



BIDDING DOCUMENT

FOR

Supply of Lab/Field Equipment for Human Settlement Planning and Training
Division of
National Building Research Organization

Contract No : NBRO/HSD/PRO/19/006

.....

Name of Bidder



NATIONAL BUILDING RESEARCH ORGANIZATION
MINISTRY OF PUBLIC ADMINISTRATION & DISASTER MANAGEMENT

99/1, JAWATTA ROAD, COLOMBO 5.

TEL : (011) – 2501834, (011) – 2500354, (011) – 2588946

FAX: (011) – 2502611, 589943 E-MAIL: nbro@sltnet.lk

web site : www.nbro.gov.lk

Section II. Bidding Data Sheet (BDS)

The following specific data for the goods to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB). Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

ITB Clause Reference	A. General
ITB 1.1	The Purchaser is: National Building Research Organization
ITB 1.1	<p>The name and identification number of the Contract are: Supply of Lab/Field Equipment for Human Settlement Planning and Training Division</p> <p>The number, identification and names of the lots comprising this procurement are: NBRO/HSD/PRO/19/006</p>
ITB 2.1	The source of funding is: Government of Sri Lanka
ITB 4.4	Foreign bidders <i>are not allowed to participate in bidding.</i>
	B. Contents of Bidding Documents
ITB 7.1	<p>For <u>Clarification of bid purposes</u> only, the Purchaser's address is: Attention: Head/Human Settlement Planning and Training Division Address: National Building Research Organization, 99/1, Jawatta Road, Colombo 05. Telephone: 011-2588946 Facsimile number: 011-2589943 Electronic mail address: nbro@sltnet.lk</p>
	C. Preparation of Bids
ITB 11.1 (e)	<p>The Bidder shall submit the following additional documents:</p> <ol style="list-style-type: none"> 1. <i>Certificate of Business registration or incorporation of the company (Certified Copy);</i> 2. <i>Manuals of Lab/Field Equipment and Accessories</i> <p><i>The following shall be considered favorably:</i></p> <p><i>Testing certificates from a reputed organization in Sri Lanka or abroad for the items offered to justify the strength, quality and performance. ISO certification is preferred.</i></p>
ITB 14.3	<p>The bidders may quote following minimum quantities:</p> <p>Bidders are not allowed to quote less than 2 items</p>

ITB 15.1	The bidder shall quote the local expenditure in Sri Lankan Rupees.
ITB 17.3	Period of time the Goods are expected to be functioning (for the purpose of spare parts): 10 years
ITB 18.1 (b)	After sales service is: required
ITB 19.1	The bid shall be validity until 06.12.2019 . (120 days from date of bid opening)
ITB 20.1	(a) Bid shall include a Bid Security (issued by bank acceptable to Central Bank of Sri Lanka) included in Section IV Bidding Forms
ITB 20.2	<p>The amount of the Bid Security shall be: Rs.20,000.00</p> <p><i>The validity period of the bid security shall be until 06.12.2019 (120 from date of bid opening)</i></p> <p>Bid Security shall be a Bank guarantee issued by a reputed bank acceptable to Central Bank of Sri Lanka.</p>
	D. Submission and Opening of Bids
ITB 22.2 (c)	<p>The inner and outer envelopes shall bear the following identification marks: Bid Name : Supply of Lab/Field Equipment for Human Settlement Planning and Training Division</p> <p>Identification No : NBRO/HSD/PRO/19/006</p>
ITB 23.1	<p>For bid submission purposes, the Purchaser's address is:</p> <p>Attention: Director General</p> <p>Address: National Building Research Organization, 99/1, Jawatta Road, Colombo 05</p> <p>The deadline for the submission of bids is:</p> <p>Date: 09.08.2019 : 13.00 hrs.</p>
ITB 26.1	<p>The bid opening shall take place at: Auditorium of NBRO</p> <p>Address: 99/1, Jawatta Road, Colombo 05.</p> <p>Date: 09.08.2018</p> <p>Time: 13.00 hrs.</p>
	E. Evaluation and Comparison of Bids
ITB 34.1	Domestic preference " <i>shall not</i> " be a bid evaluation factor.

