

SUPPLY OF CAFETERIA TABLES WITH CHAIRS

PROCUREMENT NO.: EUSL/F/S/17/NCB/Goods/01

Bidding Documents

Volume 11

Section II - Bidding Data Sheet

Section III -Evaluation and Qualification Criteria

Section IV -Bidding Forms

Section V -Schedule of Requirement

Section VII - Contract Data

Annexure I -Delivery Schedule

Eastern University, Sri Lanka

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Section II - Bidding Data Sheet

Eastern University, Sri Lanka

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Seal & the Signature of the bidder

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: Eastern University, Sri Lanka(EUSL)
ITB 1.1	<p>The name and identification number of the Contract are: “SUPPLY OF CAFETERIA TABLES WITH CHAIRS (Fiber glass) - EUSL/F/S/17/NCB/Goods/01”</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 Clarification of bid purposes only, the Purchaser’s address is: Attention: Assistant Bursar</p> <p style="text-align: center;">Assistant Bursar Store and Supplies Division Eastern University, Sri Lanka Vantharumoolai Chenkalady Tel. 0652240211 Fax. 0652240211</p> <p>Purchaser will response in writing to any request for clarification, provided that such request is received no later than three working days prior to the dead line for submission of Bid. Clarification in writing will only be provided to those who have collected bid document</p>
	C. Preparation of Bids
ITB 11.1 (e)	<p>The Bidder shall submit the following additional documents: Document for prove the Qualification requested in IFB.</p> <ol style="list-style-type: none"> 1. Certified copy of Business Registration 2. Copy of the authorized letter for appointing as a

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	<p>Dealer or Agent</p> <p>3. Evidence to Prove for last three years experience</p> <p>4. Copies of Audited Financial Statements for three years. (Years of 2014/2013, 2013/2012 & 2012/2011)</p> <p>5. Average Turnover for last three years should be as follows in Sale & Supply of furniture.</p> <p>5.1. Average turnover for last 3 years in supply or sale of Fiberglass furniture should be equal or more than Rs. 3 Million.</p>						
ITB 14.3	The bidders may quote to supply and installation of SUPPLY OF CAFETERIA TABLES WITH CHAIRS						
ITB 15.1	The Bidder shall quote: Sri Lankan Rupees only. (LKR)						
ITB 17.3	Period of time the Goods are expected to be functioning for minimum Five years						
ITB 18.1 (b)							
ITB 19.1	The bid shall be validity until 28.04.2017						
ITB 20.1	Bid shall include a Bid Security (issued by a commercial bank registered in Sri Lanka approved by CBSL) included in Section IV Bidding Forms						
ITB 20.2	<p>The amount of the Bid Security shall be:</p> <table border="1"> <thead> <tr> <th>S. No</th> <th>Type of Furniture</th> <th>Bid Security</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Cafeteria Tables and Chairs</td> <td>Rs.140,000.00</td> </tr> </tbody> </table> <p>Valid up to 29.05.2017</p>	S. No	Type of Furniture	Bid Security	1.	Cafeteria Tables and Chairs	Rs.140,000.00
S. No	Type of Furniture	Bid Security					
1.	Cafeteria Tables and Chairs	Rs.140,000.00					
-	D. Submission and Opening of Bids						
ITB 22.2 (c)	The inner and outer envelopes shall bear the following identification marks: "SUPPLY OF CAFETERIA TABLES WITH CHAIRS"						
ITB 23.1	<p>For bid submission purposes, the Purchaser's address is:</p> <p style="text-align: center;">Address: The Chairman Department Procurement Committee Eastern University, Sri Lanka Vantharumoolai Chenkalady Tel. 0652240531 Fax. 0652240549</p>						

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SUPPLY OF CAFETERIA TABLES WITH CHAIRS

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Section III -Evaluation and Qualification Criteria

Eastern University, Sri Lanka

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Section 111 - Evaluation and Qualification Criteria

This Section compliments the Instruction to Bidders. It contains the criteria that the purchaser uses to evaluate a bid and determine whether A Bidder has the required qualifications. No other criteria shall be used.

The qualified bidders will be evaluated on the following criteria

- a. Fully compliance with technical specification & all other bidding conditions
- b. Fully compliance to the mandatory item in the specification and drawing
- c. Certificate of Business Registration
- d. Furniture and other items are Supplied by Local Agents or Dealers of the Principals
- e. Minimum 03 Years of Past Experience in this field
- f. Average Turnover for last three years should be as follows in Sale & Supply of furniture.
Average turnover for last 3 years in supply or sale of steel furniture should be equal or more than Rs. 3 Million.

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Section IV. Bidding Forms

Table of Forms

Bid Submission Form

Price Schedule:.....

Bid Security (Guarantee)

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Seal & the Signature of the bidder

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:

No.:

To: Vice Chancellor, EUSL

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
.....
[insert a brief description of the Goods and Related Services]*;
- (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 Department of public Finance of the General Treasury of Sri Lanka.
- (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:

In the capacity of

Name:

Duly authorized to sign the bid for and on behalf of:

.....

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

.....
Seal & the Signature of the bidder

Price Schedule

Item No.	Description	Units (A)	Qty. (B)	Unit Price (Rs) (C)	Total Price (Rs.) (D) (BxC)	Discount (Rs.) (E)	Total Price after Discount (F) (D -E)	VAT & any others taxes if applicable (Please Specify) (Rs.) (G)	Final Price (Rs.) (G) (F+G)	Brand Name and country origin
01	Cafeteria Tables and Chairs	Sets	150							

Note:

Unit price means selling price + Cost of Delivery and installation at the University premises.

