



UNIVERSITY OF VAVUNIYA
Procurement of Goods
Under
National Shopping Procedures

Invitation of Bids
For
PROCUREMENT OF COMPUTER
AND OTHER ITEMS

Procurement No: UV/F/NCB/05/2024

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

To:

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

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	2.1 The documents consist of the Sections indicated below. <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) • Section VI: Standard Forms
C: Preparation of Quotation	
3. Documents Comprising your Quotation	3.1 The Quotation shall comprise the following: <ul style="list-style-type: none"> (a) Quotation Submission Form and the Price Schedules; (b) Technical Specifications and Compliance with Specifications.
4. Quotation	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. 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.
6. Currency	6.1 The vendors shall quote only in Sri Lanka Rupees.

<p>7. Documents to Establish the Conformity of the Goods</p>	<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>
<p>8. Period of Validity of quotation</p>	<p>8.1 Quotations shall remain valid for the period of ninety (90) days after the quotation submission deadline date.</p>
<p>9. Format and Signing of Quotation</p>	<p>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.</p>
<p>D: Submission and Opening of Quotation</p>	
<p>10. Submission of Quotation</p>	<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>
<p>11. Deadline for Submission of Quotation</p>	<p>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.</p>
<p>12. Late Quotation</p>	<p>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.</p>
<p>13. Opening of Quotations</p>	<p>13.1 The Purchaser shall conduct the opening of quotation in public at the address, date and time specified in the Data Sheet.</p>

	13.2. A representative of the bidders with their identification may be present and mark his attendance.
E: Evaluation and Comparison of Quotation	
14. Clarifications	<p>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.</p> <p>14.2 The Purchaser's request for clarification and the response shall be in written.</p>
15. Responsiveness of Quotations	<p>15.1 The Purchaser will determine the responsiveness of the quotation to the documents based on the contents of the quotation received.</p> <p>15.2 If a quotation is evaluated as not substantially responsive to the documents issued, it may be rejected by the Purchaser.</p>
16. Evaluation of quotation	<p>16.1 The Purchaser shall evaluate quotation by each item (100% required quantity) that has been determined, to be substantially responsive.</p> <p>16.2. To evaluate a quotation, the Purchaser may consider the following:</p> <ul style="list-style-type: none"> (a) the Price as quoted; (b) price adjustment for correction of arithmetical errors; (a) Price adjustment due to discounts offered. <p>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.</p> <p>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.</p>
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 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.
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 the bid has been accepted.

<p>20. Performance Security</p>	<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>
<p>21. Liquidated Damages</p>	<p>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.</p>
<p>22. Payment</p>	<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 <u>1st Installment:</u> 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><u>2nd and last Installment:</u> The balance 10% of the contract value shall be paid after expiry of <u>sixty days</u>.</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: - The Chairman, Department Procurement Committee, University of Vavuniya. Address: - Pambaimadu, Vavuniya.									
7.3	Manufacture’s Authorization is required as attached format.									
10.3	<p>Bid security shall be</p> <ul style="list-style-type: none"> • Issued by an agency acceptable to Employer using the form for bid security (un-conditional on demand guarantee) included in the bid document for 120 days. • For an amount given below: <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="text-align: center;">Item</th> <th style="text-align: center;">Bid Security Amount (Rs.)</th> </tr> </thead> <tbody> <tr> <td>Desktop Computer</td> <td style="text-align: center;">Rs.50,000.00</td> </tr> <tr> <td>UPS 1.2KVA</td> <td style="text-align: center;">Rs.10,000.00</td> </tr> <tr> <td>High Performance Computer</td> <td rowspan="2" style="text-align: center;">Rs.40,000.00</td> </tr> <tr> <td>4-Bay Network Attached Storage Drive</td> </tr> </tbody> </table> <ul style="list-style-type: none"> • The agencies acceptable to Employer is a Licensed Commercial bank operating in Sri Lanka; 	Item	Bid Security Amount (Rs.)	Desktop Computer	Rs.50,000.00	UPS 1.2KVA	Rs.10,000.00	High Performance Computer	Rs.40,000.00	4-Bay Network Attached Storage Drive
Item	Bid Security Amount (Rs.)									
Desktop Computer	Rs.50,000.00									
UPS 1.2KVA	Rs.10,000.00									
High Performance Computer	Rs.40,000.00									
4-Bay Network Attached Storage Drive										
11.1	<p>Address for submission of Quotations is: The Chairman, Department of Procurement Committee, University of Vavuniya, Pambaimadu, Vavuniya.</p> <p><i>Please indicate the “Procurement of Computer and other items UV/F/NCB/05/2024 –13thDecember, 2024 at 10.00 am” on the top left-hand corner of the envelope.</i></p> <p>Deadline for submission of quotations is: 13thDecember, 2024 at 10.00 am.</p>									
013	<p>The quotations shall be opened at the following address: On 13thDecember, 2024at 10.00 am. The Board Room, University of Vavuniya, Pambaimadu, Vavuniya.</p> <p>The items should be delivered to the following address: University of Vavuniya, Mannar Road, Pambaimadu. T. Phone No. 0242220299</p>									
16.1	<p>Other factors that will be considered for evaluation are:</p> <ol style="list-style-type: none"> i) Required specification ii) Warranty period if any iii) After sales service if applicable iv) Experience in relevant business/Field 									