ITB 35.3(d)	<p>The adjustments shall be determined using the following criteria, from amongst those set out in Section III, Evaluation and Qualification Criteria:</p> <p>(a) Deviation in Delivery schedule: Option 1 is selected and the adjustment is not applicable</p> <p>(b) Deviation in payment schedule: No</p> <p>(c) the cost of major replacement components, mandatory spare parts, and service:</p> <p><i>Yes.</i> The Purchaser will make its own assessment of the cost of these deviations or deficiencies for the purpose of ensuring fair comparison of Bids</p>
ITB 35.4	<p>The following factors and methodology will be used for evaluation:</p> <ul style="list-style-type: none"> • Eligibility of Bidder • Arithmetical errors • Omissions • Delivery schedule or time for completion; • Efficiency of the equipment; • Capacity; • Spare parts; • After sale services; • Payment schedule; • Operating costs; • Past Experience and qualifications of the lowest evaluated and substantially responsive bidder; • Manufacturer's authorization to demonstrate that the bidder is duly authorized to supply the goods

Section IV. Bidding Forms

Table of Forms

Bid Submission Form
Price Schedule:.....
Price and Completion Schedule - Related Services
Bid Security (Guarantee)
Bid-Securing Declaration
Manufacturer’s Authorization

Bid Submission Form

[The Bidder shall fill in this Form in accordance with the instructions indicated No alterations to its format shall be permitted and no substitutions shall be accepted.]

Date: *[insert date (as day, month and year) of Bid Submission]*

No.: *[insert number of bidding process]*

To: **Chairman, Department Procurement Committee, National Building Research Organization**

We, the undersigned, declare that:

- (a) We have examined and have no reservations to the Bidding Documents, including Addenda No.: *[insert the number and issuing date of each Addenda]*;
- (b) We offer to supply in conformity with the Bidding Documents and in accordance with the Delivery Schedules specified in the Schedule of Requirements the following Goods and Related Services

Supply of Lab/Field Equipment for Human Settlement Planning and Training Division

- (c) The total price of our Bid without VAT, including any discounts offered is: *[insert the total bid price in words and figures]*;
- (d) The total price of our Bid including VAT, and any discounts offered is: *[insert the total bid price in words and figures]*;
- (e) Our bid shall be valid for the period of time specified in ITB Sub-Clause 18.1, from the date fixed for the bid submission deadline in accordance with ITB Sub-Clause 23.1, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- (f) If our bid is accepted, we commit to obtain a performance security in accordance with ITB Clause 43 and CC Clause 17 for the due performance of the Contract;
- (g) We have no conflict of interest in accordance with ITB Sub-Clause 4.3;
- (h) Our firm, its affiliates or subsidiaries—including any subcontractors or suppliers for any part of the contract—has not been declared blacklisted by the National Procurement Agency;
- (k) We understand that this bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal contract is prepared and executed.
- (l) We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive.

Signed: *[insert signature of person whose name and capacity are shown]*

In the capacity of *[insert legal capacity of person signing the Bid Submission Form]*

Name: *[insert complete name of person signing the Bid Submission Form]*

Duly authorized to sign the bid for and on behalf of: *[insert complete name of Bidder]*

Dated on _____ day of _____, _____ *[insert date of signing]*

Price Schedule

*[The Bidder shall fill in these Price Schedule in accordance with the instructions indicated. The list of line items in column 1 of the **Price Schedules** shall coincide with the List of Goods and Related Services specified by the Purchaser in the Schedule of Requirements.]*

PRICE SCHEDULE

<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>	<i>8</i>	<i>9</i>	<i>10</i>	<i>11</i>
Line Item No.	Description of Goods or related services	Unit	Qty	Unit price (inclusive of duties, sales and other taxes)Excluding VAT Rs	Price per line item (Col. 4x5)Rs	Total Price Excluding VAT Rs	Discount(if any)	Discounted Total price (if any) excluding VAT	VAT Rs	Total Price Including VAT (Col. 9+10)Rs
1.0	Auto Level		1							
2.0	Rebound Hammer		1							
3.0	Handycam Camcorder and Tripod		1							
4.0	MacBook Air		2							
5.0	Lightning Digital AV Adapter		2							
6.0	3D Printer		1							

Bid Guarantee

[this Bank Guarantee form shall be filled in accordance with the instructions indicated in brackets]

----- *[insert issuing agency's name, and address of issuing branch or office]* -----

Beneficiary: National Building Research Organization, 99/1, Jawatta Road, Colombo 5.

