

Tender Notice

Procurement of Laptop and other Equipment for South Asian Center for Teacher Development, Meepe. (Supply, Delivery & Installation) Contract No: SACTD/05/G3/2024

South Asian Centre for Teacher development (SACTD), Meepe, Sri Lanka is a government owned company under the Ministry of Education and managed by board of Directors as an autonomous body.

SACTD invites sealed bids from reputed and registered perspective Sri Lankan companies to provide following items as per specifications in the bidding document.

No:	Items	Qty	Delivery & Installation Date	Specification as per bidding doc.
	Laptop computer i 5	6	Within two weeks after awarding	Annexure 1
	Laptop computer i 7	1		Annexure 2
	Photocopier	1		Annexure 3
	Desktop computers i 5	2		Annexure 4
	UPS	2		Annexure 5

The selected bidder shall not be blacklisted and should have proof of their financial and technical soundness with minimum experience with 2 years in supply, delivery and installed of the quoted items in the reputed business entities. The interested bidders must have a registered business place in Sri Lanka and currently occupy in relevant business and possess a valid business registration together with accredited agency ship from manufacturer for the current year. The list of previous supplies with recommendations, technical and financial capabilities, should be available with the bids.

The completed bids can be email to the following email address or deposit in the tender box kept in the SACTD office on or before closing date and time of the tender. The closing date and time of the submission of bid is 17th 07.2024 at 11.30 AM. The bids will be opened immediately after closed the tender. The interested bidders who submitted bidding documents or their legal proxies can participate to the bids opening.

SACTD reserves the right to cancel the entire tender or to modify the conditions of the tender or accept or reject any tender without giving reasons at any time of the tender period. Further details can be obtained by contacting Supply officer of SACTED. by phone No: 0117601353/ 0117601350 or Email: ddgaf@sactd.adu.lk within the tender period.

DIRECTOR GENERAL/SACTD



Procurement of Goods

Under

National Shopping Procedures

Invitation of Quotations

For

**Procurement of Laptop and other Equipment for South Asian
Center for Teacher Development, Meepe.
(Supply, Delivery & Installation)**

Contract No: SACTD/05/G3/2024

South Asian Center for Teacher Development

2024

Section I. Instructions to Vendors (ITV)

A: General	
1. Scope of Bid	1.1 The Purchaser named in the Data Sheet invites you to submit a quotation for the supply of Goods as specified in Section III Schedule of Requirements. Upon receipt of this invitation you are requested to acknowledge the receipt of this invitation and your intention to submit a quotation. The Purchaser may not consider you for inviting quotations in the future, if you failed to acknowledge the receipt of this invitation or not submitting a quotation after expressing the intention as above.
B: Contents of Documents	
2. Contents of Documents	<p>2.1 The documents consist of the Sections indicated below.</p> <ul style="list-style-type: none"> • Section I. Instructions to Vendors (ITV) • Section II. Data Sheet • Section III. Schedule of Requirements • Section IV. Technical Specifications & Compliance with Specifications • Section V. Quotation submission Form(s)
C: Preparation of Quotation	
3. Documents Comprising your Quotation	<p>3.1 The Quotation shall comprise the following:</p> <p>(a) Quotation Submission Form and the Price Schedules;</p> <p>(b) Technical Specifications & Compliance with Specifications</p>
4. Quotation Submission Form and Price Schedules	<p>4.1 The vendor shall submit the Quotation Submission Form using the form furnished in Section V. This form must be completed without any alterations to its format, and no substitutes shall be accepted. All blank spaces shall be filled in with the information requested.</p> <p>4.2 Alternative offers shall not be considered. The vendors are advised not to quote different options for the same item but furnish the most competitive among the options available to the bidder.</p>