Section III: Schedule of Requirements

Item No	Description of Goods	Quantity	Final Destination	Delivery Date	
				Latest Delivery Period	Bidder's Response
01	Desktop Computer	50 Nos	University of Vavuniya, Mannar Road, Pambaimadu.	2 weeks from the date of award of the contract	
02	UPS 1.2KVA	50 Nos			
03	High Performance Computer	01 No			
04	4-Bay Network Attached Storage Drive	02 Nos			

Signature of the Bidder:

Name of the Bidder.....

TP No.

Date:

Official Rubberstamp

Section IV: Technical Specification and Compliance

University of Vavuniya

Technical Specification for Desktop Computers

Qty. Required-50 Nos.

Technical Specification in Three pages				
Make				
Model				
Country of Origin				
	Item Specification	Conformity		Bidder's Response if only
		Yes	No	
Processor Type	<ul style="list-style-type: none"> • Intel Core i5 or equivalent • Cores/Threads: 6/12 or better • Instruction Set: 64-bit • Generation: 12 (or later) 			
External Rated Clock Speed	<ul style="list-style-type: none"> • Base Frequency (Performance core): 3.0 GHz (or faster) • Max Turbo Frequency (Performance core): 4.40 GHz (or faster) (Over clock configurations will not be considered) 			
Internal Cache Memory	<ul style="list-style-type: none"> • Level 3 Cache – 16 MB (or larger) 			
Type and Architecture	<ul style="list-style-type: none"> • System board should be compatible with the proposed processor chipset. (Note: Proposed chipset must be certified by the processor manufacturer as compatible with the processor) 			
Main Memory	<ul style="list-style-type: none"> • Capacity: 8 GB (or higher) – (1 x 08 GB or higher) • Speed: DDR4-3200 MT/s (or faster) 			
Graphic Adapter and Interface	<ul style="list-style-type: none"> • • Card: Integrated hardware graphic accelerator • • Memory: 2 GB shared graphic memory (or higher) • • Video Ports: HDMI, VGA, Display port (Optional) 			
Network Interface	<ul style="list-style-type: none"> • 10/100/1000 Mbps full-duplex Ethernet Port with RJ45 connector • Internal Wi-Fi 6 Wireless Card 			

