

Tender No:  
Our Ref. KDU/PRO/LIB/12/2022



General Sir John Kotelawala Defence University,  
Kandawala Estate, Ratmalana, Sri Lanka.  
Exchange: 2632028 ,2622995  
OCLS:2622504, Procurement Officer:2623599  
Fax :2622504, 2623599 Web: www.kdu.lk

06 / 05 / 2022

**INVITATION TO BID AND GENERAL CONDITIONS OF TENDER**

1. The Vice Chancellor of the General Sir John Kotelawala Defence University, as the Chairman, Department Procurement Committee invites Bid/s from prospective Bidders for supply of **items listed in the schedule in Annex “A”. The relevant specifications of the items are indicated in Annex “B”.**

2. **CLOSING DATE&TIME.** The tender will close at 1000 hrs on 31 / 05 /2022 .Any Bid submitted after the closing time of the tender will be rejected & unopened such bids will be returned to the bidder.

3. **VALIDITY OF BID.** The bid submitted under this tender **must be valid for a period of 120 days from the date of closing of tender.**

4. **BID BOND /GUARANTEE.**

(a) If the quoted bid value exceeds Rs: 2,000,000.00 such Bids should be accompanied with 1% of Bid Value an “on demand” and “unconditional” Bid Bond/Guarantee for a sum of **Rs: .....** in the format given in Annex “C” through a recognized local Bank or Insurance Company registered in Sri Lanka which is authorized by the Insurance Board of Sri Lanka to issue such Bid Guarantees. All Bid Bond/Guarantees should be valid for at least 30 days more than the validity period of bids, is, for 150 days from the date of Bid opening. **Cheques will not be accepted as Bid Guarantee.**

(b) Submission of insufficient Bid Bond/Guarantee value or period will be considered as a “**major deviation**” and such offer will not be considered for further procurement action and will be rejected.

5. **VALUE ADDED TAX.**

The Bidders who bid for locally delivered items must have the VAT registration. The VAT portion must be shown separately in the price schedule in Annex “A” and VAT registration number must be indicated. If the quoted item is exempted from VAT or Bidding Company is not liable for VAT, reference number and date of relevant Act number/Gazette notification/a certificate (as applicable) **issued for the current financial year** from the Commissioner General of Inland Revenue to that effect should be submitted along with the Bid.

6. **BID SUBMISSION.**

The **bidder must duly sign at the last page (before Annexes) of this document** indicating the name of the signatory and the name of the company & place the company common seal to confirm the acceptance of tender conditions. **The Bid/s that do not include authorized signature will be rejected.** The Bid/s duly signed by the bidder enclosed and sealed in an appropriate cover addressed to the following address should be sent by registered post or could be deposited in the **appropriate tender box placed at General Sir John Kotelawala Defence University, Kandawala Estate, Ratmalana**(at the Main Entrance of General Sir John Kotelawala Defence University) on or before the time & date specified for the closing of tender. **The tender reference number, date & time of closing tender should be indicated & underlined at the top left corner of the envelop.**

**Tender Ref No** :.....

**Closing Date & Time** :.....

The Chairman,  
Department Procurement Committee,  
General Sir John Kotelawala Defence University,  
Kandawala Estate, Ratmalana, Sri Lanka.

7. The Bid/s must be submitted in the attached schedule of prices in Annex “A” as applicable. However, bidders could use similar formats prepared with their own letter heads with all the details mentioned therein and submit in **three copies along with duly signed copy of a General Conditions of tender.** The Bid/s must contain **Technical Literature, Pamphlets, Drawings and Quality Standard Certificate etc** necessary to determine characteristics of items offered and in case of Machinery/Vehicles & Equipment, servicing and workshop data/after sales service, back up facilities or any other facilities provided by the supplier.

8. **SUBMISSION OF SAMPLES/PAYMENT OF TESTING CHARGES.**

When it is required to submit samples, **every offer** must be accompanied with pre - marked samples. The marking of samples **indicating the Bidder & Offer number** must be done and the samples must be handed over to the officer at same place where tender box is placed **on or before the closing date & time of the Bid.** Samples submitted after closing time of the Bid will be rejected. The documents such as Air Way Bills etc, will not be accepted in place of samples. When the testing charges are required to be paid, bidders shall pay testing charges separately **for all offers** indicated in their bid/s.

