



**EASTERN UNIVERSITY, SRILANKA  
VANTHARUMOOLAI**

**BIDDING DOCUMENT  
PROCUREMENT OF WORKS**

**MINOR CONTRACT**

For

**Accelerating Higher Education Expansion and Development Operation  
(AHEAD)**

**Name of Work:**

**Faculty of Agriculture under the ELTA-ELSE Project**

**Expansion of Azola Production  
Ponds in Faculty of Agriculture,  
EUSL**

**Contract No. EUSL/AHEAD/AGI/10/I**

# **CONTENTS**

## **VOLUME I**

SECTION 1 - INSTRUCTIONS TO BIDDERS

SECTION 2 - STANDARD FORMS

SECTION 3 - CONDITIONS OF CONTRACT

## **VOLUME II**

INVITATION FOR BIDS

SECTION 4 - FORM OF BID AND  
QUALIFICATION INFORMATION

SECTION 5 - SCHEDULE

SECTION 6 - SPECIFICATIONS

SECTION 7 - BILLS OF QUANTITIES

SECTION 8 - DRAWING

## VOLUME I

Consist of,

Section 1 - Instructions to Bidders

Section 2 - Standard Forms (Contract)

Section 3 - Conditions of Contract

of Standard Bidding documents for Procurement of Works {(ICTAD/SBD/03), second edition – January 2007} Approved by National Procurement Agency (NPA) and Institute for Construction Training and Development (ICTAD). This publication shall be available for reference at the **Vice Chancellor, EUSL, Vantharumoolai**, and for purchase from Institute (insert name of the District) for the Construction Training and Development (ICTAD) “Sauvsiripaya”, 123, Wijerama Mawatha, Colombo-7

## **VOLUME II**

Consist of,

Invitation for Bids

Section4       -       Form of Bid and Qualification Information

Section 5       -       Schedule

Section 6       -       Specifications

Section 7       -       Bills of Quantities

Section 8       -       Drawings

# **Invitation for Bids (IFB)**

**Eastern University, Sri Lanka**

**Invitation for Bids (IFB)  
National Competitive Bidding (NCB)**

**Accelerating Higher Education Expansion and Development Operation (AHEAD)**

The Chairman, Project Procurement Committee, Operational Technical Secretaries(OTS), AHEAD Operations on behalf of Eastern University, Sri Lanka will receive sealed bids from interested eligible and qualified bidders from for the work mentioned below and receiving will be closed at 2.00 pm on 05.05.2022 Bidding documents shall be obtained from Director/OTS/AHEAD-Project up to 04.05.2022 at OTS Office, Eastern University, Sri Lanka.

No	Name of Work Under Faculty of Agriculture	Required CIDA Grade & Specialty	Construction Cost Excluding VAT (LKR)	Contract Period (in Months)	Non-refundable fee. (LKR)	Bid Validity Period	Bid Security	
							Amount (LKR)	Validity from the closing date
01	Expansion of Azola Production Ponds (Contract No. EUSL/AHEAD/AGI/10/I)	C9 & C8 (Building)	156,655.23	01	750.00	49 Days	1,600.00	77 Days

1. Bidding will be conducted through National Competitive Bidding **single stage single envelop** system. Since the total cost of estimate of this Procurement is above Rs.50 Mn., regional preference and CIDA grade preference shall apply as stipulated in Public Finance Circular No.04/2016(ii). Dated 08.05.2019.
2. To be eligible for contract award the successful bidder shall not have been blacklisted and shall have the required valid CIDA registration as mentioned above in the table.
3. A completed set of bidding documents in English Language may be purchased by interested bidders on the submission of a written application by Bidder himself or by bidders' representatives to the address Deputy Director, Procurement, OTS AHEAD Operations, Eastern University, Sri Lanka and upon payment of non-refundable fee as stated in the above table, from 9.00 am to 3.00 pm up to 04.05.2022. The mode of payment shall be either in cash or bank draft in favor of "AHEAD Project, Eastern University, Sri Lanka".
4. The Bidders can also download the bidding documents from the University Website i.e. [www.esn.ac.lk](http://www.esn.ac.lk). Those who are obtaining bidding documents from the University Website should submit the completed documents along with a Bank Draft drawn in favor of the "AHEAD Project, Eastern University, Sri Lanka" as stated in the table for as non-refundable fee or the payments could be made at any branch of the Bank of Ceylon to the credit of Account No 82845710 Eastern University, Sri Lanka and the deposit slip should be attached with the original Bidding documents.
5. Bid must be accompanied by bid security and validity as mentioned in the table in favor of Vice Chancellor, Eastern University, Sri Lanka issue by any commercial bank operating in Sri Lanka approved by the Central Bank of Sri Lanka or Construction Guarantee Fund.

