**Ministry of**

**Industry and Entrepreneurship Development**

**INDUSTRIAL DEVELOPMENT BOARD OF CEYLON**

# Bidding Document

for

# Design, Supply, Installation & Commissioning of CCTV Surveillance system at Rubber Products Development and Services Centre (RPD & SC) at Peliyagoda

Under

National Competitive Bidding Procedure

**Bid Number**

**T/29/2026**

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# Invitation for Bids

**Ministry of Industry and Entrepreneurship Development**
**INDUSTRIAL DEVELOPMENT BOARD OF CEYLON**

## Design, Supply, Installation & Commissioning of CCTV Surveillance system at Rubber Products Development and Services Centre (RPD & SC) at Peliyagoda

The Chairman, Department Procurement Committee (DPC), on behalf of the Industrial Development Board of Ceylon, invites sealed bids for Expansion of Existing CCTV Camera system and Installation of New CCTV Cameras for IDB Head Office

| Procurement No | Procurement Name | Bid security (Rs) | Non Refundable Tender fee (Rs) |
|---|---|---|---|
| T/29/2026 | Design, Supply, Installation & Commissioning of CCTV Surveillance system at Rubber Products Development and Services Centre (RPD & SC) at Peliyagoda | Rs. 20,000/- | Rs. 3,500/- |

1. Bidding will be conducted through National Competitive Bidding Procedure (NCB)
2. Interested Eligible bidders may obtain further information from the Assistant Director (Supplies) Supply Division, Industrial Development Board of Ceylon, No. 615, Galle Road, Katubedda, Moratuwa and inspect the Bidding Documents from 17/11/2026 to 01/12/2026 on public working days from 9.00 a.m. to 3.00 p.m.
   The Bidding Documents can also Viewed from the Ministry of Industry and Entrepreneurship Development website www.industry.gov.lk and Industrial Development Board website www.idb.gov.lk (for viewing only). But for submission, the bidders must compulsorily submit the document which is purchased for the office mentioned above.
3. A complete set of bidding documents in English Language may be purchased by interested bidders upon the submissions of written application to the Chairman, Department Procurement Committee, Industrial Development Board of Ceylon, No. 615, Galle Road, Katubedda, Moratuwa from 17/11/2026 until 01/12/2026 on public working days from 09.00 a.m. to 3.00 p.m., upon payment of a non-refundable fee of Rs. 3500/-. The method of payment will be by cash.
4. Bids (Original & Duplicate) shall be placed into the tender box at Industrial Development Board, Katubedda, Moratuwa or sent by registered post to the Chairman, Department Procurement Committee, Industrial Development Board of Ceylon, No. 615, Galle Road, Katubedda, Moratuwa, on or before 02/12/2026 at 11.30 a.m. Bids will be opened soon after closing at Head office Board room in Industrial Development Board of Ceylon, No. 615, Galle Road, Katubedda, Moratuwa in presence of the bidders' representatives who choose to attend. The name & the Bid number should be mentioned on the top left-hand corner of the envelope containing the bid. Late Bids will be Rejected.
5. Bid shall be valid up to 91 calendar days from the date closing of the Bid & each Bid shall be accompanied by a Bid security (Valid up to 03/03/2027) for the amount mentioned above. Any Bid not accompanied by a valid Bid Security will be rejected.
6. Pre-Bid meeting will be held on 23/11/2026 at 10:00 a.m. at the Board Room at Industrial Development Board, No. 615, Galle Road, Katubedda, Moratuwa.
7. For further details, please contact Assistant Director (Supply) Tel :011-2607004 (Ext. 146)
   E mail: supplyidb@gmail.com or Assistant Director - RPD & SC, Peliyagoda. Tel. 011- 2930747

The Chairman,
Department Procurement Committee (Minor)
Industrial Development Board of Ceylon
No. 615, Galle Road, Katubedda, Moratuwa.
Tel /Fax – 011-2607004

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# Section II.
# Instructions to Bidders (ITB)

*ITB shall be read in conjunction with the Section II, Bidding Data Sheet (BDS), which shall take precedence over ITB.*

**1. Scope of Bid**

1.1 The Purchaser indicated in the Bidding Data Sheet (BDS), issues these Bidding Documents for the supply of Goods and Related Services incidental thereto as specified in Section V, Schedule of Requirements. The name and identification number of this procurement are specified in the BDS. The name, identification, and number of lots (individual contracts), if any, are provided in the BDS.