IO Ports	<ul style="list-style-type: none"> • PCI Ports: At least 1 un -used PCI Express expansion ports confirming to PCI Express Ver 4.0 (PCIe × 4.0) or later specifications. • USB Ports: At least 6 ports, 2 of which confirming to USB Ver. 3.0 specification (or higher), Front Panel should include at least 3 ports. • SATA Ports: At least 2 SATA ports • Serial Port: At least 1 serial port 			
Hard Disk Drive	<ul style="list-style-type: none"> • Type: SSD • Interface: SATA • Capacity: 240 GB (or higher) 			
Audio Interface	<ul style="list-style-type: none"> • High-definition audio • Front panel: Combo jack • Rear panel: Audio-out, • Microphone-in, Line-in connectors 			
Monitor	<ul style="list-style-type: none"> • Should be from the same brand. • Size: 19.5” L E D • Resolution: 1,600×900 (or higher) • Aspect Ratio: 16:9 Widescreen • Features: LED Backlight, Anti -Glare • Video Input: HDMI / VGA (must be compatible with video outputs of motherboard) 			
Power (For System and Monitor)	<ul style="list-style-type: none"> • 230 V nominal input (180V to 250V) • 50 Hz (47Hz – 63Hz) • 3 – pin square (Type G) AC plug 			
Rated Capacity	<ul style="list-style-type: none"> • At least 180W (or higher) or better rated for continuous operation with forced circulation cooling system. 			
Form Factor	<ul style="list-style-type: none"> • ATX tower form factor 			
Security Features	<ul style="list-style-type: none"> • Manual lockable side openings Security lock slot 			
Keyboard	<ul style="list-style-type: none"> • Full -size keyboard with Numeric keypad 			
Mouse	<ul style="list-style-type: none"> • USB Optical mouse 			
Operating System	<ul style="list-style-type: none"> • Preloaded Genuine Windows 11 (Pro) - 64-bit 			
Drivers for System and Peripherals	<ul style="list-style-type: none"> • Manufacturers device drivers for all system components supporting the following operating systems: 64-bit Windows 10,11 			
Support tool/software	<ul style="list-style-type: none"> • Vendor should provide a local installable support tool/software that provides warranty information, driver support and troubleshooting basic hardware issues. Tool should be able to install on Windows 10/11 Please specify the tool name 			

Standard Compliance	<ul style="list-style-type: none"> The system must be manufactured by an ISO 9000 certified manufacturer. (Note: Copy of ISO certification and original Manufacture Authorization Letter must be attached) 			
Warranty	<ul style="list-style-type: none"> 2-year comprehensive warranty inclusive of Parts and Labour for ALL system components and peripheral devices supplied. Warranty detail should be included on the Manufacture Authorization Letter (Note: a copy of the warranty terms and conditions of the Bidder must be submitted with the Bid document) 			
Price Per Unit				
VAT				
Price With VAT				
Total Price With VAT				

Indicate the VAT Number: -

We Certify that the information given above is true and correct.

Signature:

Company Seal:

Date:

Name:

T.Phone No:

Technical Specification for “UPS 1.2KVA”

Qty. Required: 50 Nos

Technical Specifications in one Page			
Make			
Model			
Country of Origin			
Item Specifications	Conformity		Bidder's response if “no” only
	Yes	No	
UPS 1.2KVA line interactive			
AC-AC efficiency 99%			
Battery recharging time: Specify			
Battery type maintenance free sealed lead-acid			
Battery (2Nos./12V/7-9AH)			
Supporting 220V-240V			
Voltage Range +25% -25% (without battery discharging)			
Input frequency 50/60 Hz auto sense			
Accepted frequency: 60Hz ± 5%			
Nominal voltage (in battery operation) 230 V ±5%			
Nominal voltage (in mains operation) the AVR circuit regulates the output voltage from + 17% to -15% with input variation of ±25%			
Wave from: step-wave			
Output sockets: Universal Power Socket			
Transfer time (2ms typical): Specify			
Protections over current – short-circuit- excessive battery discharge			
Noise at 1 m :<40 dBA			
Standards safety EN 62040-I, EMC IEC 62040-2 and EN 50091-2 lev. B, Directives 73/23, 93/68, 89/336 EEC, EN 62040-3			
Trademarks: CE , GS/TUV Certification			
Two years recommended warranty			
Price Per Unit			
VAT			
Price With VAT			
Total Price With VAT			

Indicate the VAT Number: -

We Certify that the information given above is true and correct.

Signature:

Company Seal:

Date:

Name:

T.Phone No:

Specification for High Performance Computer

Qty. Required -01 No.