Amount in words.....

VAT Reg. No.:

Date:

.....

Signature
Rubber Stamp

Guarantee / Bid bond

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

[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:** ----- [name and address of Purchaser]

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)]

SUPPLY OF CAFETERIA TABLES WITH CHAIRS

**Section V
Schedule of Requirements**

Contents

- 1. List of Goods & Delivery Schedules**
- 2. Technical Specification**

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Seal & the Signature of the bidder

List of Goods Delivery & Commissioning Schedule

Item No.	Description	Quantity	Delivery & Installation & Commissioning	Delivery Date
01	Cafeteria Tables and Chairs	Sets	Included in Total price	On or before 30 days from the date of purchase order

Signature :

Official Seal :

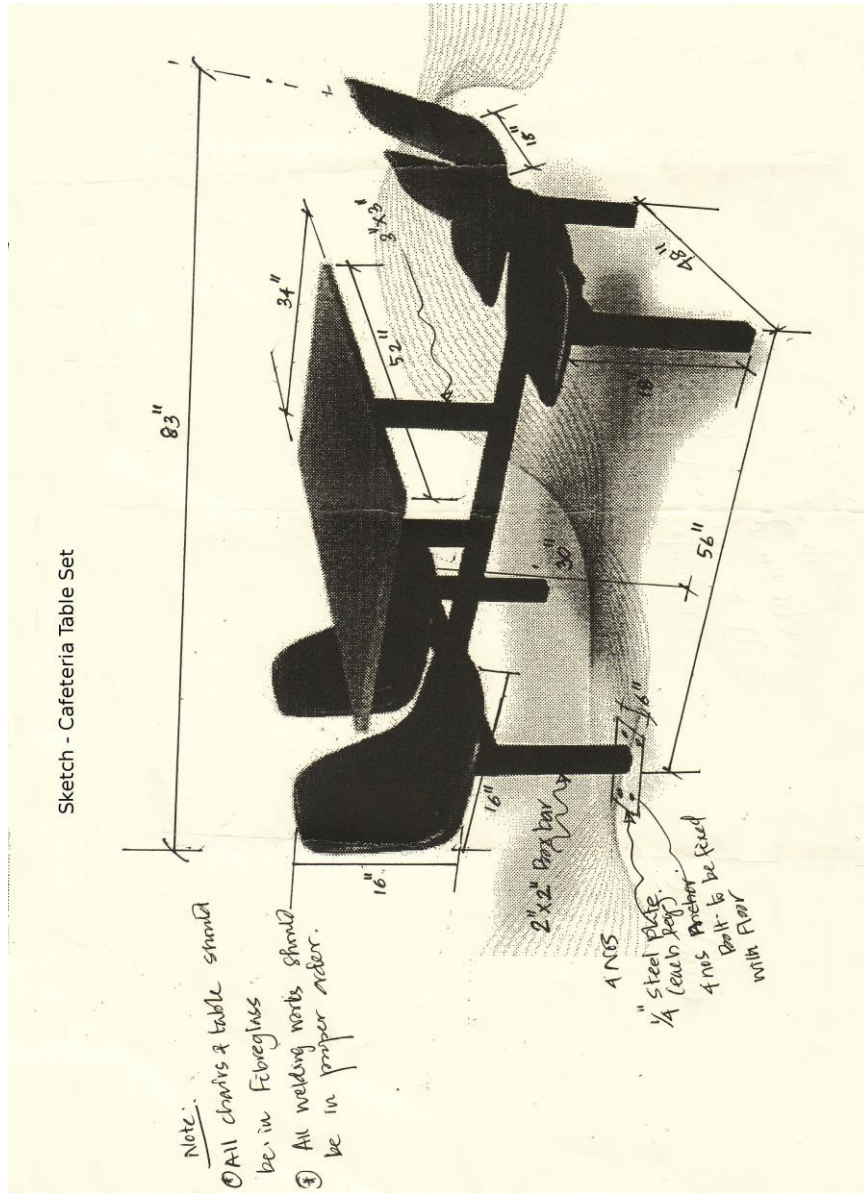
Date :

Specifications and Drawings

1. Minor changes of the arrangements if necessary will be done by the Engineer after inspect the sample.
2. For More details please see the Drawings and Specifications

Drawings

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Seal & the Signature of the bidder



TECHNICAL SPECIFICATIONS

Name of the Item: Cafeteria Tables and Chairs

Item Specifications	Requested Specifications (Mandatory)	Conformity		Remarks
		Yes	No	
Make	Must be branded one			
Model	Please Specify			
Country of Origin	Please Specify			
Assembled in	Please Specify			
Requested Specifications				
Materials	Fiber glass 3 Layers 300 mat-01			

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 Seal & the Signature of the bidder

	450 mat-02			
Steel works	2" x 2", 2mm & 3" x 3", 2mm GI box bar as per the drawing with two coat anti corrosive and one coat enamel paint			
Table Size	Width 34" Length 52"			
Chair size (04 Nos)	Width 18" Length 16" Height 16"			
Effective height of the table top from floor	30"			
Effective height of seating of chair from floor	18"			
Method of Fixing	¼" MS steel plate to be welded with legs and fixed with anchor bolt as per drawing			
Warranty	03 years for manufacture defects			
Other details	See drawing			

Note:

Bidders are requested to fill conformity column stating "yes" or "No" and please specify the requested information in the last column.

Specimen Signature:
Company name and seal

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Seal & the Signature of the bidder