



UNIVERSITY OF VAVUNIYA  
Procurement of Goods  
Under  
National Shopping Procedures

Invitation of Bids  
For  
**PROCUREMENT OF SERVER**

**Procurement No: UV/F/NCB/02/2024**

**From:**  
**The Chairman,**  
**Department Procurement Committee**  
**University of Vavuniya,**  
**Pambaimadu,**  
**Vavuniya.**

**To:**

.....  
.....  
.....

## 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. 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>B: Contents of Documents</b>	
<b>2. Contents of Documents</b>	2.1 The documents consist of the Sections indicated below. <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</li> <li>• Section V: Quotation submission Form(s)</li> <li>• Section VI: Standard Forms</li> </ul>
<b>C: Preparation of Quotation</b>	
<b>3. Documents Comprising your Quotation</b>	3.1 The Quotation shall comprise the following: <ol style="list-style-type: none"> <li>(a) Quotation Submission Form and the Price Schedules;</li> <li>(b) Technical Specifications and Compliance with Specifications.</li> </ol>
<b>4. Quotation</b>	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.
<b>5. Prices and Discounts</b>	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. 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 bid submitted with an adjustable price shall be treated as non-responsive may rejected.

<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 ninety (90) 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 the vendor or 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 post or by hand in sealed envelope addressed to the Purchaser bearing 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> <p>10.3 All the bids should be accompanied by a bid security as specified in the Data Sheet. Quotations without the valid bid security will be rejected.</p> <p>10.4 Unregistered Suppliers with the University of Vavuniya can also participate to the bid, subject to provide business registration certificate along with the quotation.</p>
<b>11. Deadline for</b>	11.1 Quotation must be received by the Purchaser at the address set out

<b>Submission of Quotation</b>	in Section II, "Data Sheet", and no later than the date and time as specified in the Data Sheet.
<b>12. Late Quotation</b>	12.1 The Purchaser shall reject any quotation that arrives after the deadline for submission of quotations, in accordance with ITV Clause 11.1 above.
<b>13. Opening of Quotations</b>	13.1 The Purchaser shall conduct the opening of quotation in public at The address, date and time specified in the Data Sheet.  13.2. A representative of the bidders with their identification may be present and mark his attendance.
<b>14. Clarifications</b>	14.1 To assist in the examination, evaluation and comparison of the quotations, the Purchaser may, at its discretion, ask any vendor for a clarification of 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 written.
<b>15. Responsiveness of Quotations</b>	15.1 The Purchaser will determine the responsiveness of the quotation to the documents based on the contents of the quotation received.  15.2 If a quotation is evaluated as not substantially responsive to the documents issued, it may be rejected by the Purchaser.
<b>16. Evaluation of quotation</b>	16.1 The Purchaser shall evaluate quotation by each item (100% required quantity) that has been determined, to be substantially responsive.  16.2. To evaluate a quotation, the Purchaser may consider the following: <ul style="list-style-type: none"> <li>(a) the Price as quoted;</li> <li>(b) price adjustment for correction of arithmetical errors;</li> <li>(a) Price adjustment due to discounts offered.</li> </ul> 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.  16.4 The Chairman, Department Procurement Committee (DPC), University of Vavuniya, shall have the right to accept or reject any bid and at his discretion either to increase or decrease by 25% of

	the actual quantity to be purchased.
<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.
<b>F: Award of Contract</b>	
<b>18. Acceptance of the Quotation</b>	18.1 The Purchaser will accept the prices of the items from the quotation of the vendor whose offer has been determined to be evaluated bid based on the price, quantity & other condition.
<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 the bid has been accepted.
<b>20. Performance Security</b>	<p>20.1 Amount of Performance Security required is 10% of the Initial Contract Price.</p> <p>20.2 Performance security shall be issued by an agency acceptable to Employer using the form for Performance Security (unconditional on demand guarantee) included in this document. This deposit can be made by way of a bank guarantee valued for 90 days.</p> <p>20.3 The agency acceptable to Employer is a Licensed Commercial bank operating in Sri Lanka.</p>
<b>21. Liquidated Damages</b>	21.1 If the Supplier fails to deliver part or all of the Goods or perform the Related Services within the given period as specified in the Contract, the Purchaser may deduct a sum equivalent to 0.05 % per day of the price of the delayed supply or unperformed Services from the Contract Price, as liquidated damages,. Maximum deduction of the percentage is 10% of the contract value and once the maximum is reached, the Purchaser may terminate the Contract.
<b>22. Payment</b>	<p>22.1 No transport charges will be made.</p> <p>22.2 Payment will be made after supplying and installing of the items according to the specifications and other conditions stipulated in the bidding document.</p> <p>22.3 <b><u>1<sup>st</sup> Installment:</u></b> 90% of the contract value shall be paid after inspection and the satisfactory completed and supply of other items in the Procurement Notice.</p> <p><b><u>2<sup>nd</sup> and last Installment:</u></b> The balance 10% of the contract value shall be paid after expiry of <b><u>sixty days</u></b>.</p> <p>Payment will be made by cheque drawn in favour of the Business name of the bidder with "Account Payee only" Crossing</p>

