tests of the Product Quoted	The quoted product should possess test reports of the following, Spill resistant keyboard to provides protection against water spillage. (Provide lab test proof)		
Operating System	Genuine widows 11 Professional Please Specify		
Security	Kensington Lock Slot		
Carrying Bag	Original carrying bag (Same Brand)		
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 do so, Documentary evidence must be provided. Valid ISO 9001: 2015, and ISO 14001:2015		
Manufacture Experience	Manufacturer should have minimum of 3 years' experience in Manufacturing of the same brand. (Proof document should be attached)		
Authorization	Manufacturers authorization letter should be provided Supplier should have an authorized service support center		
Warranty Period	All inclusive minimum 3 Years comprehensive warranty is required		
Warranty Information	A sticker with on all Laptops - Supplier name - Contact Numbers - Date of Commissioning of Hardware - Warranty period		
Warranty Agreement	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.500.00 Per day per unit will be applied and deduct from your retention for the brake down period. please specify any deviation if applicable		
Number of Services	Please specify number of free services carried out per year during the period of warranty		
Condition Of Service Agreement And Fee After Warranty	Please Specify		
Availability Of spare Parts For Minimum Five Years	Please Specify		
Brochure	Supplier should provide original brochure of make/model quoted as per above specification		

Annex II

Specifications of Laptop Computer – Apple MacBook Pro- 2 Nos

SPECIFICATIONS	REQUIREMENTS	Bidders Compliance	
		Yes/No	If "No" indicate your offer
Make	Apple		
Model	Apple MacBook Pro		
Country of Origin	Please Specify		
Country of Manufacture	Please Specify		
Processor	Apple M1 chip 8-core CPU with 4 performance cores and 4 efficiency cores 8-core GPU 16-core Neural Engine		
chipset	Apple M1 chip		
Memory	8GB RAM or higher		
Storage	256GB SSD or higher		
Adapter	61W USB-C Power Adapter		
Display	Retina display 13.3- inch (diagonal) LED-backlit display with IPS technology or Higher (Please specify)		
Audio	Stereo speakers with high dynamic range Wide stereo sound support for Dolby Atmos playback Studio-quality three-mic array with high signal-to-noise ratio and directional beam forming 3.5 mm headphone jack (Please specify)		
Graphics	Integrated 8-core GPU		
Bluetooth	Bluetooth 5.0 wireless technology		
Keyboard	Magic Keyboard		
Webcam	720p FaceTime HD Camera		
Battery	Built-in 58.2-watt-hour lithium-polymer battery		

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Operating System	macOS		
Networking	802.11ax Wi-Fi 6 wireless networking IEEE 802.11a/b/g/n/ac compatible		
Ports and Connectors	Two Thunderbolt/ USB 4 ports with support for: Charging Display Port Thunderbolt 3 (up to 40 Gb/ s) USB 4 (up to 40Gb/s) USB 3.1 Gen 2 (up to 10Gb/s)		
Warranty Period	All-inclusive minimum 1 year comprehensive Warranty is required		
Number of Free Services	Please specify number of Free Services carried out per year during the period of warranty		
Warranty agreement	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.500.00 per day per computer will be applied and deduct from your retention for the brake down period. Please specify any deviation if applicable		
Condition of service agreement and fee after warranty	Please specify		
Availability of spare parts for minimum five years	Please specify		
Operational environmental condition	Should function without any defect under the climate condition, prevailing in Sri Lankan environments during the warranty period		
Carrying Bag	Original Carrying Bag		

Annex III

Specifications of 2K VA Voltage Stabilizer- 2 Nos

SPECIFICATIONS	REQUIREMENTS	Bidders Compliance	
		Yes/No	If "No" indicate your offer
Capacity	2K VA		
Type	Servo Controlled, Desk/ Hang		
Accuracy of Voltage	220V ± 3%		
I/P Voltage	160V- 250V		
Frequency	50Hz/ 60Hz		
Over Voltage Protection	246		
Under Voltage Protection	184		
Protection	Surge Suppresser		

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