5. Prices and Discounts	<p>5.1 Unless specifically stated in Data Sheet, all items must be priced separately in the Price Schedules.</p> <p>5.2 The price to be quoted in the Quotation Submission Form shall be the total price of the Quotation, including any discounts offered.</p> <p>5.3 The applicable VAT shall be indicated separately.</p> <p>5.4 Prices quoted by the vendor shall be fixed during the vendor's performance of the Contract and not subject to variation on any account. A Quotation submitted with an adjustable price shall be treated as non-responsive and may be rejected.</p>
6. Currency	6.1 The vendors shall quote only in Sri Lanka Rupees.
7. Documents to Establish the Conformity of the Goods	<p>7.1 The vendor shall furnish as part of its quotation the documentary evidence that the Goods conform to the technical specifications and standards specified in Section IV, "Technical Specifications & Compliance with Specifications".</p> <p>7.2 The documentary evidence may be in the form of literature, drawings or data, and shall consist of a detailed item by item description of the essential technical and performance characteristics of the Goods, demonstrating substantial responsiveness of the Goods to the technical specifications, and if applicable, a statement of deviations and exceptions to the provisions of the Technical Specifications given.</p> <p>7.3 If stated in the Data Sheet the vendor shall submit a certificate from the manufacturer to demonstrate that it has been duly authorized by the manufacturer or producer of the Goods to supply these Goods in Sri Lanka.</p>
8. Period of Validity of quotation	8.1 Quotations shall remain valid for the period of 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 mail or by hand in sealed envelopes addressed to the Purchaser bear the specific identification of the contract 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 no later than the date and time as specified in the Data Sheet.

12. Late Quotation	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 its attendance.
E: Evaluation and Comparison of Quotation	
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 its quotation. Any clarification submitted by a vendor in respect to its 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 quotation	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.
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 its quotation has been accepted.

Section II: Data Sheet

Procurement of Laptop and other Equipment for South Asian Center for Teacher Development, Meepe.

Contract No: SACTD/05/G3/2024

ITV Clause Reference	Details
1.1	The Purchaser is: Director General South Asian Center for Teacher Development, Address : 'Meepe', Padukka
5.1	Bidders must quote for items separately in the package. Also bidder shall quote for 100% quantity of the item quoted . All Items shall be complied with Technical Specifications. Bidder who does not quote for the any item shall be treated as non-responsive and be rejected.
7.3	Manufacturer's Authorization should be required for all items as a given format (Annexure – 06)
11.1	Address for submission of quotations is; Director General, Procurement Division, South Asian Center for Teacher Development, 'Meepe', Padukka, Telephone No. :011-7601353 :011-7601350 Fax No. :011-7601352 Deadline for submission of quotation is; On or before 11.30 a.m. 17th July 2024
13	The quotations shall be opened at the following address: Procurement Division, South Asian Center for Teacher Development, 'Meepe', Padukka. Date : 17th july 2024 Time : 11.30 a.m.
Business Registration	Vender should provide the Business Registration for 03 consecutive years.
Experience	Bidder should be confirming the 3 years' experience of similar field.
Factors considered for evaluation are;	<ul style="list-style-type: none">• Total Price of package will be considered for the evaluation. (Excluding VAT)• Manufacture's Authorization letter as given format is considered for the evaluation• Delivery Schedule is considered for the evaluation.• Bid - Securing Declaration should be submitted as per given format and performance guarantee of 5% of the contract value

Section III: Schedule of Requirements

Procurement of Laptop and other Equipment for South Asian Center for Teacher Development, Meepe. Contract No: SACTD/05/G3/2024

No:	Items	Qty	Delivery & Installation Date	Specification as per bidding doc.
	Laptop computer i 5	6	Within two weeks after awarding	Annexure 1
	Laptop computer i 7	1		Annexure 2
	Photocopier	1		Annexure 3
	Desktop computers i 5	2		Annexure 4
	UPS	2		Annexure 5

Name of Bidder -
(Insert complete name of Bidder)

Signature of Bidder -
(Signature of person signing the Bid)

Company Frank -

Price Schedule

Procurement of Laptop and other Equipment for South Asian Center for Teacher Development, Meepe. Contract No: SACTD/05/G3/2024

