

**SRI LANKA NAVY BID INVITATION FORM**

NAVAL HEADQUARTERS  
FLAG STAFF STREET  
COLOMBO 01.

FILE NO. **CB/D/67/2009**

M/S .....

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**07.06.2009**

DEAR SIR,

**QUOTATION FOR THE SUPPLY OF NURSING BADGE**

01. BIDS ARE INVITED FOR THE SUPPLY OF ITEMS IN THE ATTACHED LIST AS PER SPECIFICATION GIVEN.

02. THE BID SHOULD BE SENT IN DUPLICATE IN FAVOR OF **CHAIRMAN DEPARTMENTAL PROCUREMENT COMMITTEE, SRI LANKA NAVY, PO BOX 593, COLOMBO 01** UNDER SEALED AND REGISTERED COVER OR DEPOSITED IN THE TENDER BOX KEPT AT THE MAIN ENTRANCE TO NAVAL HEADQUARTERS COLOMBO 01 FAX QUOTATION WILL NOT BE ACCEPTED. FURTHER, ORIGINAL AND DUPLICATE COPY OF THE BID SHALL BE SEALED SEPARATELY AND CLEARLY MARKED AS 'ORIGINAL' AND 'DUPLICATE' AND DELIVERED ACCORDINGLY.

03. THE ENVELOPE CONTAINING THE BID SHOULD BE MARKED "BID FOR THE SUPPLY OF **NURSING BADGE** REFERENCE NUMBER **CB/D/67/2009** OPENING ON **07.07.2009**" ON THE TOP LEFT HAND CORNER AND SHOULD REACH NOT LATER THAN 1400 HRS ON **07.07.2009** WHICH WILL BE THE BID OPENING DATE AND TIME. YOUR BID MAY BE REJECTED IF YOU FAIL TO INDICATE THESE DETAILS. FURTHER LATE BIDS ALSO WILL BE REJECTED.

04. YOUR OFFER SHOULD BE FIRM WITHOUT ANY CONDITIONS SUCH AS SUBJECT TO PRIOR SALES/ SUBJECT TO VARIATIONS OF PARTY RATES ETC. THE OFFERS SUBMITTED WITH SUCH SALES CONDITIONS WILL BE REJECTED.

05. THE FOLLOWING DETAILS ARE ALSO TO BE INDICATED IN THE BID AS APPLICABLE.

- a. MAKE AND COUNTRY OF ORIGIN.
- b. MANUFACTURER'S NAME & ADDRESS.
- c. WARRANTY PERIOD.
- d. DELIVERY PERIOD & OTHER CONDITIONS OF DELIVERY.
- e. WHETHER THE BIDDER IS THE SOLE AGENT OR REPRESENTS THE MANUFACTURE IN SRI LANKA.
- f. DISCOUNTS AND OTHER CHARGERS IF ANY.
- g. THE VALIDITY OF THE OFFER (SHOULD BE MINIMUM OF 120 DAYS)
- h. CREDIT FACILITIES SHOULD BE EXTENDED TO MINIMUM OF 60 DAYS.
- i. ANY OTHER RELEVANT DETAILS IF ANY.

06. IF THE TOTAL VALUE OF THE CONTRACT IS OVER RS. 5,000,000.00 (EXCLUDING VAT) A BID GUARANTEE TO THE VALUE OF 1% OF THE TOTAL CONTRACT VALUE SHOULD BE PROVIDED WITH THE OFFER / BID.

07. 10% PERFORMANCE GUARANTEE REQUIRED TO BE SUBMITTED IN THE FORM OF A BANK GUARANTEE / CASH DEPOSIT BY THE SUCCESSFUL BIDDER IF THE CONTRACT VALUE EXCEED RS. 1,500,000.00 VALIDITY OF WHICH SHOULD BE UNTIL THE SUPPLIER FULFILLED HIS OBLIGATION AS PER THE ORDER/ AGREEMENT.

08. IF THE TOTAL VALUE OF THE CONTRACT IS OVER RS. 2,000,000.00 SUCCESSFUL BIDDER TO BE SIGNED AN AGREEMENT WITH SRI LANKA NAVY.

09. BIDDER MUST BE ABLE TO PRODUCE THE POWER OF ATTORNEY FROM THE MANUFACTURER TO REPRESENT THEM IF NEEDED. BIDDER OR THEIR REPRESENTATIVES ARE ALLOWS TO BE PRESENT AT THE OPENING OF THE BIDS.

10. THE CHAIRMAN PROCUREMENT COMMITTEE SRI LANKA NAVY RESERVES THE RIGHT TO REJECT BID OR TO ACCEPT PART OF BID WITHOUT ANY QUESTION / REASON.

11. ITEMS ARE TO BE DELIVERED TO THE TRANSIT STORES, SLNS 'MAHASSEN', WELISARA, RAGAMA ALONG WITH THE COPY OF ORDER AND THE RELEVANT INVOICE WITHIN THE SPECIFIED PERIOD.