6. Bids in two copies indicating in Original and Duplicate, must be delivered to the address given below on or before 14.00 hour on 05.05.2022. Late bids will be rejected.  
Deputy Director/Procurement, OTS/AHEAD Project,  
Office of the Registrar, Senate Building,  
Eastern University, Sri Lanka, Vantharumoolai, Chenkalady.
7. Bids will be opened immediately after the closing time at the above address.
8. Bidders or their authorized representatives are requested to be present at the opening of Bids.
9. Pre-Bid meeting will be held on 27.04.2022 at 10.00am at Faculty of Agriculture, Palacholai, EUSL.
10. Interested bidders may obtain further information from the Deputy Director/Procurement or Works Engineer of Eastern University, Sri Lanka at Chenkalady during any working days during office hours from 9.00hrs to 15.00hrs. [Deputy Director/Procurement, - OTS (AHEAD) – 0652059393, Deputy Director-Engineer- 065 2240582, 026-2222016, Fax No: 026-2222005, 0652059393 e-mail: buildings@ep.gov.lk].
11. Any changes in the above due to the prevailing COVID 19 pandemic situation will be published in the University website 'www.esn.ac.lk'.
12. The decision of the Project Procurement Committee is final and conclusive.

**The Chairman  
Project Procurement Committee  
Eastern University, Sri Lanka  
Vantharumoolai  
Chenkalady.  
10.04.2022**

**Section – 4**

**FORM OF BID AND QUALIFICATION  
INFORMATION**



## FORM OF BID

**Bid for:Expansion of Azola Production Ponds in Faculty of Agriculture , EUSL**

Gentleman,

1. Having examined the Standard Bidding Document – Procurement of Works – Minor Contracts (ICTAD/SBD/03 –Second Edition, January 2007), Schedule, Specifications, Drawings and Bills of Quantities and addenda for the execution of the above-named Works, We / I the undersigned, offer to execute and complete such Works and remedy any defects therein in conformity with the aforesaid Conditions of Contract, Schedule, Specifications, Drawings, Bill of Quantities and Addenda for the sum of Sri Lankan Rupees .....(LKR ..... ) or such other sums as may be ascertained in accordance with the said Conditions.
2. We / I acknowledge that the Schedule forms part of our Bid.
3. We / I undertake, if our Bid is accepted, to commence the Works as stipulated in the Schedule, and to complete the whole of the Works comprised in the Contract within the time stated in the Schedule.
4. We / I agree to abide by this Bid for the period stated in the Sub-Clause 15 of Instructions to Bidders or any extended period and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
5. Unless and until a formal Agreement is prepared and executed this Bid, together with your written acceptance thereof, shall constitute a binding contract between us / me.
6. We / I understand that you are not bound to accept the lowest or any Bid you may receive.

Dated this ..... day of ..... 202.... in the capacity of ..... duly authorised to sign tenders for and on behalf of .....

(IN BLOCK CAPITALS)

Signature: .....

Address: .....

Witness: .....