1.2 Throughout these Bidding Documents:

(a) the term "in writing" means communicated in written form by mail (other than electronic mail) or hand delivered with proof of receipt;

(b) if the context so requires, "singular" means "plural" and vice versa; and

(c) "day" means calendar day.

**2. Source of Funds**

2.1 Payments under this contract will be financed by the source specified in the BDS.

**3. Ethics, Fraud and Corruption**

3.1 The attention of the bidders is drawn to the following guidelines of the Guidelines published by National Procurement Agency:

- Parties associated with Procurement Actions, namely, suppliers/contractors and officials shall ensure that they maintain strict confidentiality throughout the process;
- Officials shall refrain from receiving any personal gain from any Procurement Action. No gifts or inducement shall be accepted. Suppliers/contractors are liable to be disqualified from the bidding process if found offering any gift or inducement which may have an effect of influencing a decision or impairing the objectivity of an official.

3.2 The Purchaser requires the bidders, suppliers, contractors, and consultants to observe the highest standard of ethics during the procurement and execution of such contracts. In pursuit of this policy:

(a) "corrupt practice" means the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of a public official in the procurement process or in contract execution;

(b) "fraudulent practice" means a misrepresentation or omission of facts in order to influence a procurement process or the execution of a contract;

(c) "collusive practice" means a scheme or arrangement between two or more bidders, with or without the knowledge of the Purchaser to establish bid prices at artificial, noncompetitive levels; and (d) "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the procurement process or affect the execution of a contract.

3.3 If the Purchaser found any unethical practices as stipulated under ITB Clause 3.2, the Purchaser will reject a bid, if it is found that a Bidder directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for the Contract in question.

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**4. Eligible Bidders**

4.1 All bidders shall possess legal rights to supply the Goods under this contract.

4.2 A Bidder shall not have a conflict of interest. All bidders found to have conflict of interest shall be disqualified. Bidders may be considered to have a conflict of interest with one or more parties in this bidding process, if they:

(a) are or have been associated in the past, with a firm or any of its affiliates which have been engaged by the Purchaser to provide consulting services for the preparation of the design, specifications, and other documents to be used for the procurement of the goods to be purchased under these Bidding Documents; or

(b) submit more than one bid in this bidding process. However, this does not limit the participation of subcontractors in more than one bid.

4.3 A Bidder that is under a declaration of ineligibility by the National Procurement Agency (NPA), at the date of submission of bids or at the date of contract award, shall be disqualified. The list of debarred firms is available at the website of NPA, www.npa.gov.lk .

4.4 Foreign Bidder may submit a bid only if so stated in the in the BDS.

**5. Eligible Goods and Related Services**

5.1 All goods supplied under this contract shall be complied with applicable standards stipulated by the Sri Lanka Standards Institute (SLSI). In the of such standards the Goods supplied shall be complied to other internationally accepted standards.

## Contents of Bidding Documents

**6. Section of Bidding Documents**

6.1 The Bidding Documents consist of 2 Volumes, which include all section indicated below, and should be read in conjunction with any addendum issued in accordance with ITB Clause 8.

**Volume 1**

- Section I. Instructions to Bidders (ITB)

**Volume 2**

- Section II. Bidding Data Sheet (BDS)
- Section IV. Bidding Forms
- Section V. Schedule of Requirements

6.2 The Bidder is expected to examine all instructions, forms, terms, and specifications in the Bidding Documents. Failure to furnish all information or documentation required by the Bidding Documents may result in the rejection of the bid.

