

Section II. Bidding Data Sheet (BDS)

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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 Ocean University of Sri Lanka .
ITB 1.1	<p>The name and identification number of the Contract are: Supply, Delivery & Installation Office Equipment (12 nos of Smart Boards) for the Regional Centers of the Ocean University of Sri Lanka - 2026</p> <p>The number, identification and names of the Lots comprising this procurement are:</p> <div style="border: 1px dotted black; padding: 5px; margin: 10px 0;">1. Smart Boards – 12 nos</div> <p>IFB No: OCU/PROC/2026 – Office Equipment (GIZ Grant)</p>
ITB 2.1	The source of funding is: GIZ Grant
ITB 4.4 ¹	Foreign bidders are not allowed to participate in bidding.
	B. Contents of Bidding Documents
ITB 7.1	<p>For <u>Clarification of bid purposes</u> only, Attention: Director (Finance) The Purchaser's Address is: The Vice Chancellor, Ocean University of Sri Lanka, Crow Island, Mattakkuliya, Colombo – 15.</p> <p>Telephone: 0114346993 Facsimile number: 0112529868 Electronic mail address: DF@ocu.ac.lk</p>

¹ Applicable only if separate contracts are awarded to different lots; if so insert lot reference and title of the each lot

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	C. Preparation of Bids
ITB 11.1 (e)⁵	<p>The Bidder shall submit the following additional document:</p> <ol style="list-style-type: none"> a) Bidder shall enclose the original and the copy of the Bid in separate sealed envelopes, duly marking the envelopes as “ORIGINAL” and “COPY” These Envelopes containing the Original and the Copy shall then be enclosed in one single envelope. b) In case of joint venture (JV), the leading party should submit the bid with a copy of joint venture agreement and Information of both parties should a copy be submitted along with bid. c) The Bid shall be signed by the person duly authorized to do so and a letter issued by the company to confirm his signature should be submitted. d) Certified copy of audited financial statement of the company for last 3 years and annual average turnover value for similar products more than or equal Rs.5 Mn (five million) during the last 3 years. e) The details of at least 3 years similar experience supplying Smart Boards. f) The details of supplying similar type of products equal or more than Rs.5 Mn (five million) in last 3 years. The details are included customer references with company name, address and telephone numbers, contact person name/s. g) Updated copy of the letter of business registration & the letter of Manufacturer Authorization. h) Delivery and implementation schedule with timeline. i) Company Profile. j) Discount shall be disclosed in separately k) Project catalogue and brochures shall be submitted with bid document in English Language. l) Pre-Bid meeting will be held on 12.02.2026 at 10.00 a.m. at the Main Auditorium of the Ocean University, Crow Island, Mattakkuliya, Colombo – 15. m) Details of the technical staff and provide details of such staff in order to assure after sale service for island wide. n) Details of the island wide service centers or duly authorized agencies to provide technical support for island wide. <ul style="list-style-type: none"> • Period of time the goods are expected to be functioning: 10 years • After sale service is: required (Continuous maintenance with necessary spare parts after warranty period) • Warranty certificates is required. • Product catalog and brochures should be submitted with quotation in English Language.
ITB 14.3⁶	The bidders shall quote for whole package.
ITB 15.1⁷	The bidder shall quote in Sri Lankan Rupees.
ITB 17.3⁸	Period of time the goods are expected to be functioning: 10 years
ITB 18.1 (b)	After sale service is: required (Continuous maintenance with necessary spare parts after warranty period)

