

Procurement Management Centre
University Hospital
Kotelawala Defend University
Werahera

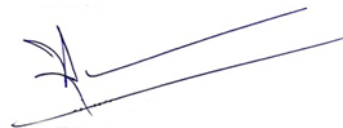
UHKDU/PRO/SOGE/SVS/514/2020

M/S.....

10 June 2021

PROPOSAL FOR ANNUAL MAINTENANCE AGREEMENT -2021
WASTE WATER TREATMENT PLANT EQUIPMENTS -UHKDU

1. Please be kind enough to forward your proposal including price break down for Annual Maintenance Agreement of Waste Water Treatment Plant at UHKDU considering the following details for one year period.
 - a. Scope of work – Annex “B”
 - b. Equipment list – Annex “C”
2. Following details to be included in to your proposal and evaluation will be carried out base on the same.
 - a. Two separate price proposal quotation for comprehensive and labor only service agreement.
 - b. Agreement to comply the scope of work of UHKDU.
 - c. Technical work scope of Preventive and Corrective maintenance
 - d. Condition of agreement
 - e. Price list of spare part and warranty period/conditions for applicable parts
 - f. If non complied work scope/ condition as per attached scope of work
3. General Conditions of tender invitation is submitted here with as annex “A” to this letter and same to be submitted together with your proposal before at 1400 hours 23 June 2021.
4. Your cooperation in this regard is highly appreciated.



NVLK Weragoda
Commander(S)
Procurement Manager

- Annex :
- a. Invitation to Bid.
 - b. Scope of work.
 - c. List of Waste Water Treatment Plant Equipment.



UNIVERSITY HOSPITAL
General Sir John Kotelawala Defence University

Annex "A"

Tender No:

UHKDU/PRO/SOGE/SVS/0514/2020

.....
.....
.....

University Hospital Kotelawala Defence University
Werahara, Boralesgamuwa
Sri Lanka
T:Phone: 0112044555
Fax: 0112044592
Email : mmc53uhkdu@gmail.com

CONDITIONS OF TENDER

10 / 06 / 2021

! Sir John Kotelawala Defence University, as the Chairma

invites Bid/s from prospective Bidders for Service & Maintenance Agreement for Waste Water Treatment
in Annex "A" The relevant specifications of the service are indicated in Annex "B"

2. **CLOSING DATE & TIME.** The tender will close at 1400 hrs on **23/06/2021** 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 as "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, ie, 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 University Hospital Kotelawala Defence University, Werahara** (at the Main Entrance of University Hospital 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,
University Hospital Kotelawala Defence University,
Werahara,
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.

8. **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.

9. **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 University Hospital General Sir John Kotelawala Defence

University Werahara., 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.

10. **RESTRICTED TENDERS.** 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.

11. **PERFORMANCE BOND/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 or value 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 loss resulting from the supplier's failure to complete his performance obligations under the contract. If the contracted supplier fails to deliver the items 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 o

12. 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. **SIGNING OF CONTRACT.** 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.

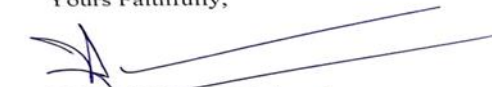
14. **DELIVERY.** Preference will be given for early delivery. In case of bulk supplies for locally manufactured items, the delivery of total quantity must be completed within 120 days of signing of contract, unless mutually agreed for extended delivery period with University Hospital Kotelawala Defence 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. **LIQUIDATED DAMAGES.** In case of delivery period extensions requested by the successful bidder, a sum equivalent to 2% 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 University Hospital General Sir John Kotelawala Defence University as liquidated damages up to the maximum limit of 10% 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 University Hospital General Sir John Kotelawala Defence University authorities. The delivery made to University Hospital should not be considered as quantities taken over by University Hospital 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 University Hospital 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, University Hospital 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,


NVLK WERAGODA
Commander (S)
Procurement Manager
For Vice Chancellor
University Hospital 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

SCHEDULE OF PRICES FOR LOCALLY DELIVERED ITEMS

S/N	ITEMS	UNIT	QTY	PRICE EACH SLRS	TOTAL PRICE SLRS
01	Service & Maintenance Agreement for Waste Water Treatment Plant				
	Scope of work is attached here with Annex "B"				
	TOTAL				
	DISCOUNT				
	TOTAL(AFTER DISCOUNT)				
	VAT %				
	GRAND TOTAL				