## QUALIFICATION INFORMATION

*(to be completed by the bidder and submitted with the Bid)*

	<b>Eligibility Requirement</b>	<b>Bidder's Qualification</b>	
<b>ICTAD Registration</b>			
Registration Number			
Grade	<b>C9&amp;C8</b>		
Speciality	-		
Expiry Date	Valid ICTAD registration		
Black listed contractors			
Have you been declared as a defaulted contractor by NPA or any other Agency?		Yes / No	
If yes provide details.			
<b>VAT Registration Number</b>			
<b>Construction Program</b>	<i>(attach as annex)</i>		
<b>Legal Status</b>	<i>(Public Company/Private Company/Partnership/Sole Proprietor)</i>		
<b>Qualification and experience of key staff</b>	<b>Eligibility Requirement</b>		<b>Bidder's Qualification</b>
	Category, Experience and Qualifications	Required Nos	
	<b>1. Site Supervisor With one Year Experience</b>	<b>01</b>	
<b>List other information required</b>			

**Signature of the Bidder: .....**

**Section – 5**  
**SCHEDULE**

## SCHEDULE

IT B C a u s e	Condit ions of Contra ct Clause	Item	Data
1.	1.1.8	Employer is:	<p>Name: <b><i>Vice Chancellor</i></b></p> <p>Address: <b><i>Eastern University, Sri Lanka Vantharumoolai Chenkalady, Batticaloa</i></b></p>
	1.1.9	Employer Representative:	<p>Name: <b><i>-Deputy Director – Engineer (AHEAD Project)</i></b></p> <p>Address: <b><i>Eastern University, Sri Lanka Vantharumoolai Chenkalady, Batticaloa</i></b></p>
	1.1.10	Engineer is:	<p>Name: <b><i>Deputy Director – Engineer (AHEAD Project)</i></b></p> <p>Address: <b><i>Project Director, Department of Buildings Eastern Province, Trincomalee</i></b></p>
		Engineer's Representative	<p>Name: <b><i>Executive Engineer</i></b></p> <p>Address: <b><i>Department of Buildings Kallady, Batticaloa</i></b></p>
1..	1.1.21	Summary of Works	<p><b>Expansion of Azola Production Ponds in Faculty of Agriculture , EUSL</b></p> <p>Located at Palachcholai, Vantharumoolai <b>Batticaloa</b></p>
1.	1.1.14	Intended Completion Date	<p>Contract Number <b><i>EUSL/AHEAD/AGI/10/I</i></b></p> <p>Intended Completion Date is <b>One Month</b> from the Start Date</p>
		Source of Funds	The source of funds is GOSL
		Eligibility	Shall hold a valid registration for the grade specified in the IFB, at <b>CIDA. (C9&amp;C 8)</b>

1.3 The documents forming the contract are in the following order of priority

- 1) Letter of Acceptance
- 2) Contract Agreement
- 3) Memorandum of Understanding (if any)
- 4) Contractor's Evaluated Bid – Accepted BOQ
- 5) Schedule
- 6) Conditions of Contract
- 7) Specifications
- 8) Drawings
- 9) Bill of Quantities

16 **Bid Security**

Bid shall include a bid security

For an amount of **Rs.1,600.00**

Issued by an agency  
acceptable to the employer                      Yes / No  
Remain valid till    **77 Days**

31.    4.4    Performance Security    Amount of Performance Security required is 5 % of the Initial Contract Price. The form acceptable is unconditional bank guarantee, bond from construction guarantee fund and from an approved insurance company acceptable by the Employer

6.4    Late Completion    The amount to be paid is **0.025%** of Initial Contract Price per Day, subjected to maximum of **5%** of Initial Contract Price.

8.1    Notification of Defects    The period for Defect Notification is 365 Days from Taking Over.

10.3    Retention money    The amount of retention is **10 %** of certified work done.  
The maximum amount of retention is 5% of Initial Contract Price.

13.    10.9    Price Adjustment    Deleted / Applicable  
If Applicable only the price adjustment shall be computed in accordance with the ICTAD formulae **Option B** under Sub Clause 10.10  
Non Adjustable element shall be

10.11    Advance Payment    B.O.Q item Numbers  
Applicable / Deleted  
If applicable, upon the payment of the advance payment in full the Employer shall return the original of the Advance Payment Guarantee to the contractor

13.1 (c)    Insurance, third party    Minimum amount for third party insurance is Rupees .....