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; if a joint venture, list complete legal names of partners]* (hereinafter called "the Bidder") has submitted to you its bid dated ----- *[insert (by issuing agency) date]* (hereinafter called "the Bid") for the supply of *[insert name of Supplier]* under Invitation for Bids No. ----- *[insert IFB number]* ("the IFB").

Furthermore, we understand that, according to your 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 figures]* ----- *[insert amount in words]* 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 Purchaser during the period of bid validity, (i) fails or refuses to execute the Contract Form, if required, or (ii) fails or refuses to furnish the Performance Security, in accordance with the ITB.

This Guarantee shall expire: (a) if the Bidder is the successful bidder, upon our receipt of copies of the Contract signed by the Bidder and of the Performance Security issued to you by the Bidder; or (b) if the Bidder is 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, otherwise it will remain in force up to ----- *(insert date)*

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

[The Bidder shall require the Manufacturer to fill in this Form in accordance with the instructions indicated. This letter of authorization should be on the letterhead of the Manufacturer and should be signed by a person with the proper authority to sign documents that are binding on the Manufacturer. The Bidder shall include it in its bid, if so indicated in the BDS.]

Date: *[insert date (as day, month and year) of Bid Submission]*

No.: *[insert number of bidding process]*

To: *[insert complete name of Purchaser]*

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 bid 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 sign the Contract.

We hereby extend our full guarantee and warranty in accordance with Clause 27 of the Conditions of Contract, 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]*

Section V. Schedule of Requirements

Contents

1. List of Goods and Delivery Schedule
2. List of Related Services and Completion Schedule
3. Technical Specifications
4. Inspection and Tests

1. List of Goods and Delivery Schedule

The delivery period shall start as of the date of contract signing.

Bidder should complete his obligations under this bid (including obligations under related services i.e. delivery) within45..... days from the date of signing the contract. Bids with delivery period more than the period specified above shall be treated as non-responsive and rejected.

If the successful bidder fails to complete his obligations under this contract within the period specified above, the purchaser may deduct a sum equivalent to the percentage specified in GCC 27.1 from the Contract price, as liquidated damages

Item No.	Description of Goods or Related Services	Unit	Qty	Location	Required Arrival Date of Goods or Completion Date for Related Services	Bidder's Offered Delivery Date (to be provided by the bidder)
1.0	Auto Level	Nos	1	NBRO	45	
2.0	Rebound Hammer	Nos	1	NBRO	45	
3.0	Handycam Camcorder and Tripod	Nos	1	NBRO	45	
4.0	MacBook Air	Nos	2	NBRO	45	
5.0	Lightning Digital AV Adapter	Nos	2	NBRO	45	
6.0	3D Printer	Nos	1	NBRO	45	

2. List of Related Services and Completion Schedule

[This table shall be filled in by the Purchaser. The Required Completion Dates should be realistic, and consistent with the required Goods Delivery Dates]

Not Applicable

Service	Description of Service	Quantity ¹	Unit	Place where Services shall be performed	Final Completion Date(s) of Services
<i>[insert Service No]</i>	<i>[insert description of Related Services]</i>	<i>[insert quantity of items to be supplied]</i>	<i>[insert unit for the items]</i>	<i>[insert name of the Place]</i>	<i>[insert required Completion Date(s)]</i>
01	Installation, Training and Initial maintenance			NBRO	date

1. If applicable

3. TECHNICAL SPECIFICATIONS

[The Technical specifications may be provided in the following format. The bidder shall fill the columns 5 and 6. Bidder's failure to provide the information requested in the columns 5 and 6 be a reason for the rejection of the bid. If any discrepancy is observed between the information provided by the bidder in the columns 5 and 6 and the other technical information attached to the bid, the information provided herein shall take precedence.]