1	2	3	4	5	6	7	8	9	10	
			Goods and related Services offered within Sri Lanka (in Sri Lankan Rupees)							
Item No	Description of Goods or related services	Qty. and units	Unit price (inclusive of duties, sales and other taxes) Before VAT	Price per line item (Col. 3x4)	Inland transportation, insurance and other related services to deliver the goods to their final destination if not included under column 4	Total Price Before VAT (Col 5+6)	Discounted Total price (if any) before VAT	VAT	Total Price after VAT (Col. 7 or 8+9)	
01	Laptop computer i 5	06								
02	Laptop computer i 7	01								
03	Photocopier	01								
04	Desktop computers i 5	02								
05	UPS	02								
	Total Package									

Name of Bidder -
(Insert complete name of Bidder)

Signature of Bidder - Company Frank -
(Signature of person signing the Bid)

Section IV- Technical Specification & Compliance

Procurement of Laptop and other Equipment for South Asian Center for Teacher Development, Meepe. Contract No: SACTD/05/G3/2024

No.	Component Description	Minimum Specification	Bidder's Response (Yes/No)	If "No." comment/s on the offer
01	Laptop computer i 5	Annexure – 01		
02	Laptop computer i 7	Annexure – 02		
03	Photocopier	Annexure – 03		
04	Desktop computers i 5	Annexure – 04		
05	UPS	Annexure – 05		

Name of Bidder -
(Insert complete name of Bidder)

Signature of Bidder -
(Signature of person signing the Bid)

Company Frank -

Technical Specifications for Laptop Computer i 5- Annexure - 01

The Bidder shall fill the bidder's offer column. Bidder's failure to provide information requested in the bidder's offer column may be a reason for the rejection of the bid.

Item	Minimum Requirement	Bidder's Response	
		Yes/ No	If "No", Bidders Response
Make & Model	Please specify (should be branded)		
Country of manufacture	Please specify		
Country of origin	Please specify		
Form Factor	Business Laptop Computer (Manufacturer Confirmation must be attached)		
Chipset	Integrated chipset (Specify)		
Processor	Intel® Core i5-1235 G9 12 th Generation Processor or Later		
Processor Frequency	Intel: 4.4 GHz Max Turbo Frequency or Higher		
Cache	Intel: 12 MB L3 or Higher		
RAM	8GB of Single Channel, DDR4 System Memory, Upgradable to 16GB or Higher Capacity		
RAM Speed	3200 MHz, DDR4 or Higher		
Hard Disk	1TB SSD		
Graphics	Intel UHD Graphics		
Keyboard	Spill resistant keyboard		
Touch Pad	Multi-Gesture Touchpad, Supporting Two-Finger Scroll		
Audio	Integrated High-Definition Audio, Integrated Internal Speakers, Built-In Microphone		
Communications,	WLAN: 802.11ac, WPAN: Bluetooth 4.0		
Inbuilt Camera	720p HD Camera		
Expansion Options, PC Card I/O Ports	1 x USB 3.2 Gen 2 Type - C 3 x USB 3.2 Gen 1 Type A 1 x HDMI® Port, Microphone / Earphone - In jack, DC-In Jack for AC adapter		
Display Type	15.6 Inch Full HD Backlit Display		
Operating System	Windows 10 Pro (Factory loaded genuine)		
Application Software	-Sinhala and Tamil Unicode Software, -Commercial Anti-Virus with License for 3 Years -Microsoft Office professional 2021, -Libra Office 7.0 or higher and Acrobat reader		
Quality Stability and Reliability Tests of the	The quoted product should possess test reports of the following, Spill-resistant keyboard to Provides protection against		

Product Quoted	water spillage. (Should provide lab test as proof)		
Battery	Minimum 8 Hours Battery Life (standby mode) (Specify Type / mAh / Hours)		
Security	Kensington Lock Slot		
Accessories - The Carrying Bag	Should be 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)		
Manufacturer Authorization Certificate	Manufacturer Authorization Certificate should be provided (Originals should be provided on request)		
Warranty	Comprehensive on-site manufacturer authorized warranty for 36 months (Labor and Parts) Excluding Consumes.		
Additional Warranty Conditions	03-year warranty for Battery and 02 Years for power adaptor		
Warranty Information	A sticker with		
	-Supplier name		
	-Contact Numbers		
	-Date of Commissioning of Hardware		
	-Warranty period		
Brochure	Supplier should provide original brochure of make/model quoted as per above specification		

Name of Bidder -
(Insert complete name of Bidder)

Signature of Bidder -
(Signature of person signing the Bid)

Company Frank -

Technical Specifications for Laptop Computer i 7 - Annexure - 02

The Bidder shall fill the bidder's offer column. Bidder's failure to provide information requested in the bidder's offer column may be a reason for the rejection of the bid.