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**7. Clarification of Bidding Documents**

7.1 A prospective Bidder requiring any clarification of the Bidding Documents including the restrictiveness of specifications shall contact the Purchaser in writing at the Purchaser's address specified in the BDS. The Purchaser will respond in writing to any request for clarification, provided that such request is received no later than ten (10) days prior to the deadline for submission of bids. The Purchaser shall forward copies of its response to all those who have purchased the Bidding Documents, including a description of the inquiry but without identifying its source. Should the Purchaser deem it necessary to amend the Bidding Documents as a result of a clarification, it shall do so following the procedure under ITB Clause 8.

**8. Amendment of Bidding Documents**

8.1 At any time prior to the deadline for submission of bids, the Purchaser may amend the Bidding Documents by issuing addendum.

8.2 Any addendum issued shall be part of the Bidding Documents and shall be communicated in writing to all who have purchased the Bidding Documents.

8.3 To give prospective Bidders reasonable time in which to take an addendum into account in preparing their bids, the Purchaser may, at its discretion, extend the deadline for the submission of bids, pursuant to ITB Sub-Clause 23.2

## Preparation of Bids

**9. Cost of Bidding**

9.1 The Bidder shall bear all costs associated with the preparation and submission of its bid, and the Purchaser shall not be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

**10. Language of Bid**

10.1 The Bid, as well as all correspondence and documents relating to the Bid (including supporting documents and printed literature) exchanged by the Bidder and the Purchaser, shall be written in English language.

**11. Documents Comprising the Bid**

11.1 The Bid shall comprise the following:

(a) Bid Submission Form and the applicable Price Schedules, in accordance with ITB Clauses 12, 14, and 15;

(b) Bid Security or Bid-Securing Declaration, in accordance with ITB Clause 20;

(c) documentary evidence in accordance with ITB Clauses 18 and 29, that the Goods and Related Services conform to the Bidding Documents; (d) documentary evidence in accordance with ITB Clause 18 establishing the Bidder's qualifications to perform the contract if its bid is accepted; and (e) any other document required in the BDS.

**12. Bid Submission Form and Price Schedules**

12.1 The Bidder shall submit the Bid Submission Form using the form furnished in Section IV, Bidding Forms. This form must be completed without any alterations to its format, and no substitutes shall be accepted. All blank spaces shall be filled in with the information requested.

**13. Alternative Bids**

13.1 Alternative bids shall not be considered.

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**14. Bid Prices and Discounts**

14.1 The Bidder shall indicate on the Price Schedule the unit prices and total bid prices of the goods it proposes to supply under the Contract.

14.2 Any discount offered against any single item in the price schedule shall be included in the unit price of the item. However, a Bidder wishes to offer discount as a lot the bidder may do so by indicating such amounts appropriately.

14.3 If so indicated in ITB Sub-Clause 1.1, bids are being invited for individual contracts (lots) or for any combination of contracts (packages). Unless otherwise indicated in the BDS, prices quoted shall correspond to 100 % of the items specified for each lot and to 100% of the quantities specified for each item of a lot. Bidders wishing to offer any price reduction (discount) for the award of more than one Contract shall specify the applicable price reduction separately..

14.4 (i) Prices indicated on the Price Schedule shall include all duties and sales and other taxes already paid or payable by the Supplier:
(a) on components and raw material used in the manufacture or assembly of goods quoted; or
(b) on the previously imported goods of foreign origin
(ii) However, VAT shall not be included in the price but shall be indicated separately;
(iii) the price for inland transportation, insurance and other related services to deliver the goods to their final destination;
(iv) the price of other incidental services .

14.5 The Prices quoted by the Bidder shall be fixed during the Bidder's performance of the Contract and not subject to variation on any account. A bid submitted with an adjustable price quotation will be treated as non-responsive and rejected, pursuant to ITB Clause 31.