## Section II: Data Sheet

ITV Clause Reference					
1.1	The Purchaser is: <b>-The Chairman, Department Procurement Committee, University of Vavuniya.</b> Address: <b>-Pambaimadu , Vavuniya.</b>				
7.3	Manufacture's Authorization is required as attached format.				
10.3	<p><b>Bid security</b> shall be</p> <ul style="list-style-type: none"> <li>• Issued by an agency acceptable to Employer using the form for bid security (unconditional on demand guarantee) included in the bid document for <b>120 days.</b></li> <li>• For an amount given below:</li> </ul> <table border="1" style="margin-left: 40px;"> <thead> <tr> <th style="text-align: center;">Item</th> <th style="text-align: center;">Bid security amount (Rs.)</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Server</td> <td style="text-align: center;">Rs.60,000.00</td> </tr> </tbody> </table> <ul style="list-style-type: none"> <li>• The agencies acceptable to Employer is a Licensed Commercial bank operating in Sri Lanka; or Instead of Guarantee, Cash deposit at Shroff counter, University of Vavuniya is acceptable.</li> </ul>	Item	Bid security amount (Rs.)	Server	Rs.60,000.00
Item	Bid security amount (Rs.)				
Server	Rs.60,000.00				
11.1	<p>Address for submission of Quotations is: <b>The Chairman, Department of Procurement Committee, University of Vavuniya, Pambaimadu, Vavuniya.</b></p> <p><b>Bids should be submitted in duplicate and in separate envelopes.</b> Both envelopes should be enclosed in one and securely sealed cover and the following words should be clearly written on the <b>top left-hand corner of the envelopes in which the bids are enclosed as appropriate "Procurement of Server UV/F/NCB/02/2024 – 14<sup>th</sup> October, 2024 at 2.00 pm"</b></p> <p>Deadline for submission of quotations is: <b>14<sup>th</sup> October,2024 at 2.00 pm.</b></p>				
013	<p>The quotations shall be opened at the following address: <b>On 14<sup>th</sup> October, 2024 at 3.00 pm.</b> <b>The Board Room, University of Vavuniya, Pambaimadu, Vavuniya.</b></p> <p>The items should be delivered to the following address: <b>Faculty of Business Studies, University of Vavuniya, Mannar Road, Pambaimadu. T. Phone No. 0242220299</b></p>				
16.1	<p>Other factors that will be considered for evaluation are:</p> <ol style="list-style-type: none"> <li>i) Required specification</li> <li>ii) Warranty period if any</li> <li>iii) After sales service if applicable</li> <li>iv) Experience in relevant business/Field</li> </ol>				

### Section III: Schedule of Requirements

Item No	Description of Goods	Qty	Unit	Final Destination	Delivery Date	
					Latest Delivery Period	Bidder's Response
01	Server	01	Nos	Library University of Vavuniya, Mannar Road, Pambaimadu.	8 weeks from the date of award of the contract	

Signature of the Bidder: .....

Name of the Bidder.....

TP No.

Date:

Rubber Stamp

## Section IV: Technical Specification & Compliance

Specification for Server

Qty. Required -01 Nos.