12. IF THE SUPPLIER FAILS TO DELIVER ANY OR ALL THE ITEMS WITHIN THE STIPULATED TIME PERIOD, LIQUIDATED DAMAGES BE CHARGED AT THE RATE OF 0.5% OF THE TOTAL VALUE OF THE CONTRACT PER WEEK (7 DAYS) UP TO A MAXIMUM 10 %.
13. THE PRICES SHOULD BE QUOTED ONLY IN SRI LANKA RUPEES.
14. ANY UNDUE INFLUENCE, OFFERING OF BRIBE OR ANY OTHER CORRUPT PRACTICES WILL RESULT DISQUALIFICATIONS / REJECTION OF THE OFFER IN ADDITION TO NORMAL LEGAL ACTION.
15. SUCCESSFUL BIDDER SHOULD SUPPLY ITEMS WITHIN THE GIVEN TIME PERIOD AND CLAIM ALL THE DUES WITHIN A MAXIMUM PERIOD OF ONE YEAR FROM THE DATE OF DELIVERY OF ITEMS. FURTHER SRI LANKA NAVY WILL NOT BE RESPONSIBLE FOR ANY PAYMENT BEYOND THE PERIOD OF ONE YEAR FROM THE DATE OF DELIVERY AND IT IS THE RESPONSIBILITY OF THE SUPPLIER TO PURSUE THE MATTER AND OBTAIN PAYMENTS WITHIN A PERIOD OF ONE YEAR.
16. IF THE SUPPLIERS ARE REGISTERED FOR THE VAT. THEY SHOULD INDICATE THE AMOUNT OF VAT CLAIMED SEPARATELY IN THE BID DOCUMENTS, IN ADDITION TO THE NET VALUE OF THE BID ALONG WITH THE VAT REGISTRATION NUMBER. DECLARATION OF VAT REGISTRATION NUMBER IS A MANDATORY REQUIREMENT FOR DETERMINATION OF BIDS. ANY BIDDERS WHO DO NOT DECLARE VAT REGISTRATION NUMBER WILL BE LIABLE FOR REJECTION OF THE BID.
17. IF ANY BIDDER IS NOT REGISTERED FOR THE VAT HE/SHE SHOULD INDICATE THE NET VALUE OF THE BID. UNDER THIS CATEGORY, BIDDERS SHOULD OBTAIN A LETTER FROM THE COMMISSIONER OF INLAND REVENUE DEPARTMENT CERTIFYING THAT THE BIDDER HAS NOT BEEN REGISTERED FOR VAT AND COPY OF SAME SHOULD BE ATTACHED TO THE BIDDING DOCUMENTS.
18. DOMESTIC PREFERENCE: THE PURCHASER WILL GRANT A MARGIN OF PREFERENCE TO GOODS MANUFACTURED IN SRI LANKA FOR THE PURPOSE OF BID COMPARISON IN ACCORDANCE WITH THE PROCEDURES OUTLINED BELOW. 'BIDS OFFERING GOODS MANUFACTURED IN SRI LANKA FOR WHICH'
  - (I) LABOUR, RAW MATERIALS AND COMPONENTS FROM WITHIN SRI LANKA ACCOUNT FOR MORE THAN THIRTY (30%) PERCENT OF THE PRICE QUOTED AND
  - (II) THE PRODUCTION FACILITY IN WHICH THEY WILL BE MANUFACTURED OR ASSEMBLED OR HAS BEEN ENGAGED IN MANUFACTURING OR ASSEMBLING SUCH GOODS AT LEAST SINCE THE DATE OF BID SUBMISSION.
19. TESTING CHARGERS RS. \_\_\_\_\_ TO BE PAID TO DIRECTOR FINANCE AT NAVAL HEADQUARTERS AND RELEVANT RECEIPT SHOULD SUBMIT ALONE WITH THE BID ONLY IF APPLICABLE.
20. SAMPLE 03 NOS TO BE FORWARDED ALONG WITH THE BID. SAMPLES GIVEN FOR EVALUATION SHOULD BE COLLECTED BY THE RESPECTIVE SUPPLIERS WITHIN 30 DAYS FROM THE NOTICE GIVEN BY SRI LANKA NAVY AND FAILING WHICH SRI LANKA NAVY WILL NOT BE RESPONSIBLE FOR RETURNING OF SUCH SAMPLES.
21. FURTHER DETAILS COULD BE OBTAINED FROM UNDERSIGNED OVER THE TELEPHONE NO. 2380248, 4632341, 4632346 OR 4632347 (FAX NO 2433896/2424578)

YOUR'S FAITHFULLY,

FOR CHAIRMAN PROCUREMENT COMMITTEE  
SRI LANKA NAVY

DEAR SIR

I/WE AGREE TO ABIDE BY THE CONDITIONS OF BID SPECIFIED ABOVE EXCEPT AS NOTED IN OUR PROPOSAL DATED ..... WHICH SHALL OF PART OF AND REGULATION CONTRACT HERE UNDER

.....  
SIGNATURE  
NAME & DESIGNATION  
WITH COMPANY STAMP

DATE:.....

**PURCHASE OF NURSING BADGE**  
**FILE NO. CB/D/67/2009**

<b><u>SR. NO.</u></b>	<b><u>ITEM</u></b>	<b><u>DENO</u></b>	<b><u>QTY</u></b>	<b><u>UNIT PRICE</u></b>
I.	NURSING BADGES	NOS	200	.....

- Detailed specifications for each items are attached / enclosed herewith.
- **Note** : Samples could be inspected at Senior Staff Officer (Clothing) office during working hours.