14.6 All lots, if any, and items must be listed and priced separately in the Price Schedules. If a Price Schedule shows items listed but not priced, their prices shall be assumed to be included in the prices of other items.

**15. Currencies of Bid**

15.1 Unless otherwise stated in Bidding Data Sheet, the Bidder shall quote in Sri Lankan Rupees and payment shall be payable only in Sri Lanka Rupees.

**16. Documents Establishing the Eligibility of the Bidder**

16.1 To establish their eligibility in accordance with ITB Clause 4, Bidders shall complete the Bid Submission Form, included in Section IV, Bidding Forms.

**17. Documents Establishing the Conformity of the Goods and Related Services**

17.1 To establish the conformity of the Goods and Related Services to the Bidding Documents, the Bidder shall furnish as part of its Bid the documentary evidence that the Goods conform to the technical specifications and standards specified in Section V, Schedule of Requirements.

17.2 The documentary evidence may be in the form of literature, drawings or data, and shall consist of a detailed item by item description (given in Section V, Technical Specifications) of the essential technical and performance characteristics of the Goods and Related Services, demonstrating substantial responsiveness of the Goods and Related Services to the technical specification, and if applicable, a statement of deviations and exceptions to the provisions of the Schedule of Requirements.

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17.3 The Bidder shall also furnish a list giving full particulars, including quantities, available sources and current prices of spare parts, special tools, etc., necessary for the proper and continuing functioning of the Goods during the period if specified in the BDS following commencement of the use of the goods by the Purchaser.

**18. Documents Establishing the Qualifications of the Bidder**

18.1 The documentary evidence of the Bidder's qualifications to perform the contract if its bid is accepted shall establish to the Purchaser's satisfaction:

(a) A Bidder that does not manufacture or produce the Goods it offers to supply shall submit the Manufacturer's Authorization using the form included in Section IV, Bidding Forms to demonstrate that it has been duly authorized by the manufacturer or producer of the Goods to supply these Goods;

(b) that, if required in the BDS, in case of a Bidder not doing business within Sri Lanka, the Bidder is or will be (if awarded the contract) represented by an Agent in Sri Lanka equipped and able to carry out the Supplier's maintenance, repair and spare parts stocking obligations prescribed in the Conditions of Contract and/or Technical Specifications; and

(c) that the Bidder meets each of the qualification criterion specified in Section III, Evaluation and Qualification Criteria.

**19. Period of Validity of Bids**

19.1 Bids shall remain valid until the date specified in the BDS. A bid valid for a shorter date shall be rejected by the Purchaser as non responsive.

19.2 In exceptional circumstances, prior to the expiration of the bid validity date, the Purchaser may request bidders to extend the period of validity of their bids. The request and the responses shall be made in writing. If a Bid Security is requested in accordance with ITB Clause 20, it shall also be extended for a corresponding period. A Bidder may refuse the request without forfeiting its Bid Security. A Bidder granting the request shall not be required or permitted to modify its bid.

**20. Bid Security**

20.1 The Bidder shall furnish as part of its bid, a Bid Security or a Bid-Securing Declaration, as specified in the BDS.

20.2 The Bid Security shall be in the amount specified in the BDS and denominated in Sri Lanka Rupees, and shall:

(a) at the bidder's option, be in the form of either a bank draft, a letter of credit, or a bank guarantee from a banking institution; (b) be issued by a institution acceptable to Purchaser. The acceptable institutes are published in the NPA website, www.npa.gov.lk.
(c) be substantially in accordance with the form included in Section IV, Bidding Forms;
(d) be payable promptly upon written demand by the Purchaser in case the conditions listed in ITB Clause 20.5 are invoked;
(e) be submitted in its original form; copies will not be accepted;
(f) remain valid for the period specified in the BDS

20.3 Any bid not accompanied by a substantially responsive Bid Security or Bid Securing Declaration in accordance with ITB Sub-Clause 20.1 and 20.2, may be rejected by the Purchaser as non-responsive.