Technical Specifications in three Pages				
Make				
Model				
Country of Origin				
Item Specifications		Conformity		Bidder's response if no only
		Yes	No	
Chassis	Rack Mountable			
Processor	Xeon Gold 6230 2.1 GHz, 20 cores, cache 27.5 MB			
Number of Processor	01			
Required Main Memory	128 GB DDR4 ECC RDIMM			
Maximum Capacity memory (LRDIMM)	6 TB, SSD, non-redundant			
Maximum Capacity memory (RDIMM)	Supports 2TB (32 x 64 GB RDIMM @ 3200 MT/s)			
Storage	6 TB, SSD, non-redundant			
GPU	NVIDIA Tesla V100 with total Memory of 32GB			
Monitor	Monitor 21" LCD display support 1024x768 resolution			
Network Interface	Dual 10GbE Multifunction 4 Ports			
Power Supply Dual hot	Dual hot pluggable			
Optical drive	SATA DVD-RW Optical Drive			
Controller	Server should support two M.2 drives OS Boot Device with Hardware RAID 1			
Bus Slots	Server should support up to three PCI-Express 3.0 slots, 2 x16 PCIe slots			
Fans	Redundant hot-plug system fans			
Industry Standard Compliance	ACPI 6.3 Compliant PCIe 4.0 Compliant WOL Support PXE Support USB 3.0 Compliant USB 2.0 Compliant (only on optional			

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

Server Management	Software should support dashboard view to quickly scan the managed resources to assess the overall health of the data centre. It should provide an at-a-glance visual health summary of the resource's user is authorized to view.			
	The Dashboard minimum should display a health summary of the following: <ul style="list-style-type: none"> • Server Profiles • Server Hardware • Appliance alerts 			
	Should help provide proactive notification of actual or impending component failure alerts on critical components such as CPU, Memory and HDD.			
	The Server Management Software should be of the same brand as of the server supplier.			
Warranty	03 years Compressive			
Unit Price				
VAT				
Unit Price with VAT				
Total Price				

Indicate the VAT Number: -

We Certify that the information given above is true and correct.

Signature:

Company Seal:

Date:

Name:

T.Phone No:

Specification for Network Attached Storage

Qty. Required -02 Nos.

Technical Specifications in two Pages				
Make				
Model				
Country of Origin				
Item Specifications		Conformity		Bidder's response if no only
		Yes	No	
Form Factor	Desktop Tower			
Number of Bays	4x 2.5"/3.5"			
Inputs/Outputs	2x USB-A 3.0 / 3.1 / 3.2 Gen 1			
	2x RJ45 Gigabit Ethernet			
Compatible Drive Interface	SATA			
RAID	RAID 0/1/5/6/10/Basic/Hybrid			
Processor	Quad-Core Realtek RTD1619B or Equivalent			
Storage Capacity (Required)	16 TB x 2 HDD (32TB)			
Maximum Supported Capacity	64TB			
Main Memory	2 GB DDR4			
Hot-Swap Support	Required			
Wake on LAN	Required			
Protocol Support	AFP, CalDAV, FTP, HTTPS, L2TP, LDAP, NFS, OpenVPN, PPTP, Rsync, SFTP, SMB, SNMP, SSH, SSL, Telnet, WebDAV, iSCSI			
Max User Accounts	1024			
Operating System	(Specify)			
Supported File Systems (Internal)	BTRFS, EXT4			

Supported File Systems (External)	BTRFS, EXT3, EXT4, FAT32, HFS+, NTFS, exFAT			
Browser Support	Chrome, Edge, Firefox, Safari			
AC Input Power	240 VAC, 50 / 60 Hz			
Power Source	Internal Power Supply			
Warranty	03 years Compressive			
Unit Price				
VAT				
Unit Price with VAT				
Total Price				

Indicate the VAT Number: -

We Certify that the information given above is true and correct.

Signature:

Company Seal:

Date:

Name:

T.Phone No:

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	Desktop Computer	50				
02	UPS 1.2KVA	50				
03	High Performance Computer	01				
04	4-Bay Network Attached Storage Drive	02				

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 need-
ing 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 re-
ceived 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 GUARANTEE 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]