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ITB 19.1 ⁹	The bid shall be valid up to 10th of May, 2026
ITB 20.1	<p>The Bidder shall furnish as part of its Bid, a Bid Security as specified in BDS.</p> <p>All bids must be accompanied by a Bid-Security / Bank Guarantee, the amount of Rs.100,000.00, and shall be unconditional on-demand Bank Guarantee issued by a Commercial Bank operating in Sri Lanka, approved by the Central Bank of Sri Lanka, on the format given in the bidding document. Bid-Security shall be valid up to 08th June, 2026 (105 days from the dead line for closing of bids) and shall be in favor of the Vice Chancellor, Ocean University of Sri Lanka, Crow Island, Mattakkuliya, Colombo - 15.</p> <p>*** The performance security should be submitted to the Ocean University Sri Lanka within the 14 days after awarding the contract. It should be an unconditional on-demand form of guarantee to an amount 10% of the contract price (without VAT).</p> <p>After issuing the awarding letter, you are required to sign a contract agreement with the Ocean University of Sri Lanka for period of completion to impose a binding contract among two party's specimen agreement is attached under Section VIII, page No.29-30.</p> <p>Duly perfected bids in duplicate in separate covers marked "Original" and "Duplicate" re-inserted in a single cover mentioning the "Supply, Delivery & Installation Office Equipment (12 nos of Smart Boards) for the Regional Centers of the Ocean University of Sri Lanka – 2026" and bid No. "OCU/PROC/2026-Office Equipment (GIZ Grant)" on the left-hand corner of all three envelopes, sealed and may either be sent by Registered Post/Courier, or deposited to the Procurement Division Address given below.</p> <p style="text-align: center;">The Chairman, Regional Procurement Committee, Procurement Division, Ocean University of Sri Lanka, Crow Island, Mattakkuliya, Colombo 15.</p>
	D. Submission and Opening of Bids
ITB 22.2 (c)	<p>The inner and outer envelopes shall bear the following identification marks:</p> <p>IFB No: OCU/PROC/2026-Office Equipment (GIZ Grant)</p>

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ITB 23.1	<p>For bid submission purposes, the Purchaser's address is:</p> <p>Attention: The Chairman, Regional Procurement Committee, Procurement Division, Ocean University of Sri Lanka, Crow Island, Mattakkuliya, Colombo 15,</p> <p>The deadline for the submission/closing of bids is:</p> <p>Date: 23rd of February, 2026</p> <p>Time: 12.30 P.M.</p>
ITB 26.1	<p>The bid submission and opening shall take place at: Main Auditorium</p> <p>Address: The Chairman, Regional Procurement Committee, Ocean University of Sri Lanka, Crow Island, Mattakkuliya, Colombo 15,</p> <p>Date: 23rd of February, 2026</p> <p>Time: 12.30 P.M. (soon after the bids closing)</p>

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	E. Evaluation and Comparison of Bids
ITB 34.1	Domestic preference shall not be a bid evaluation factor.
ITB 35.3(d)	<p>The adjustments shall be determined using the following criteria, from amongst those set out in Section III, Evaluation and Qualification Criteria:</p> <p>(a)</p> <ul style="list-style-type: none"> (i) The Goods shall be delivered to the specific location during the delivery schedule mentioned in Section V. (ii) Components should be complied with given specifications. If it is not, bid will be rejected. <p>(b)</p> <ul style="list-style-type: none"> (i) Payment shall be made as per the contract data section VII in the subsection of CC 15.1. (ii) Delay in payment shall not be eligible for interest claims. <p>(c) Multiple options shall not be allowed. (Bidders should comply purchaser's specification only)</p> <p>(d) All Bids shall be complied with the duly completed specification requirements of the bidder and authorized by the bidder.</p> <p>(e) Bidders shall quote for whole package shown in price schedule table.</p>
ITB 35.4²	Components should be complied with given specifications.
ITB 35.5	(f) Bidders shall quote for whole package shown in price schedule table.
ITB 35.6(add)	The Employer reserves the right to accept or reject any bid or accept part of items, and to cancel the bidding process and reject all bids, at any time prior to the award of contract, without thereby incurring any liability to the affected bidders or any obligation to inform the affected bidders of the grounds for the employer's action.
ITB 35.7(add)	The law of Democratic Socialist Republic of Sri Lanka is applicable.

² Insert only if required