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20.4 The Bid Security of unsuccessful Bidders shall be returned as promptly as possible upon the successful Bidder's furnishing of the Performance Security pursuant to ITB Clause 43.

20.5 The Bid Security may be forfeited or the Bid Securing Declaration executed:

(a) if a Bidder withdraws its bid during the period of bid validity specified by the Bidder on the Bid Submission Form, except as provided in ITB SubClause 19.2; or

(b) if a Bidder does not agreeing to correction of arithmetical errors in pursuant to ITB Sub-Clause 30.3

(c) if the successful Bidder fails to: (i) sign the Contract in accordance with ITB Clause 42; (ii) furnish a Performance Security in accordance with ITB Clause 43.

**21. Format and Signing of Bid**

21.1 The Bidder shall prepare one original of the documents comprising the bid as described in ITB Clause 11 and clearly mark it as "ORIGINAL." In addition, the Bidder shall submit a copy of the bid and clearly mark it as "COPY." In the event of any discrepancy between the original and the copy, the original shall prevail.

21.2 The original and the Copy of the bid shall be typed or written in indelible ink and shall be signed by a person duly authorized to sign on behalf of the Bidder.

21.3 Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the person signing the Bid.

## Submission and Opening of Bids

**22. Submission, Sealing and Marking of Bids**

22.1 Bidders may always submit their bids by mail or by hand. (a) Bidders submitting bids by mail or by hand, 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. 22.2 The inner and outer envelopes shall:

(a) Bear the name and address of the Bidder;

(b) be addressed to the Purchaser in accordance with ITB Sub-Clause 23.1;

(c) bear the specific identification of this bidding process as indicated in the BDS; and

(d) bear a warning not to open before the time and date for bid opening, in accordance with ITB Sub-Clause 261. If all envelopes are not sealed and marked as required, the Purchaser will assume no responsibility for the misplacement or premature opening of the bid.

**23. Deadline for Submission of Bids**

23.1 Bids must be received by the Purchaser at the address and no later than the date and time specified in the BDS.

23.2 The Purchaser may, at its discretion, extend the deadline for the submission of bids by amending the Bidding Documents in accordance with ITB Clause 8, in which case all rights and obligations of the Purchaser and Bidders previously subject to the deadline shall thereafter be subject to the deadline as extended.

**24. Late Bids**

24.1 The Purchaser shall not consider any bid that arrives after the deadline for submission of bids, in accordance with ITB Clause 23. Any bid received by the Purchaser after the deadline for submission of bids shall be declared late, rejected, and returned unopened to the Bidder.

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**25. Withdrawal and Modification of Bids**

25.1 A Bidder may withdraw, or modify its Bid after it has been submitted by sending a written notice in accordance with ITB Clause 22, duly signed by an authorized representative, and shall include a copy of the authorization in accordance with ITB Sub-Clause 21.2, (except that no copies of the withdrawal notice are required). The corresponding substitution or modification of the bid must accompany the respective written notice. All notices must be: (a) submitted in accordance with ITB Clauses 21 and 22 (except that withdrawal notices do not require copies), and in addition, the respective envelopes shall be clearly marked "WITHDRAWAL," or "MODIFICATION;" and (b) received by the Purchaser prior to the deadline prescribed for submission of bids, in accordance with ITB Clause 23.

25.2 Bids requested to be withdrawn in accordance with ITB Sub-Clause 25.1 shall be returned to the Bidders only upon notification of contract award to the successful bidder in accordance with sub clause 41.1..

25.3 No bid may be withdrawn, substituted, or modified in the interval between the deadline for submission of bids and the expiration of the period of bid validity specified by the Bidder on the Bid Submission Form or any extension thereof.