(1) **Samples.** Please submit .....samples.

(2) **Testing Charges.** A sum of Rs. .... **per offer** must be paid to the Bursar of

KDU, prior to the submission of bid and a copy of the receipt must be annexed to the bid. It is the responsibility of bidder to inform the Cashier of the Account Office to note the tender number on the receipt issued for such payments.

9. **BID OPENING.** All duly received bids **will be opened immediately after the scheduled closing time of Bids at the same venue.** Bidders or their accredited agents could be present at the time of opening of bids.

10. **PRICES.**

For locally delivered items (including locally manufactured items & foreign items imported by the bidders) price must be quoted in Sri Lankan Rupees, inclusive of all charges for delivery of items to General Sir John Kotelawala Defence University Ratmalana, Faculty of Allied Health Science (FAHS) Werahera and University Hospital Werahera or Southern Campus Sooriyawewa. **Unit price, VAT and Total price should be clearly indicated in schedule in Annex “A”.** Other than VAT, all other type of taxes (eg : NBT, BTT, etc.) should not be indicated separately and should be included in unit price.

11. **RESTRICTEDTENDERS.** Invitation to Bids are circulated among the registered suppliers with Ministry of Defence (MOD), only bids submitted by registered suppliers will be allowed for consideration. However, Chairman, Department Procurement Committee reserves the right to invite the bids from multiple combinations of Procurement Methods as stipulated in Chapter III of the Government Procurement Guideline, 2006 to ensure highest competitiveness.

12. **PERFORMANCEBOND/GUARANTEE.** A successful bidder shall furnish a Performance Bond/Guarantee in the form of "On Demand" & "Unconditional" Bank/Insurance Guarantee for a sum equivalent to 10% of the contract value for every contract that exceeds Rs. 2,000,000.00 or equivalent amount in foreign currency through a recognized Commercial Bank registered in Sri Lanka or through an Insurance Company authorized by the Insurance Board of Sri Lanka to issue such Performance Guarantee for this purpose, **within two weeks from the date of notification of award.** The proceeds of the Performance Bond/Guarantee shall be payable to the Vice Chancellor of the General Sir John Kotelawala Defence University as compensation for any loss resulting from the supplier's failure to complete his performance obligations under the contract. If the contracted supplier fails to deliver the items on time or fails to complete the works as per the agreed contract, **THE TOTAL VALUE OF THE PERFORMANCE BOND/GUARANTEE** will be forfeited. If only partial delivery is made during the agreed contract period, the corresponding value percentage of undelivered quantity from the Performance Bond/Guarantee will be forfeited.

13. **SIGNINGOFCONTRACT.** The notification of award will be transmitted to the successful bidder by post, by fax or e-mail. This notification constitutes the formation of the contract. The successful bidder should submit his written acceptance for the award and performance bond / guarantee (For awards over Rs. 500,000.00 without VAT) within 14 days of receipt of such notification. Upon acceptance of the award and furnishing of the Performance Bond/Guarantee, the successful bidder will have to enter into a formal contract with the Vice Chancellor of the General Sir John Kotelawala Defence University by signing the Contract.

14. **DELIVERY.** Preference will be given for early delivery. In case of bulk supplies for locally manufactured items, the delivery of **total quantity must be completed within 120 days of signing of contract,** unless mutually agreed for extended delivery period with General Sir John Kotelawala Defence University. **The bidder/s must indicate the proposed delivery schedule in Annex "E".** In the event of placing a purchase order with the successful bidder, the total quantity so ordered must be supplied as one consignment unless part deliveries are agreed upon in the contract. The deliveries not made as per agreed delivery schedule will be considered as bad performances by the suppliers and **no extended delivery period will be authorized.** Under extreme unavoidable conditions too, the Chairman, Department Procurement Committee (Vice Chancellor of the General Sir John Kotelawala Defence University) reserves the right to grant or refuse delivery period extensions only within the current financial year with or without liquidated claim for delayed deliveries and that decision will be final.