Technical Specifications in Seven Pages				
<b>Make</b>				
<b>Model</b>				
<b>Country of Origin</b>				
Item Specifications		Conformity		Bidder's response if no only
		Yes	No	
Chassis	1U Rack Mountable			
Processor	Intel(R) Xeon(R) Gold 5317 CPU @ 3.00GHz 12 core(s), 18MB L3 Cache, 150W Power, UPI 3 @ 11.2 GT/s, DDR4 2933MT/s, SGX Enclave size 64GB			
Number of Processor	02 Required			
DIMM Slots Available	32 Slots for DDR4 Smart memory 16 DIMM slots per processor, 8 channels per processor, 2 DIMMs per channel			
Maximum Capacity memory (LRDIMM)	Supports 8TB (32 x 256 GB LRDIMM @ 3200 MT/s)			
Maximum Capacity memory (RDIMM)	Supports 2TB (32 x 64 GB RDIMM @ 3200 MT/s)			
Required Memory	512GB DDR4			
Hard Disk Drive	Hot Plug SSD 3 x 300GB SAS 12G Mission Critical 10K SFF drives 4 x 1.2TB SAS 12G Mission Critical 10K SFF drives should be included			
Optical drive	SATA DVD-RW Optical Drive			
Controller	Server should support two M.2 drives OS Boot Device with Hardware RAID 1			



	<p>Should support one of the below controllers, must support Mixed Mode which combines RAID and HBA mode operation simultaneously:</p> <p>PCIe 4.0 based x16 RAID controller with 8GB Flash backed write cache,</p> <p>Should support RAID 0, 1, 1 TP, 10, 10 TP, 5, 6, 50, 60 with 32 SAS/SATA/NV Me lanes supporting up to 32 direct-connected storage devices (SAS/SATA/NV Me). Controller must support 6G SATA, 6G/12G/24G SAS, Gen 3/Gen4 NV Me. Storage controller should support Secure encryption/data at rest Encryption</p>			
Graphics	<p>Integrated video standard</p> <p>Video modes up to 1920 x 1200 @ 60 Hz (32 bpp)</p> <p>16 MB Video Memory</p> <p>32 MB Flash</p> <p>4 Gbit DDR3 with ECC protection</p>			
Networking features	<p>Server should support below networking cards:</p> <ol style="list-style-type: none"> <li>1. 1Gb 4-port network adaptors</li> <li>2. 10Gb 2-port Ethernet adaptor</li> <li>3. 10Gb 4-port Ethernet Adapter</li> <li>4. 10GBaseT 2-port Ethernet adaptor</li> <li>5. 10/25Gb 2-port SFP28 Ethernet adaptor</li> <li>6. 10/25Gb 4-port SFP28 Ethernet adaptor</li> <li>7. 100Gb QSFP28 Ethernet</li> <li>8. 100Gb 2-port QSFP56 Ethernet</li> <li>9. 200Gb QSFP56 Ethernet</li> <li>9. Pensando Distributed Services Platform DSC-25 Enterprise 10/25Gb</li> </ol>			

	2-port SFP28 Card InfiniBand Options: 100Gb or 200Gb Single or Dual port Adapter .			
Network Card Required	1 x 10G/1Gb 4-port BASE-T Adapter should be included			
Interfaces	Serial - 1 (Optional) 1 front 1 Front - Display port (optional) 1 Rear - VGA port (standard on all models) Notes: Both ports are not active simultaneously.			
Bus Slots	Server should support up to three PCI-Express 3.0 slots, 2 x16 PCIe slots			
Power Supply	Should support hot plug redundant low halogen power supplies with minimum 94% efficiency. 200-240 VAC 2 x 500W Flex Slot Platinum Hot Plug Low Halogen Power Supply Kits should be included			
Fans	Redundant hot-plug system fans			
Industry Standard Compliance	ACPI 6.3 Compliant PCIe 4.0 Compliant WOL Support Microsoft® Logo certifications PXE Support USB 3.0 Compliant USB 2.0 Compliant (only on optional Universal Media Bay) SMBIOS 3.2 Redfish API IPMI 2.0 Secure Digital 4.0 TPM 1.2 and 2.0 support Advanced Encryption Standard (AES)			