Item	Minimum Requirement	Bidder's Response	
		Yes/ No	If "No", Bidders Response
Make & Model	Please specify (should be branded)		
Country of manufacture	Please specify		
Country of origin	Please specify		
Form Factor	Business Laptop Computer (Manufacturer Confirmation must be attached)		
Chipset	Integrated chipset (Specify)		
Processor	Intel® Core i7-1165G7 12th Generation Processor or Later		
Processor Frequency	Intel: 4.7 GHz Max Turbo Frequency or Higher		
Cache	Intel: 24 MB or Higher		
RAM	16 GB of Single Channel, DDR4		
RAM Speed	3200 MHz, DDR4 or Higher		
Hard Disk	1TB SSD		
Graphics	NVIDIA GeForce RTX™ 3050 4GB DDR-6 Dedicated VGA		
Keyboard	Spill resistant keyboard		
Touch Pad	Multi-Gesture Touchpad, Supporting Two-Finger Scroll		
Audio	Integrated High-Definition Audio, Integrated Internal Speakers, Built-In Microphone		
Communications	WLAN: 802.11ac, WPAN: Bluetooth 4.0		
Inbuilt Camera	720p HD Camera		
Expansion Options, PC Card I/O Ports	1 x USB 3.2 Gen 2 Type *- C 2 x USB 3.0 Ports, 1 x HDMI® Port, Microphone / Earphone - In jack, DC-In Jack for AC adapter		
Display Type	15.6" Full HD 1920x1080 144Hz Display IPS Level		
Operating System	Windows 10 Pro (Factory loaded genuine)		
Application Software	-Sinhala and Tamil Unicode Software, -Commercial Anti-Virus with License for 3 Years -Microsoft Office professional 2021, -Libra Office 7.0 or higher and Acrobat reader		
Quality Stability	The quoted product should possess test		

and Reliability Tests of the Product Quoted	reports of the following, Spill- resistant keyboard to Provides protection against water spillage. (Should provide lab test as proof)		
Battery	Minimum 8 Hours Battery Life (standby mode) (Specify Type / mAh / Hours)		
Security	Kensington Lock Slot		
Accessories - The Carrying Bag	Should be 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)		
Manufacturer Authorization Certificate	Manufacturer Authorization Certificate should be provided (Originals should be provided on request)		
Warranty	Comprehensive on-site manufacturer authorized warranty for 36 months (Labor and Parts) Excluding Consumes.		
Additional Warranty Conditions	03-year warranty for Battery and 02 Years for power adaptor		
Warranty Information	A sticker with		
	-Supplier name		
	-Contact Numbers		
	-Date of Commissioning of Hardware		
	-Warranty period		
Brochure	Supplier should provide original brochure of make/model quoted as per above specification		

Name of Bidder -
(Insert complete name of Bidder)

Signature of Bidder -
(Signature of person signing the Bid)

Company Frank -

Technical Specification for Digital Photocopy Machine - Annexure - 03

The Bidder shall fill the bidder's offer column. Bidder's failure to provide information requested in the bidder's offer column may be a reason for the rejection of the bid.