15. **LIQUIDATEDDAMAGES.** In case of delivery period extensions requested by the successful bidder, a sum equivalent to 1% of the total value of the delayed supply per delay of one week or part thereof may be deducted from the payment due to the supplier from the General Sir John Kotelawala Defence University as liquidated damages up to the maximum limit of 12% of the total value of delayed supplies.

16. **PAYMENT TERMS FOR LOCALLY DELIVERED ITEMS.** Payment will be made after acceptance of items which should be subjected to a pre-acceptance inspection/testing by General Sir John Kotelawala Defence University authorities. The delivery made to the General Sir John Kotelawala Defence University should not be considered as quantities taken over by General Sir John Kotelawala Defence University until items are properly accepted after pre-acceptance inspection. Any item that does not conform to the specifications or already approved sample will be rejected & it is the responsibility of the supplier to remove them from General Sir John Kotelawala Defence University stores/premises within 07 working days of such intimation (either verbal or written) at his own cost and replace them with items conforming to specification within one month of such rejection. The bidder shall allow approximately 60-90 days period of credit from the date of acceptance of items for Account Office, General Sir John Kotelawala Defence University to obtain liquid cash from General Treasury & release the payment.

17. **RIGHTS OF THE PROCUREMENT COMMITTEE.** The Department Procurement Committee reserve the right to accept or reject whole or part of this tender and their decision will be final. The successful bidders will be notified. Information with regard to rejected or unsuccessful bids will not be communicated.

Thanking You,  
Yours faithfully,

For Vice Chancellor  
General Sir John Kotelawala Defence University

I/We agree to abide by the conditions of tender and undertake to supply the items as per delivery schedule mentioned in the contract, in the event of an order been placed with me/my firm/company as a result of this tender.

.....  
Signature

.....  
Name of Signatory

.....  
Name of the Company/Bidder

.....  
Date :-

Company seal

Our Ref. KDU/PRO/LIB/12/2022

**SCHEDULE OF PRICES FOR LOCALLY DELIVERED ITEMS****PURCHASE OF LIBRARY BOOKS (PRINTED) - 2022 FACULTY OF BUILT ENVIRONMENT AND SPATIAL SCIENCES**

S/N	Title (Edition / Author / ISBN)	Publisher, Year	Deno	Qty	PRICE EACH SLRS	TOTAL PRICE SLRS
<b>DEPARTMENT OF SPATIAL SCIENCES</b>						
01	The International Law of the Sea — 3rd ed. — Yoshifumi Tanaka — 978-1108440103 / 110844010X	Cambridge University Press, 2019	No	1		
02	Hydrography for the Surveyor and Engineer — 3rd ed. — A E Ingham — 9780632029433	Wiley-Blackwell, 1993	No	1		
03	An Introduction to an Overview of Hydrographic Survey Techniques — J. Paul Guyer — 979-8625175678	2020	No	1		
04	The ESRI Guide to GIS analysis, Geographic patterns and relationships — 2nd ed. — Andy Mitchell — 1589485793, 978-1589485792	Esri Press 2020	No	1		
05	Fundamentals, Applications and Implementations — Elangovan — 9788189422165	NIPA 2006	No	1		
06	Linear Algebra, Geodesy and GPS — Gilbert Strang, Kae Borre — 978-0961408862 / 0961408863	Willesley-Cambridge Press 1997	No	1		
07	Geometrical geodesy: using information and computer technology — Hooijberg, Maarten — 9783642433368	Springer 2007	No	1		
08	Principles of GNSS, inertial, and multi-sensor integrated navigation systems — 2nd ed. — Paul D. Groves — 978-1608070053	Artech House, 2013	No	1		
09	Calculus and analytic geometry — 9th ed. — Thomas, GB, Finney, RL — 978-0201531749	Addison Wesley 1995	No	1		
10	Elementary Linear Algebra — 7th ed. — R. Larson — 9781133111344	Cengage Learning, 2012	No	1		
11	Introduction to Health and Safety in Construction: for the NEBOSH National Certificate in Construction Health and Safety — 5th ed. — Phil Hughes, Ferrett — 978-0415824361	Routledge, 2015	No	1		
12	Geostatistics for Natural Resources Evaluation (Applied Geostatistics) — 1st ed. — Pierre Goovaerts — 978-0195115383	Oxford University Press, 1997	No	1		
13	Tides: New Theory — Daniel K. Chase — 978-1330583432	HardPress 2018	No	1		
14	Geodesy — Guy Bomford — 0342654241 / 978-0342654246	Oxford University Press, 1971	No	1		
15	Plane Analytic Geometry — Bocher M. — 978-1341360145	Palala Press 2015	No	1		
16	Plane and Spherical Trigonometry — Palmer C.I. — 9780343431839	Franklin Classics 2018	No	1		
17	Schaum's Solved Problems Series Differential Equations — Bronson, Richard; Co sta, Gabriel — 978-0070079793 / 007007979X	McGraw- Hill 1989	No	1		
18	GIS modeling in raster: A thorough and concise entry into the powerful tools — 1st ed. — Michael N. DeMers — 9780471319658	Wiley, 2001	No	1		
<b>DEPARTMENT OF ARCHITECTURE</b>						
19	Structural Analysis Vol. 1 — S S Bhavikatti — 9788194751984	Vikas Publishing House Pvt Ltd, 2010	No	1		
20	Experience Sociology — 3rd ed. — William Hoynes, David Croteau — 9781259405235	McGraw-Hill Education, 2017	No	1		
21	Urban Sociology: Images and Structure — 5th ed. — William George Flanagan — 9780742561762	Rowman & Littlefield, 2010	No	1		