	<p>Triple Data Encryption Standard (3DES)</p> <p>SNMP v3</p> <p>TLS 1.2</p> <p>DMTF Systems Management Architecture for Server Hardware Command Line (SMASH CLP)</p> <p>Active Directory v1.0</p> <p>ASHRAE A3/A4</p> <p>UEFI (Unified Extensible Firmware Interface Forum) 2.6</p>			
System Security	<p>UEFI Secure Boot and Secure Start support</p> <p>Immutable Silicon Root of Trust</p> <p>FIPS 140-2 validation</p> <p>Common Criteria certification</p> <p>Configurable for PCI DSS compliance</p> <p>Advanced Encryption Standard (AES) and Triple Data Encryption Standard (3DES) on browser</p> <p>Support for Commercial National Security Algorithms (CNSA)</p> <p>Management Security Modes</p> <p>Smart card (PIV/CAC) and Kerberos based 2-factor Authentication</p> <p>Tamper-free updates - components digitally signed and verified</p> <p>Secure Recovery - recover critical firmware to known good state on detection of compromised FW</p> <p>Ability to rollback firmware</p> <p>Secure erase of NAND</p> <p>TPM (Trusted Platform Module)</p> <p>Bezel Locking Kit</p> <p>Chassis Intrusion detection option</p>			
Operating Systems and Virtualization Software Support	<p>Microsoft Windows Server</p> <p>Red Hat Enterprise Linux (RHEL)</p> <p>SUSE Linux Enterprise Server (SLES)</p>			

	Proxmox VMware Pfsense Free BSD			
Secure encryption	System should support Encryption of the data (Data at rest) on both the internal storage and cache module of the array controllers (supported models) using encryption keys. Should support local key management for single server and remote key management for central management for enterprise-wide data encryption deployment.			
Provisioning	1. Should support tool to provision server using RESTful API to discover and deploy servers at scale 2, Provision one to many servers using own scripts to discover and deploy with Scripting Tool (STK) for Windows and Linux or Scripting Tools for Windows PowerShell			
Firmware security	1. For firmware security, system should support remote management chip creating a fingerprint in the silicon, preventing servers from booting up unless the firmware matches the fingerprint. This feature should be immutable  2. Should maintain repository for firmware and drivers recipes to aid rollback or patching of compromised firmware. Should also store Factory Recovery recipe preloaded to rollback to factory tested secured firmware			
Embedded Remote	1. System remote management			

<p>Management and firmware security</p>	<p>should support browser based graphical remote console along with Virtual Power button, remote boot using USB/CD/DVD Drive. It should be capable of offering upgrade of software and patches from a remote client using Media/image/folder; It should support server power capping and historical reporting and should have support for multifactor authentication</p> <ol style="list-style-type: none"> <li>2. Server should have dedicated 1Gbps remote management port</li> <li>3. Server should have storage space earmarked to be used as a repository for firmware, drivers and software components. The components can be organized in to install sets and can be used to rollback/patch faulty firmware</li> <li>3. Server should support agentless management using the out-of-band remote management port</li> <li>4. The server should support monitoring and recording changes in the server hardware and system configuration. It assists in diagnosing problems and delivering rapid resolution when system failures occur</li> <li>5. Applications to access the server remotely using popular handheld devices based on Android or Apple IOS should be available</li> <li>6. Remote console sharing up to 6 users simultaneously during pre-OS and OS runtime operation, Console replay - Console Replay captures and stores for replay the console video</li> </ol>			
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	<p>during a server's last major fault or boot sequence. Microsoft Terminal Services Integration, 128-bit SSL encryption and Secure Shell Version 2 support. Should provide support for AES and 3DES on browser. Should provide remote firmware update functionality. Should provide support for Java free graphical remote console.</p> <p>7. Should support managing multiple servers as one via</p> <ul style="list-style-type: none"> <li>Group Power Control</li> <li>Group Power Capping</li> <li>Group Firmware Update</li> <li>Group Configuration</li> <li>Group Virtual Media and Encrypted Virtual Media</li> <li>Group License Activation</li> </ul> <p>8. Should support RESTful API integration</p> <p>9. System should support embedded remote support to transmit hardware events directly to OEM or an authorized partner for automated phone home support</p> <p>10. Server should have security dashboard: displaying the status of important security features, the Overall Security Status for the system, and the current configuration for the Security State and Server Configuration Lock features.</p> <p>11. One-button Secure Erase designed to decommission/repurpose servers</p> <p>12. NVMe wear level display</p> <p>13. Workload Performance Advisor -</p>			
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	Provides server tuning recommendations to improve server performance			
Server Management	Software should support dashboard view to quickly scan the managed resources to assess the overall health of the data center. It should provide an at-a-glance visual health summary of the resources user is authorized to view.			
	The Dashboard minimum should display a health summary of the following: <ul style="list-style-type: none"> <li>• Server Profiles</li> <li>• Server Hardware</li> <li>• Appliance alerts</li> </ul>			
	The Systems Management software should provide Role-based access control			
	Zero Touch Provisioning (ZTP) using SSDP with remote access			
	Management software should support integration with popular virtualization platform management software like VMware vCenter & vRealize Operations, and Microsoft System Center & Admin Center			
	Should help provide proactive notification of actual or impending component failure alerts on critical components like CPU, Memory and HDD.			
	Should provide an online portal that can be accessible from anywhere. The portal should provide one stop, online access to the product, support information and provide information to track warranties, support contract and status. The Portal should also			