Item	Minimum Specification	Bidders Respond
Make	Specify	
Model	Specify	
Country of Original & Country of Manufacture	Specify	
Year of Manufacture	Specify	
Condition	Should be Brand New	
Technology	Digital Monochrome	
Type	Digital – Max A3 Size Copy, Print & Scan	
Control Panel	Smart Touch Panel Minimum 6 inches	
Resolution - Copy / Print	600 x 600 dpi	
Machine Memory	2 GB or more	
Direct Wi-Fi Facility	Required (Machine work as Wi-Fi point when the network is down)	
Interface	Inbuilt Ethernet port (RJ 45) USB 2.0 port	
Printing	Duplex Printing (Tray & Bypass)	
Automatic Duplex Feeder	50 sheets	
Zoom	25% - 400% Zoom	
Paper Capacity	500 sheets x 2 Universal Cassettes for all Paper Sizes A3, A4, A5 (From 65 GSM to 80 GSM)	
Stack Bypass	100 Sheets or better	
Stand	Stand with wheels	
Coping & Printing Speed	25 or above ppm	
USB Thumb Drive Print	Direct USB Printing (PDF Required)	
Scanning to PC	Color network pull & push scanning (ability to search network computer & send scanned document from the copier panel) formats - PDF, JPEG, Compact PDF	
Electronic cross sorting	Required (Main tray & bypass)	
Booklet Printing mode	Required	
Min. 100 users ID code	For Copy, Print & Scan	
Warranty	Three years Comprehensive onsite Warranty	
Free Service	Minimum 6 services per year with in warranty period	
Should be attached manufacturer recommendation yield for Toner, Drum, Developer (Manufacturer recommendation on yield must be provided as proof)		
Toner	Min No. of copies 25,000	
Drum	Min No. of copies 100,000	
Developer, if required	Min No. of copies 100,000	
Toner	Price specify	
Drum	Price specify	
Developer, if required	Price specify	
Cost per Copy	(Text 6% of A4 Paper)	

Name of Bidder -
 (Insert complete name of Bidder)

Signature of Bidder - Company Frank -
 (Signature of person signing the Bid)

Technical Specifications for Desktop Computer i 5 - Annexure - 04

The Bidder shall fill the bidder's offer column. Bidder's failure to provide information requested in the bidder's offer column may be a reason for the rejection of the bid.

Features	Required Minimum Specification	Bidder's Compliance	
		Yes/No	If "No", Bidder's Response
Brand	Please specify (should be branded)		
Model	Please specify		
Country of Origin & Country of Manufacture / assembly	Please specify		
Processor	Intel® Core i5-12500 12th Generation Processor		
Base Frequency	3.0 GHz Actual clock speed up to Turbo Boost up to 4.6 GHz or Higher		
Cache	Intel 18 MB Smart Cache or Higher		
Video Controller	Intel UHD Graphics 670		
Form Factor	Business Desktop		
Chassis	Micro ATX Tower Casing with Locking Facility. (Mini Padlock with 3 Keys should be supplied)		
Chipset	Intel Express Chipset H Series or Higher Note: Bidder should clearly specify the chipset		
Motherboard	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 16 GB RAM		
Memory Dims	2 DIMM's		
Hard disk	1TB Serial SATA or above		
Keyboard	Standard Keyboard to be as same brand in English		
Mouse	Two buttons with scroll wheel optical Mouse with Mouse Pad		
Optical drive	SATA DVD Drive (+/-RW)		
Expansion slots	Minimum 2 Expansion Slots including 1 Nos. PCI x 16, (Specify)		
Network interface	Gigabit Ethernet Network Interface Card (10/100/1000) Internal Wi-Fi Card (2.4GHz and 5 GHz) - USB Dongle is not accepted		
I/O ports	- 04 x USB 3.2 Gen 1 - 04 x USB 2.0 - 01 x VGA - 01 x HDMI Port - 01 x RJ45		