22	Sociology: A Brief Introduction — 14th ed. — Richard T. Schaefer — 9781260259285	McGraw-Hill, 2021	No	1		
23	Climate responsive design — Hyde, R. — 0419209700/ 9780419209706	Taylor & Francis, 2000	No	1		
24	Building Services and Equipment — 3rd ed. — F. Hall — 781138653641 /9781138653627	T&F/Routledge, 2016	No	1		
25	Building Services Engineering — 6th ed. — David V. Chadderton — 9781138628441	T&F INDIA, 2017	No	1		
26	Documentary storytelling: Creative Nonfiction on Screen for video and filmmakers — 4th ed. — Sheila Curran Bernard — 9780415843300	Routledge, 2016	No	1		
27	Diagramming the Big Idea: Methods for Architectural Composition — 2nd ed. — Jeffrey Balmer, Michael T. Swisher — 978-1138549906 / 1138549908	Routledge, 2019	No	1		
28	A Primer on Theory in Architecture — 1st ed. — Karen Cordes Spence — 9781138912410	Routledge, 2016	No	1		
29	Atlas of Dutch water cities — 1st ed. — Fransje Hooijmeijer, Han Meyer, Arjan Nienhuis — 9789058751744	SUN, 2005	No	1		
30	Low Energy Low Carbon Architecture: Recent Advances & Future Directions — 1st ed. — Khaled Al-Sallal — 9780367574840	CRC Press, 2020	No	1		
31	Cradle to Cradle — Braungart, M. & McDonough, W. — 9780099535478	Vintage Publishing, 2009	No	1		
32	Design with Climate: Bioclimatic Approach to Architectural Regionalism - New and expanded Edition — Olgay V et.al. — 9780691169736	Princeton University Press, 2015	No	1		
33	Architecture in a Climate of Change: A Guide to Sustainable Design — 2nd ed — Peter Frederick Smith — 9780750653466	Architectural Press, 2001	No	1		
34	Economics — 11th ed. — Colander C.D — 9781260225587	McGraw-Hill ,2019	No	1		
35	Building Acoustics — 1st ed. — Marc Asselineau — 9780367268237	T&F/INDIA, 2019	No	1		
36	Architectural Acoustics — 2nd ed. — Marshall Long — 978-0123982582	Academic Press, 2014	No	1		
37	Hughes Electrical & Electronic Technology — 10th ed. — Edward Hughes — 978-0132060110, 9788131733660	Prentice Hall, 2008	No	1		
38	Lumiture: Illuminating Interiors for Designers and Architects — 1st ed. — Anna Yudina — 978-0500518342	Thames & Hudson, 2016	No	1		
39	1000 Lights — 1st ed. — Charlotte & Peter Fiell — 978-3836546768	TASCHEN; Illustrated edition, 2013	No	1		
40	Building Services Handbook — 9th ed. — Fred Hall, Roger Greeno — 9781138244351	Routledge, 2017	No	1		
41	Fire Safety In Buildings — 3rd ed. — V. K. Jain — 9789389802191	New Age International Publisher, 2010	No	1		
42	Fire Safety Design for Tall Buildings — 1st ed. — Feng Fu — 9780367444525	CRC Press, 2021	No	1		
43	Elevator Design, Construction and Maintenance — 1st ed. — Merchant Books — 978-1603861168	Merchant Books, 2008	No	1		
44	Design Research in Architecture: An Overview — 1st ed. — Murray Fraser — 978-1409462170	Routledge, 2013	No	1		
45	The Routledge Handbook of Planning Research Methods — 1st ed. — Elisabete A. Silva, Patsy Healey, Neil Harris, Pieter Van den Broek — 978-1138216570	Routledge, 2016	No	1		
46	Design Studio Vol. 1: Everything Needs to Change: Architecture and the Climate Emergency: 2021 — 1st ed. — Pelsmakers. Sofie Nick Newman — 9781859469651	RIBA Publishing, 2021	No	1		
47	Energy / People / Buildings: Making sustainable architecture work — 1st ed. — J. Kimpian; H.	RIBA Publishing, 2021	No	1		