2. a. Country of Manufacture :-.....
- b. Name of the manufacturer and address :-
3. VAT Registration No.:
4. Name of the Company :
5. Testing Charges Paid. : Rs..... Receipt No and Date:
6. Signature of Bidder :
7. Date. :
8. MOD registered No. : Company Seal :-


PROCUREMENT MANAGER
 University Hospital
 General Sir John Kotelawala Defence University
 Werahera

WORKSCOPE FOR ANNUAL MAINTENANCE & SERVICE OF WASTE WATER TREATMENT PLANT AT UHKDU

- a. Technical team including one technical engineer should visit the plant once a month and provide a report to the Building Maintenance Department at the site with a briefing about the present condition of the plant.
- b. This work should consist of preventative maintenance and/or equipment repair, on call service to extend the life of the equipment, minimize breakdown, and improve the overall efficiency of the equipment while reducing operation costs for all equipment.
- c. The UHKDU reserves the right to add or remove equipment as needed during the life of this contract.
- d. Contractor shall have sufficient licensing for repair/service waste water treatment plant and equipment.
- e. Treated water sample should be tested for main parameters including oil & Grease, TSS,COD,BOD Ph etc. and analysis report should be given with in every 03 months.
- f. The plant components of transfer pumps, feed pumps, dosing pumps, water pumps,
- g. Submersible pumps & panel boards should be inspected and if there is any malfunction that would be rectified by the contractor within 03 days.
- h. Except machinery repairs other repairs should attend by the contractor within 12 hours.
- i. The Contractor should provide a contact number of a technician to get down for repairs including weekends.
- j. The Contractor should ensure that there should not be a bad smell at the atmosphere and the cleaning, refilling works should done by the contractor.
- k. Working process of each operation units including waste water pumps, oil separation, working process of RBC unit and filtration would be inspected & technical guidance should be supplied.
- i. Service provider should agree that it is responsible for all risks of loss or damages to the property and equipment of the UHKDU which may occur during the time the service are carried out or any time thereafter which are attributable to the service carried out by the service provider.
- m. Ensure the operational fitness of submersible pumps including non- return valves in sewerage collection tank.
- n. Total machines details of waste water treatment plant are Aerators, 50C submersible pump, 80C submersible pump, Guide rail, Dossing pump, silencer Valve, Centrifugal pump, Belt press Machine, Mixing Tank, Tube settle tank, filter Vessel, Auto MPV, Chemical bucket, Electrical panel board, submersible cutter pumps. The item list is attached with the annex.
- o. The Contractor should agreed to attend for the defect as soon as possible when defect inform by a call and with the approval of Director Administration (UHKDU) the supplier should attend for the repair immediately.
- p. The Contractor should ensure the quality of treated water by adding required chemical dosage in time throughout the whole contract period.
- q. The bidder should provide **comprehensive and labor only proposals** separately for better evaluation after visit the location. Same the bidder should provide service repair breakdown price schedule separately along with the quotation for each and every parts of machineries Eg. Repairing of each parts of water pumps ect...

Annex "C"

**SERVICE AND MAINTENANCE AGREEMENT FOR WASTE WATER TREATMENT
PLANT EQUIPMENT DETAILS.**

S/N	EQUIPMENT	QTY	MODEL
01	Aerators	07	50TRN 43.7
02	50C Submersible Pump	04	50C 2.75
03	80C Submersible Pump	03	80C 21.5
04	Guide Rail	04	TOS-3-50
05	Guide Rail	02	TOS-3-3-80
06	Silencer Valve	04	-
07	Dossing Pump	05	Ligao JLM 1002
08	Centrifugal Pump	02	2"/Solex, 1.5HP SX.218.1.5T
09	Centrifugal Pump	02	2"/Solex, 3HP SX.232.3T
10	Belt Press Machine with Compressor	01	DY-500
11	Mixing Tank	01	-
12	Tube Settle Tank	01	-
13	Filter Vessel	02	FRP 30X72
14	Auto MPV	02	2" 75(A2)
15	Chemical Bucket	05	-
16	Electrical Panel Board	02	-
17	Submersible Cutter Pump	02	Amearex CN80-145


PROCUREMENT MANAGER
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