	- 01 x Audio in/out		
Power Supply	180 W PFC, auto-sensing, 80 PLUS Or Higher Power Supply,		
Uninterruptible Power Supply (UPS)	Capacity 650VA		
Operating system	Windows 10 Pro Genuine License		
Application Software	- Sinhala and Tamil Unicode Software, - Commercial Anti-Virus with License for 3 Years - Microsoft Office professional 2021 - Libra Office 7.0 or higher and - Acrobat reader		
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 do so (Documentary evidence must be provided) - Valid ISO 9001: 2015 and ISO 14001:2015 - Offered Model must possess FCC or CE or Equal (certificates must be issued by original body through the Manufacturer. documentary evidence must be provided as proof & reports will be verified) with detailed information)		
Display	19.5" widescreen color LED monitor supporting resolutions FHD or better Should be as the same brand of the Desktop		
Manufacturer Experience	Manufacturer should have a minimum of 3 years' experience in manufacturing of the same brand. (Proof document should be attached)		
Manufacturer Authorization Certificate	Manufacturer Authorization Certificate should be provided. (Originals should be provided on request)		
Warranty	Comprehensive on-site manufacturer authorized warranty for 36 months (Labor & Parts) Excluding Consumes.		
Warranty Information	Should be fix a sticker with -Supplier name -Contact Numbers -Date of Commissioning of Hardware -Warranty period On all computers		
Brochure	Supplier should provide brochure of make/model quoted as per above specification		

Name of Bidder -

(Insert complete name of Bidder)

Signature of Bidder -

(Signature of person signing the Bid)

Company Frank -

Technical Specifications for Uninterrupted Line Interactive Power Supply (UPS) Annexure - 05
The Bidder shall fill the bidder's offer column. Bidder's failure to provide information requested in the bidder's offer column may be a reason for the rejection of the bid.

Item	Minimum Requirement	Bidder's Response	
		Yes/No	If "No", Bidders Response
Brand	(Specify)		
Model	(Specify)		
Country of Origin & Country of Manufacture /assembly	(Specify)		
Capacity	650VA		
Input Voltage	140 - 300VAC Single phase		
Frequency	50Hz		
Phase	Single + GND		
Output Voltage	230VAC +10% -10%		
Battery Mode	230VAC 10%		
Frequency	50Hz 1Hz (Battery Mode)		
Waveform	Simulated Sine Wave (Battery Mode)		
	Sine Wave (AC Mode)		
Transfer Time	2-6 MS		
Battery Type	12V/7 AH — 1pc		
Backup Time	7 ~ 20 minutes depending on load		
Recharge Time	90% capacity after 8 hours		
Surge Protection	Yes		
Overload	Line Mode 100 ~ 120% 5mins change to fault mode, 120% change to fault mode immediately		
Battery Management	Battery Mode 100 ~ 102%, 120% overloading		
	Prevent overcharging		
Alarm	Yes		
General NoiseLevel	40 dB		
Temperature	0°C ~ 40°		
Humidity	0 ~ 95% relative humidity		
Power Factor	Up to 0.7		
Warranty	03 Years Comprehensive Warranty including Battery		
Manufacture Experience	Manufacturer should have minimum of five years' experience in manufacturing of the same brand. (Proof document should be attached)		
Bidders Experience	The bidder should have successfully sold same similar product for last 3 years (Bidder should provide documentary evidence to support the above)		
Manufacturer	Manufacturer Authorization Certificate should be		

Name of Bidder -
(*Insert complete name of Bidder*)

Signature of Bidder -
(*Signature of person signing the Bid*)

Company Frank -

Technical Specifications

- The purpose of the Technical Specifications (TS), is to define the technical characteristics of the Goods and Related Services required by the Purchaser. The Purchaser shall prepare the detailed TS take into account that
- The TS constitute the benchmarks against which the Purchaser will verify the technical responsiveness of bids and subsequently evaluate the bids. Therefore, well defined TS will facilitate preparation of responsive bids by bidders, as well as examination, evaluation, and comparison of the bids by the Purchaser.
- The TS shall require that all goods and materials to be incorporated in the goods be new, unused, and of the most recent or current models, and that they incorporate all recent improvements in design and materials, unless provided for otherwise in the contract.
- The TS shall make use of best practices. Samples of specifications from successful similar procurements may provide a sound basis for drafting the TS.
- Standardizing technical specifications may be advantageous, depending on the complexity of the goods and the repetitiveness of the type of procurement. Technical Specifications should be broad enough to avoid restrictions on workmanship, materials, and equipment commonly used in manufacturing similar kinds of goods.
- Standards for equipment, materials, and workmanship specified in the Bidding Documents shall not be restrictive. Recognized standards should be specified as much as possible. Reference to brand names, catalogue numbers, or other details that limit any materials or items to a specific manufacturer should be avoided as far as possible. Where unavoidable, such item description should always be followed by the words “or substantially equivalent.” When other particular standards or codes of practice are referred to in the TS, a statement should follow other authoritative standards that ensure at least a substantially equal quality, then the standards mentioned in the TS will also be acceptable.
- Reference to brand names and catalogue numbers should be avoided as far as possible; where unavoidable the words “or at least equivalent” shall always follow such references.
- Technical Specifications shall be fully descriptive of the requirements in respect of, but not limited to, the following:
 - (a) Standards of materials and workmanship required for the production and manufacturing of the Goods.
 - (b) Detailed tests required (type and number).
 - (c) Other additional work and/or Related Services required achieving full delivery/completion.
 - (d) Detailed activities to be performed by the Supplier, and participation of the Purchaser thereon.