	Hartman; S.Pelsmakers — 9781859465875					
48	Biomimicry in Architecture — 2nd ed. — Pawlyn , Michael — 9781859466285	RIBA Publishing, 2016	No	1		
49	Living Wall Jungle the Concrete — 1st ed. — Jialin Tong — 9789881545107	Design Media Publishing, 2014	No	1		
50	JA 109. Kengo Kuma: a LAB for materials — 1st ed. — Editor: The Japan Architect — 9784786902949	Shinkenchiu-Sha Company, Limited, 2019	No	1		
51	100 CONTEMPORARY BRICK BUILDINGS — 1st ed. — Philip Jodidio — 9783836562355	TASCHEN, 2017	No	1		
52	MADE OF CONCRETE — 1st ed. — Daniel Mettler, Daniel Studer — 9783035614459	Birkhäuser, 2018	No	1		
53	CONCRETE- mini Format — 1st ed. — William Hall — 9780714875156	Phaidon Press, 2017	No	1		
54	100 Contemporary Wood Buildings Bibliotheca Universalis — 1st ed. — Philip Jodidio — 9783836561563	TASCHEN,2017	No	1		
55	METAMORPHISM material change in architecture — 1st ed. — Akos Moravanszky — 9783035610192	Birkhauser, 2017	No	1		
56	EcoMasterplanning — Yeang K — 9780470697290	John Wiley & Sons Inc	No	1		
<b>DEPARTMENT OF QUANTITY SURVEYING</b>						
57	SMM7: standard method of measurement of building works — 7th ed. — Royal Institution of Chartered Surveyors — 9780854063604	Construction Confederation,1998	No	1		
58	CESMM3 Handbook — 2nd ed. — Martin Barnes — 9780727733467	Thomas Telford Publishing1994	No	1		
59	Contract Planning and Contractual Procedures — 3rd ed. — B. Cooke — 9780333577608	Palgrave MacMillan, 1992	No	1		
60	ICE Manual of Health and Safety in Construction — 2nd ed. — Ciaran Mc Aleenan and David Oloke: — 9780727760104	ICE Publishing, 2015	No	1		
61	Cost Studies of Buildings — 5th ed. — Ashworth A — 9781138129771	Routledge, 2015	No	1		
62	Management Information Systems: Managing the Digital Firm — 16th ed. — Kenneth C. Laudon, Jane P. Laudon — 9789389552447	PEARSON, 2019	No	1		
63	Application Guide 15/96: Value Engineering of building Service. — 2nd ed. — Hayden G W and Parsloe C J (1996) — 978-0860226543	Bracknell: BSRIA ,2012	No	1		
64	Plan of Work: Multi-disciplinary Services. — 1st ed. — Phillips, R. — 978-1859461952	RIBA, 2008	No	1		
65	Building construction handbook — 12th ed — Roy Chudley — 9780367135430	Routledge, 2020	No	1		
66	Estimator's Piping Man-Hour Manual — 5th ed. — John S. Page — 9780884152590	Gulf Publishing, 1990	No	1		
67	Contract Management: Small Businesses Continue to Win Construction Contracts — 1st ed. — United States Government Accountability — 9781240676767	Bibliogov, 2011	No	1		
<b>Note: Delivery Period, Warranty Period &amp; Brand Name should be indicated</b>						
TOTAL						
DISCOUNT						
TOTAL(AFTER DISCOUNT)						
VAT %						
<b>GRAND TOTAL</b>						