13.1    Insurance for Contractor's Personnel    Minimum amount for Insurance for Contractor's Personnel is Rupees.....

33.    1.1.11    Adjudicator    The Adjudicator proposed by the Employer is.....

Fees and types reimbursable expenses to be paid to the adjudicator shall be on a case to case basis and shall be shared by the contractor and the Employer

14.0    Resolution of Disputes    Fees and types reimbursable expenses to be paid to the arbitrator shall be on a case to case basis and shall be shared by the contractor and the Employer

**Section – 6**

**SPECIFICATIONS**

## **SPECIFICATIONS**

Following standard specifications published by ICTAD to be followed.

SCA/3/2        -        Water Supply Sewerage & Storm Water Drainage

SCA/4         -        Building Works (Vol I)

SCA/4/II      -        Building Works (Vol II)

SCA/8         -        Electrical & Mechanical Works

Any other Standard Specifications approved by the Government.

**Section – 7**

**BILLS OF QUANTITIES**



**Section – 8**

**DRAWINGS**

## CHECK LIST FOR BIDDERS

Bidders are advised to fill the following table:

ITEM	ITB Clause	YES (tick)	REFERENCE
<b>Form of Bid</b>			
Addressed to the <b>Employer</b> ?	18		
Completed?	18		
Signed?	18		
<b>Bid Security (if required)</b>			
Addressed to the <b>Employer</b> ?	16		
Format as required?	16		
Issuing Agency as specified?	16		
Amount and currency as requested?	16		
Validity <b>28 days beyond</b> the validity of Bid?	16		
<b>Qualification Information</b>			
All relevant information completed?	4		
Signed?	4		
<b>Addendum</b>			
Contents of the addendum (if any) taken in to account?	10		
<b>Bid Package</b>			
All the documents given in ITB clause 12 enclosed in the original and copy?	12		
ITB Clause 19 followed before Sealing the Bid Package?	19		

**SIGNATURE OF THE BIDDER**

**BILL OF QUANTITY FOR THE EXPENSION OF AZOLA PRODUCTION PONDS IN FACULTY OF AGRICULTURE  
EASTERN UNIVERSITY BATTICALOA, SRILANKA.**

**Note:-** All work to be carried out as per instruction of supervising officer. Payment will be made only for quantity of work done. Rates are included for testing of concrete and construction materials.

ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT (LKR)
A-APEU-1	<p align="center"><b><u>( A ) - EXCAVATOR AND EARTH WORK</u></b></p> <p>All the items in this trade are purely provisional since the depth of excavation are taken as indicated in drawing assuming the site is flat.</p> <p>Note:- Rate shall include for:-</p> <p>(a) Leveling bottom of trenches and keeping side plumb.</p> <p>(b) Back filling with selected Excavated materials and Consolidating.</p> <p>(d) Disposal of surplus excavated material and keeping all excavation free from water.</p> <p>( e) All excavations are measured net. No allowance made for working space.</p>	<p>Note</p> <p>Note</p>			
	<p>Excavation for foundation in any material except rock requiring blasting, part return fill in and ram, and surplus disposed of within site as directed. (Rate include for shoring)</p> <p align="center"><b><u>( B ) - CONCRETE WORKS</u></b></p> <p><b><u>Concrete</u></b></p> <p><b><u>Unless other wise stated all concrete work shall be</u></b></p> <p>(a) 1:2:4(3/4") mix.</p> <p>(b)1:3:6 (40)Mix</p> <p>(c)1:1-1/2:3(20)</p> <p>(d) Made dense with a vibrator.</p> <p>(e)So cast astoreceive only that finishing on it sexposed surface as required.</p> <p><b><u>Rates for concrete shall include for :-</u></b></p> <p>Plant formixing, handling, hosting, depositing, compacting --do -- curing removal of formwork.</p> <p>Unless other wise specified in the respective items,all form work and reinforcement are measured separately</p>	m <sup>3</sup>	2.00	.....	.....