(e) List of detailed functional guarantees covered by the Warranty and the specification of the liquidated damages to be applied in the event that such guarantees are not met.

- The TS shall specify all essential technical and performance characteristics and requirements, including guaranteed or acceptable maximum or minimum values, as appropriate. Whenever necessary, the Purchaser shall include an additional ad-hoc bidding form (to be an Attachment to the Bid Submission Sheet), where the Bidder shall provide detailed information on such technical performance characteristics in respect to the corresponding acceptable or guaranteed values.

When the Purchaser requests that the Bidder provides in its bid a part or all of the Technical Specifications, technical schedules, or other technical information, the Purchaser shall specify in detail the nature and extent of the required information and the manner in which it has to be presented by the Bidder in its bid.

The Bidders shall provide details of compliance to the technical specifications by filling complete information in the column 'Bidder's Offer' in the 'Technical Specification with Column Bidders Offer' forms provided in this Section. Bidder's failure to provide the Information requested in the column 'Bidder's Offer' may be a reason for the rejection of the bid. If any discrepancy is observed between the information provided by the bidder in the column Bidder's Offer and the other technical information attached to the bid, the information provided herein shall take Precedence.

Section V-Quotation Submission Form

Procurement of Laptop and other Equipment for South Asian Center for Teacher Development, Meepe. Contract No: SACTD/05/G3/2024

Date:

To: **Director General, South Asian Center for Teacher development, Meepe, Padukka.**

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

**Procurement of Laptop and other Equipment for South Asian Center for Teacher
Development, Meepe.
Contract No: SACTD/05/G3/2024**

(c)

No.	Description of Goods	Quantity
01	Laptop computer i 5	06
02	Laptop computer i 7	01
03	Photocopier	01
04	Desktop computers i 5	02
05	UPS	02

- (d) Total Price of our Bid before VAT, including any discounts offered is:
.....
..... [Insert the total bid price in words and figures];
- (e) Total price of our Bid after VAT, including any discounts offered is:
.....
..... [Insert the total bid price in words and figures];
- (f) 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;
- (g) We understand that this quotation, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us.
- (h) We agree with provision of Liquidated damages which is 0.5% of the contract price per week, maximum up to 10%.
- (i) We understand that you are not bound to accept the lowest evaluated quotation or any other quotation that you may receive.

- (j) We hereby agree to submit a Bid-Securing Declaration. (**Annexure 07**)
- (k) Performance security shall be required Ten percent (10%) of the contract value. (Soon after contract is awarded) After delivery and acceptance of the Goods, the performance security shall be released. – (**Annexure 08**)
- (l) Payment will be done by SACTD, after the receive invoice and inspection report.

Signed:.....

[Insert signature of person whose name and capacity are shown]

Name:.....