1	2	3	4	5	6
Item No.	Name of Goods or Related Services	Sub Component	Purchaser's Requirements	Bidder's Offer	
			Technical Description, Specifications, and Standards	Yes /No	Information on Bidder's Offer ¹
01	Auto Level	TELESCOPE			
		Length	215mm (8.46 in.)		
		Magnification	32X		
		Objective Aperture	42mm (1.65 in.)		
		Resolving Power	3 in.		
		Field of View	1°20'		
		(at 100m/328ft.)	(2.3m/7.5 ft.)		
		Min. Focus from end of telescope	0.2m (7.9 in.)		
		Min. Focus from instrument center	0.3m (1 ft.)		
		Image	Erect		
		Stadia Constant	0		
		Stadia Ratio	100		
		Focusing Knob	2-speed		

Contd;

		Sighting Aid	Peep Sight		
		ACCURACY			
		Without Micrometer	0.7mm (0.03 in.)		
		With Micrometer	0.5mm (0.02 in.)		
		COMPENSATOR			
		Type	Pendulum compensator with magnetic damping system		
		Setting Accuracy	0.3 in.		
		Working Range	±15 ft.		
		CIRCULAR LEVEL			
		Sensitivity	10 ft./2mm		
		HORIZONTAL CIRCLE			
		Diameter	103mm (4.1 in.)		
		Minimum Division	1°/1gon		
		GENERAL			
		Water Resistance	IPX6 (IEC 60529:2001)		
		Operating Temperature	-4°F to +122°F (-20°C to +50°C)		
		Width	5.12 in. (130mm)		
		Length	8.46 in. (215mm)		
		Height	5.51 in. (140mm)		
		Weight	4.1 lbs. (1.85kg)		

Contd;

1	2	3	4	5	
Item No.	Name of Goods or Related Services	Sub Component	Purchaser's Requirements	Bidder's Offer	
			Technical Description, Specifications, and Standards	Yes /No	Information on Bidder's Offer ¹
02	Rebound Hammer	Impact energy	0.735 Nm		
		Measuring Range	10-70 N/mm2		
		Conforms Standard	BS-1881-202, ISO/DIS 8045, ASTM C-805		
		Unit Selection	MPa - Psi		
		Travel carry case	Yes		

Contd;

1	2	3	4	5	6
Item No.	Name of Goods or Related Services	Sub Component	Purchaser's Requirements	Bidder's Offer	
			Technical Description, Specifications, and Standards	Yes /No	Information on Bidder's Offer ¹
03	Handycam Camcorder and Tripod	<u>Handycam Camcorder</u>	1080p up to 50 fps Video Recording and 9.2MP Stills		
		Camera	30x Optical Zoom		
		Zoom Level	32 GB or more		
		Storage	1080p up to 50 fps Video Recording and 9.2MP Stills		
		Other Features	Fast Intelligent AF		
			Image stabilization feature		
			Built-In Projector		
			Live Streaming capability through social media		
			XAVC S, AVCHD, and MP4 Recording Options		
			Fast Intelligent AF		
			Fast Intelligent AF		
		Warranty	1 Year		
		<u>Tripod</u>			
		Load Capacity	3Kg		
		Height	5 feet or more		
		Head section	3 way pan/tilt head		
		Foldable	Yes		
		Material	Aluminum		
		Color	Black		

Contd;

		Warranty	6 month		
1	2	3	4	5	6
Item No.	Name of Goods or Related Services	Sub Component	Purchaser's Requirements	Bidder's Offer	
			Technical Description, Specifications and Standards	Yes /No	Information on Bidder's Offer¹
04	MacBook Air	Display	13-inch Retina display		
		Processor	1.6GHz dual-core 8th-generation, Intel Core i5 processor with Turbo Boost up to 3.6GHz		
		Memory	8GB 2133MHz LPDDR3 memory		
		Storage	128GB/256GB SSD storage		
		Other Feature	Touch ID		
		Warranty	1 Year		

1	2	3	4	5	6
Item No.	Name of Goods or Related Services	Sub Component	Purchaser's Requirements	Bidder's Offer	
				Yes /No	Information on Bidder's Offer ¹
			Technical Description, Specifications, and Standards		
05	Lightning Digital AV Adapter	Brand	Apple		
		Adapter	Lightning to HDMI		

1	2	3	4	5	6
Item No.	Name of Goods or Related Services	Sub Component	Purchaser's Requirements	Bidder's Offer	
			Technical Description, Specifications, and Standards	Yes /No	Information on Bidder's Offer ¹
06	3D Printer	General			
		Make	Please Specify		
		Model	Please Specify		
		Country of Origin	Please Specify		
		Warranty	1 Year		
		Supply, Delivery, Installation and Commissioning	Yes		
		After Sales Service	Yes		
		Onsite Training	Yes		
		Spare Parts Available For 5 Years	Yes		
		Printing			
		Print Technology	Fused Filament Fabrication (FFF)		
		Number of Extruders	2		
		Build Volume (x, y, z)	300 x 250 x 300 mm or Better		
		Layer Resolution (Min)	60 Microns (0.06mm) or Better		
		Filament	1.75 / 3.0 mm		
		Nozzle Diameter	0.3/ 0.4 / 0.5 mm		