1. Country of Manufacture: -.....
2. Brand Name :-.....
3. VAT Registration No:-.....

**(VALUE ADDED TAX PERMANENT REGISTRATION CERTIFICATE / VAT EXEMPTION LETTER ISSUED  
BY DEPARTMENT OF INLAND REVENUE TO BE ATTACHED)**

4. Warranty Period :.....
5. Delivery Schedule :.....
6. Payment Terms : **Credit**
7. MOD registered No:.....
8. Name of the Company/bidder:.....
9. Address of the Company/bidder:.....
10. E-Mail Address of the Company/bidder:.....
11. Phone Number of the Company/bidder:.....
12. Date:.....
13. Authorized person Signature of company/bidder .....
14. Stamp of Company/bidder



**SPECIFICATION SCHEDULE**

**Extra Specification: No**

**SPECIMEN FORM OF BID SECURITY**

By this Bond we ..... (hereinafter called "the Bidder") and We (name of bank or insurance company) whose registered office is at ..... (hereinafter called "the Surety") are held and firmly bound onto ..... (hereinafter called the Authority") in the sum of ..... for the payment of which sum the Bidder and the Surety bind themselves their successors and assigns jointly and severally by those presents.

Whereas the authority has invited the Tender and other persons to compete tenders in similar terms for the supply of ..... and to submit the same for the consideration of the Authority, and the Bidder proposes to submit to the Authority a Bid (hereafter called "the Bid") in accordance with such invitation, the Bond shall provide security to the Authority that the Bidder will honour certain obligations to be undertaken by him in the Tender in accordance with the following conditions.

**Now the Conditions of this Bond are:**

- (a) That it shall remain in full force and effect until the earliest of
  - (i) (Date), being ( ) days from (submission date), the date stipulated by the Authority for the submission of tenders, or any prolongation of such date above notified to the Authority by the Bidder and the Surety in writing.
  - (ii) In the event of acceptance of the Tender by the Authority, the date upon which the Bidder provides a performance security to the Authority in accordance with the terms of the contract thereby made between them, or
- (b) Subject to this Bond being in full force and effect, the Surety shall pay the full amount specified in this Bond upon receipt of first written demand from the Authority stating that
  - (i) The Bidder has withdrawn his Tender during the validity of this Bond, or
  - (ii) The Bidder has failed to provide a performance security to the Authority in accordance with the terms of the tender within 14 days from receipt of intimation of award of the Tender.

No alteration in the terms of the Tender, nor any forbearance or forgiveness in or in respect of neither any matter or thing concerning the Tender on the part of the Authority, nor any objection from the bidder shall in any way release the Surety from any liability under this Bond.

The benefit of this Bond shall not be assignable by the Authority and upon its ceasing to be in full force and effect the Authority shall return the same to the Bidder.

This Bond shall be governed by the laws of Sri Lanka

I executed as a deed on this( ) day of( ) 20 ( )

For and on behalf of the Bidder  
-----  
-----

For and on behalf of the Surety  
-----  
-----

Signed by -----

Signed by -----

In the capacity of -----

In the capacity of -----

and by -----

and by -----

In the capacity of -----

In the capacity of -----

Seal (where applicable)

Seal (where applicable)



**DELIVERY SCHEDULE**

(IT IS MANDATORY TO FILL THE FOLLOWING SCHEDULE BY THE BIDDER)

TENDER NO :

ITEM : .....

QTY : .....

DURATION	QTY
EX STOCK QTY (WITHIN 01 WEEK)	
01MONTH	
02 MONTHS	
03 MONTHS	
04 MONTHS	
<b>TOTAL</b>	

NAME OFTHEBIDDER : .....

SIGNATUREOFBIDDER : .....

DATE : .....

COMPANYSEAL :