[Insert complete name of person signing the Bid Submission Form]

Company Frank:

Dated:

Bid-Securing Declaration

[Note: the purchaser is required to fill the information marked as "*" and delete this note prior to selling of the bidding document]

[The Bidder shall fill in this form in accordance with the instructions indicated in brackets]

Date: ----- [insert date by bidder]

*Name of contract — [insert name]

*Contract Identification N^o: ----- [insert number]

*Invitation for Bid No.: ----- insert number]

***To: Director General, South Asian Center for teacher Development**

We, the undersigned, declare that:

1. We understand that, according to instructions to bidders (hereinafter "the ITB"), bids must be supported by a bid-securing declaration;
2. We accept that we shall be suspended from being eligible for contract award in any contract where bids have being invited by any of the Procuring Entity as defined in the Procurement Guidelines published by National Procurement Agency of Sri Lanka, for the period of time of *three years* starting on *the latest date set for closing of bids of this bid*, if we:
 - (a) withdraw our Bid during the period of bid validity period specified; or
 - (b) do not accept the correction of errors in accordance with the Instructions to Bidders of the Bidding Documents; or
 - (c) having been notified of the acceptance of our Bid by you, during the period of bid validity, (i) fail or refuse to execute the Contract Form, if required, or (ii) fail or refuse to furnish the performance security, in accordance with the ITB.
3. We understand this bid securing shall expire if we are not the successful bidder, upon the earlier of (i) our receipt of a copy of your notification to the Bidder that the bidder was unsuccessful; or (ii) twenty-eight days after the expiration of our bid.
4. We understand that if we are a JV, the Bid Securing Declaration must be in the name of the JV that submits the bid. If the JV has not been legally constituted at the time of bidding, the Bid Securing Declaration shall be in the names of all future partners as named in the letter of intent.

Signed [insert signature(s) of authorized representative] In the Capacity of [insert title] Name [insert printed or typed name]

Duly authorized to sign the bid for and on behalf of [insert authorizing entity] Dated on [insert day] day of [insert month], [insert year]

Manufacturer's Authorization

[If requested under ITV clause 7.3 the, Bidder shall require the Manufacturer to fill in this Form in accordance with the instructions indicated.]

Date:

**Director General,
South Asian Center for Teacher development, 'Meepe',
Padukka**

We[Insert complete name of Manufacture],
who are official manufactures of[insert type of goods
manufactured], having factories at[insert full address of
Manufacturer's factories], do hereby authorize[insert complete name of Bidder]
to submit a quotation the purpose of which is to provide the following Goods, manufactured by us
.....[insert name and or brief description of the Goods], and to
subsequently negotiate and supply the goods.

We hereby extend our full guarantee and warranty, with respect to the Goods offered by the above firm.

Signed:
[Insert signature(s) of authorized representative(s) of the Manufacturer]

Name:
[Insert complete name(s) of authorized representative(s) of the Manufacturer]

Title :.....
[Insert title]

Duly authorized to sign this Authorization on behalf of: [Insert complete name of Bidder]

Dated onday of,[Insert date of signing]

Performance Security

Annexure - 08

[Note: the Employer is required to fill the information marked as "*" and delete this note prior to selling of the bidding document]

[The issuing agency, as requested by the successful Bidder, shall fill in this form in accordance with the instructions indicated]

----- [Issuing Agency's Name, and Address of Issuing Branch or Office] -----

***Beneficiary: Director General, South Asian Center for Teacher Development, "Meepe", Padukka.**

Date: -----

PERFORMANCE GUARANTEE No.: -----

We have been informed that ----- [name of Service Provider] (hereinafter called "the Service Provider") has entered into Contract No. ----- [reference number of the contract]

dated ----- with you, for the ----- Supply of ----- [name of contract and brief description] (hereinafter called "the Contract").

Furthermore, we understand that, according to the conditions of the Contract, a performance guarantee is required.

At the request of the Service Provider, we ----- [name of Agency] hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of [amount in figures] (-----)

[amount in words], such sum being payable in the types and proportions of currencies in which the Contract Price is payable, upon receipt by us of your first demand in writing accompanied by a written statement stating that the Contractor is in breach of its obligation(s) under the Contract, without your needing to prove or to show grounds for your demand or the sum specified therein.

This guarantee shall expire, no later than the day of, 20. [insert date, 28 days beyond the scheduled completion date including the warranty period] and any demand for payment under it must be received by us at this office on or before that date.

.....
[signature(s)]