		Print File Type	STL /OBJ		
		Connectivity	SD card/USB		
		Printing Material	PLA, ABS, PVA, Nylon, TPU,PETG & Should support Open Materials		
		Print File Type	STL /OBJ		
		Connectivity	SD card/USB		
		Printing Material	PLA, ABS, PVA, Nylon, TPU,PETG & Should support Open Materials		
		Print File Type	STL /OBJ		
		Connectivity	SD card/USB		
		Printing Material	PLA, ABS, PVA, Nylon, TPU,PETG & Should support Open Materials		
		Software			
		3D Model File Types	.stl, .obj, .gcode		
		Supported Operating System	Windows, Linux, Mac OS		
		Slicing Software	Should support Open Source Software / CURA		
		Physical Dimension			
		Product Dimension	Approx: 370 x 420 x 530mm		
		Machine Weight	Approx: 34 kg		
		Temperature			
		Extrusion Head Temperature (Max)	400 °C		

		Hot Bed Temperature (Max)	120 °C		
		Ambien Operating Temperature	Approx: 15 - 25 °C		
		Storage Temperature	Approx: 0 - 38 °C		
		Electrical			
		Power Requirements	AC110-240 V, 360 W		
		Mechanical			
		X,Y Positioning Precision	0.01 mm Better		
		Z Positioning Precision	0.015 mm Better		
		Strong Metal Enclosure	Yes		
		Special Features			
		Intelligent Filament Detection during filament runout	Yes		

If the bidder has stated ‘N’ in column 5 it is essential that bidder shall fill information of his offer against the sub-component under column 6. If the bidder has stated ‘Y’ in column 5, the bidder has the option of providing additional information of his offer, to establish that it conforms to the specifications given.

5. Inspections and Tests

The following inspections and tests shall be performed: *[insert list of inspections and tests if any]*

Section VII. Contract Data

The following Contract Data shall supplement and / or amend the Conditions of Contract (CC). Whenever there is a conflict, the provisions herein shall prevail over those in the CC.

CC 1.1(i)	The Purchaser is: National Building Research Organization
CC 1.1 (m)	The Project Site(s)/Final Destination(s) is/are: 99/1, Jawatta Road, Colombo 05
CC 8.1	<p>For <u>notices</u>, the Purchaser's address shall be:</p> <p>Attention: Director General</p> <p>Address: National Building Research Organization, 99/1, Jawatta Road, Colombo 05.</p> <p>Telephone: 011-2588946 Facsimile number: 011-2502611</p> <p>Electronic mail address: <u>nbro@sltnet.lk</u></p>
CC 12.1	Details of Shipping and other Documents to be furnished by the Supplier are <i>Not applicable</i> .
CC 15.1	<p>The method and conditions of payment to be made to the Supplier under this Contract shall be as follows:</p> <p>A: For Goods offered within Sri Lanka</p> <p>Payment shall be made in Sri Lanka Rupees within thirty (30) days of presentation of claim supported by a certificate from the Purchaser declaring that the Goods have been delivered and that all other contracted Services have been performed.</p> <p>(i) On Delivery: Up to a maximum of Eighty (80) percent of the Contract Price, shall be paid on receipt of the Goods and upon submission of the documents specified in CC Clause 12.</p> <p>(ii) On Acceptance: The remaining Twenty (20) percent of the Contract Price shall be paid to the Supplier within thirty (30) days after the date of the acceptance certificate for the respective delivery issued by the Purchaser</p>
CC 17.1	A Performance Security Shall be required
CC 17.3	Performance Security in an appropriate amount of not less than 10% (ten percent) of the estimated contract sum may also cover warranty obligations.
CC 25.1	The inspections and tests shall be : Prior to delivery respective items shall be checked against the sample approved (if any)and with the specifications mentioned in the bidding document.

CC 25.2	The Inspections and tests shall be conducted at: National Building Research Organization,99/1, Jawatta Road, Colombo 05
CC 26.1	The liquidated damage shall be: 0.5 % per week
CC 26.1	The maximum amount of liquidated damages shall be 10 % of contract price