**BILL OF QUANTITY FOR THE EXPENSION OF AZOLA PRODUCTION PONDS IN FACULTY OF AGRICULTURE  
EASTERN UNIVERSITY BATTICALOA, SRILANKA.**

**Note:-** All work to be carried out as per instruction of supervising officer. Payment will be made only for quantity of work done. Rates are included for testing of concrete and construction materials.

ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT (LKR)
	<b><u>Reinforced Concrete</u></b>				
B-APEU-1	Cement concrete 1:2:4(20) in <b>Pond base and walls.</b>	m <sup>3</sup>	1.28	.....	.....
B-APEU-2	Supplying mixing used Dr. fix it wall and base area (1.27 Lit for use 1 Cu.m G-20 Cement concrete)	m <sup>3</sup>	1.28	.....	.....
	<b><u>( C ) - FORM WORKS</u></b>				
	(A) Rate shall including for all necessary boarding, supports, erecting, framing, cutting & angles, striking or removal, cleaning, wetting etc.				
	(B) Form work is measured in the same order as the concrete items.				
	(C)Form work is measured as the net contact surface measurement between concrete and form work.				
	(D) Form work for column, beam & lintels are given as a girth measurements.				
C-APEU-1	Playwood sheet Shuttering for walls.including class II 50x50mm runner joists and necessary supports. Rate to include for removal.(If necessary)	m <sup>2</sup>	19.25	.....	.....
	<b><u>( D ) - REINFORCEMENTS</u></b>				
	Tor steel rod reinforcement including bends, hooks, tying wire, distance blocks and ordinary spacers ( Inevitable laps and chairs included in BOQ Quantities) fy = 460 N/mm2	Note			
	Mild steel rod reinforcement to BS 4449 and strength (FY=250 N/mm2) including bends, hooks, tying wire, distance blocks and ordinary spacers.	Note			
D-APEU-1	Tor steel rods (10mm @ 200mm c/c) in reinforcing in base and wall bent to shape, laid in position and tied with G.I. Wire as directed.as per drawing.	kg	88.00	.....	.....

**BILL OF QUANTITY FOR THE EXPENSION OF AZOLA PRODUCTION PONDS IN FACULTY OF AGRICULTURE**  
**EASTERN UNIVERSITY BATTICALOA, SRILANKA.**

**Note:-** All work to be carried out as per instruction of supervising officer. Payment will be made only for quantity of work done. Rates are included for testing of concrete and construction materials.

ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT (LKR)
	<b><u>( E ) - WALL FINISHES</u></b>				
	<b>The rates shall include for all temporary rules, screed and grouts etc. for raking out joints of brick work or hacking new concrete for key. Internal and coverd ancles joints making good around pipes, sanitary fit similar fixtures. between different surfaces, etc.</b>	Note			
E-APEU-1	10mm th.plaster to RCC pond external walls cement and sand 1:3 finished smooth.	m <sup>2</sup>	11.80	.....	.....
E-APEU-2	20mm thick 1:2 cement Plaster with 5% pudlo cement to pond internal wall and bottom.	m <sup>2</sup>	15.80	.....	.....
E-APEU-3	Gray cement floating coat & finish smooth to tank internal walls.	m <sup>2</sup>	27.60	.....	.....
E-APEU-4	Allow for supplying and fixing pond water inlet and outlet PVC pipe arangement.Rate including 32mm Pvc Pipe (6.m long) with 32mm Ball valve (2Nos ).	Item	Allow	Sum	.....
	<b>Azola Production Pond Carried to Summary</b>				

**BILL OF QUANTITY FOR THE EXPENSION OF AZOLA PRODUCTION PONDS IN FACULTY OF AGRICULTURE  
EASTERN UNIVERSITY BATTICALOA, SRILANKA.**

**Note:-** All work to be carried out as per instruction of supervising officer. Payment will be made only for quantity of work done. Rates are included for testing of concrete and construction materials.

ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT (LKR)
---------	-------------	------	-----	------	--------------

**BILL OF GRAND TOTAL**

L.NO	DESCRIPTION OF WORK	TOTAL AMOUNT (LKR)
1	<b>Bill Total Summary For</b> :Azola Production Pond (As Per Annex BOQ) (Collection Pages : 1 to 3)	.....
	TOTAL CARRIED TO SUMMARY	
	LESS DISCOUNT .....(%) (If any)	
	GRAND TOTAL (BID PRICE) -EXCLUDING VAT	

**Total Amount in words:** .....

.....  
.....

Total Value of VAT (Rs) : .....

VAT Registration Number : .....

.....  
**Signature Of Bidder**

Date:

.....  
**Signature Of Employer**

Date:

Witness :.....

Address:.....

.....

**BILL OF QUANTITY FOR THE EXPENSION OF AZOLA PRODUCTION PONDS IN FACULTY OF  
AGRICULTURE EASTERN UNIVERSITY BATTICALOA, SRILANKA.**

**A1. NOTES AND PRELIMINARIES.**

Note:-

This bill of quantities contains pages **04** consecutively. Please check to see that no pages missing not any in duplicate and that all **TRADES** are carried to **SUMMARY** at the end of this Bill of Quantities

**A2. Specifications**

All items of work are to be done strictly as shown in drawings accordance with and read and in conjunction with the Sri Lanka specification for buildings works,Electrical works, water supply and sewerage work (CITP / ICTAD publication).

The Project Director may direct a special order of work.

**A3. Drawings**

The following drawings listed here under and any other detail drawings referred to through out this Bill of Quantities will form a part of the contract documents.

Architectural  
Structural  
Structural details

General arrangement, Plans & Sections, Details of Foundation

**A4. Inspection of site.**

Tenderers are requested to visit the site and acquaint themselves with all existing conditions and with the nature and extent of work to be done under this contract.

As no extras will be allowed on the plea of want of information due to neglect on their part of this regard.

**A5. Timber**

Unless otherwise specified in the respective trades/sections, the timber for all trades shall be as specified in Carpentry & Joinery.

**A6. Cement**

Cement having SLS 107 or equivalent Approved by Engineer.

**A7. Trade Name**

Where trade names, brands and / or catalogue or equipment may be used, Provided that the characteristics of type, quality, appearance, finish method of construction and / or performance is not less than specified and provided also that approval is first obtained.

#### **A8. Method of Measurement.**

This Bill of Quantities has been provided generally in accordance with:-

- (a) The principles of the Standard Method of Measurement for buildings works in Sri Lanka.  
(SLS 573:1982)
- (b) The S.M.M. issued by the quantity Surveying Section. Departments of Building August 1980

#### **A9. Rates**

Rates for all items shall be inclusive of the following:

- (a.) All supply of materials, labour, plant, Scaffolding, waster, Incidental Materials, fixing media, Cartage, Hoisting, Fitting and fixing Complete.
- (b.) Providing holes, chasing etc. as directed for electrical Installation and all other services and making good as the same as and when such installations are provided
- (c.) Providing samples specimens etc for such items of work as required.
- (d.) All overhead preliminary expenses and profit except where otherwise stated.
- (e.) Testing of all buildings materials.
- (f.) Furnishing monthly 3 sets of photography for the buildings under construction from three locations identified by the Engineer.
- (g.) Providing stable access ( Temporary Stair case) Externally from ground floor to 1 st and 2 nd floor level to transport materials, labourer & etc.

#### **A10. Measurements:-**

Tenderers are to note that the measurement are taken absolutely NET unless otherwise stated and they must, therefore, allow in their prices for all straight cutting and waste, laps, etc through out even though not specifically mentioned.

#### **A11. Discrepancies:-**

Any discrepancies in drawings Specifications, Bill of Quantities or any other documents should be brought to the notice of the Employer before tendering.

#### **A12. Payments:-**

Payments shall be made on actual quantity of work carried out at the site as per Contract.  
The quantities given in the bill of quantities are approximate.

Attention of the tenderer is drawn to the requirements of contract, the specifications and any other Particulars of the tender. It is the tenderer's responsibility to see that his prices include for and any complying with all the requirements of the conditions of contract and any other documents whether specifically referred to in the bill of quantities or not.