	provide a personalized dashboard to monitor device health, hardware events, contract and warranty status. Should provide a visual status of individual devices and device groups. The Portal should be available on premise (at our location - console based) or off premise (in the cloud).			
	Should help to proactively identify out-of-date BIOS, drivers, and Server Management agents and enable the remote update of system software/firmware components.			
	Should have dashboard for firmware baselines while performing minimum required firmware checks and highlighting out-of-compliance devices for updates with the selected firmware baseline			
	The Server Management Software should be of the same brand as of the server supplier.			
Warranty	03 years Comprehensive			
<b>Unit Price</b>				
<b>VAT</b>				
<b>Unit Price with VAT</b>				
<b>Total Price</b>				



**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 have accepted.]

Date:

To: University of Vavuniya.

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 figure]
- (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]

Date:

Rubber Stamp

## Price Schedule

No	Description of Goods	1	2	3	4	5
		Qty (Nos)	Unit Price	VAT	Price with VAT (2+3)	Total (1x4)
01	Server	01				

***VAT Registration Number if any***

We agree to supply 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 Bids.

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

Company Name: ..... Signature:.....

Name of the authorized person: ..... Date: .....

Address: .....  
.....  
.....

**Section VI**  
**Standard Forms**  
**Form of Performance Security**  
**(Unconditional)**

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

**Beneficiary: "The Chairman, Department of Procurement Committee"**  
**University of Vavuniya.**  
**Pambaimadu,**  
**Vavuniya.**

Date: -----

**PERFORMANCE GUARANTEE No:** -----

We have been informed that ..... [Name of Contractor] (Hereinafter called "the Contractor") has entered into Contract No. .... [Reference number of the contract] dated..... with you, for the..... [Name of the Contract] (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 Contractor, we ..... [Name of Agency] hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of ..... [Amount in words] (.....) [amount in figures], 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 ..... 2020 [insert date, 30 days beyond the intended date of Completion] and any demand for payment under it must be received by us at this office on or before that date.

.....

[Signature(s)]

## **Form of Bid Security**

*[This Guarantee form shall be filled in accordance with the instructions indicated in brackets]*

**Issuing Agency:** .....

*.. [insert issuing agency's name and address of Issuing branch or Office]*

**Beneficiary: "The Chairman, Department of Procurement Committee"**

**University of Vavuniya,  
Pambaimadu, Vavuniya.**

**Date:**.....*[insert (by issuing agency) date]*

**BID GURANTEE No:**.....*[insert (by issuing agency) number]*

We have been informed that ..... *[Insert (by issuing agency) name of the Bidder]* (Hereinafter called "the Bidder") has submitted to you its bid dated..... *[Insert (by issuing agency) date]* (Hereinafter called "the Bid") for the execution of .....*[Insert name of Contract]*

Furthermore, we understand that, according to the conditions, Bids must be supported by a Bid Guarantee.

At the request of the Bidder, we ..... *[Insert name of issuing agency]* hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of ..... *[Insert amount in words]*(..... ..  
... ..) *[amount in figures]* upon receipt by us of your first demand in writing accompanied by a written statement stating that the Bidder is in breach of its obligation(s) under the bid conditions, because the Bidder:

- a) Has withdrawn its Bid during the period of bid validity specified; or
- b) does not accept the correction of errors in accordance with the Instructions to Bidders(hereinafter "the ITB"); or
- c) having been notified of the acceptance of its Bid by the Employer during the period of bid validity, (i) fails or refuses to execute the Contract Form, if required, or (ii) fails or refuse to furnish the Performance Security, in accordance with the ITB.

This guarantee will remain in force up to ..... *(Insert date as at Invitation for Bid)*

Consequently, any demand for payment under this Guarantee must be received by us at the office on or before that date.

.....  
*[Signature(s) of authorized representative(s)]*

# 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:

WHEREAS

We ..... [insert complete name of Manufacturer], who are official manufacturers 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 on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ [insert date of signing]