**26. Bid Opening**

26.1 The Purchaser shall conduct the bid opening in public at the address, date and time specified in the BDS.

26.2 First, envelopes marked "WITHDRAWAL" shall be opened and read out and the envelope with the corresponding bid may be opened at the discretion of the Purchaser. No bid withdrawal shall be permitted unless the corresponding withdrawal notice contains a valid authorization to request the withdrawal and is read out at bid opening. Envelopes marked "MODIFICATION" shall be opened and read out with the corresponding Bid. No Bid modification shall be permitted unless the corresponding modification notice contains a valid authorization to request the modification and is read out at Bid opening. Only envelopes that are opened and read out at Bid opening shall be considered further.

26.3 All other envelopes shall be opened one at a time, reading out: the name of the Bidder and whether there is a modification; the Bid Prices, including any discounts and alternative offers; the presence of a Bid Security or Bid Securing Declaration, if required; and any other details as the Purchaser may consider appropriate. Only discounts and alternative offers read out at Bid opening shall be considered for evaluation. No Bid shall be rejected at Bid opening except for late bids, in accordance with ITB Sub-Clause 24.1.

26.4 The Purchaser shall prepare a record of the Bid opening that shall include, as a minimum: the name of the Bidder and whether there is a withdrawal, or modification; the Bid Price, per lot if applicable, including any discounts, and the presence or absence of a Bid Security or Bid-Securing Declaration. The bids that were opened shall be resealed in separate envelopes, promptly after the bid opening. The Bidders' representatives who are present shall be requested to sign the attendance sheet. A copy of the record shall be distributed to all Bidders who submitted bids in time.

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## Evaluation and Comparison of Bids

**27. Confidentiality**

27.1 Information relating to the examination, evaluation, comparison, and post-qualification (if applicable) of bids, and recommendation of contract award, shall not be disclosed to bidders or any other persons not officially concerned with such process until publication of the Contract Award.

27.2 Any effort by a Bidder to influence the Purchaser in the examination, evaluation, comparison, and post-qualification of the bids or contract award decisions may result in the rejection of its Bid.

27.3 Notwithstanding ITB Sub-Clause 27.2, if any Bidder wishes to contact the Purchaser on any matter related to the bidding process, from the time of bid opening to the time of Contract Award, it should do so in writing.

**28. Clarification of Bids**

28.1 To assist in the examination, evaluation, comparison and post-qualification of the bids, the Purchaser may, at its discretion, request any Bidder for a clarification of its Bid. Any clarification submitted by a Bidder in respect to its Bid and that is not in response to a request by the Purchaser shall not be considered for purpose of evaluation. The Purchaser's request for clarification and the response shall be in writing. No change in the prices or substance of the Bid shall be sought, offered, or permitted, except to confirm the correction of arithmetic errors discovered by the Purchaser in the Evaluation of the bids, in accordance with ITB Clause 30.

**29. Responsiveness of Bids**

29.1 The Purchaser's determination of a bid's responsiveness is to be based on the contents of the bid itself.

29.2 A substantially responsive Bid is one that conforms to all the terms, conditions, and specifications of the Bidding Documents without material deviation, reservation, or omission. A material deviation, reservation, or omission is one that:

(a) affects in any substantial way the scope, quality, or performance of the Goods and Related Services specified in the Contract; or

(b) limits in any substantial way, inconsistent with the Bidding Documents, the Purchaser's rights or the Bidder's obligations under the Contract; or

(c) if rectified would unfairly affect the competitive position of other bidders presenting substantially responsive bids.

29.3 If a bid is not substantially responsive to the Bidding Documents. It shall be rejected by the purchaser and may not subsequently be made responsive by the Bidder by correction of the materials deviation, reservation or omission.

**30. Nonconformities, Errors, and Omissions**

30.1 Provided that a Bid is substantially responsive, the Purchaser may waive any non-conformities or omissions in the Bid that do not constitute a material deviation.

30.2 Provided that a bid is substantially responsive, the Purchaser may request that the Bidder submit the necessary information or documentation, within a reasonable period of time, to rectify nonmaterial nonconformities or omissions in the bid related to documentation requirements. Such omission shall not be related to any aspect of the price of the Bid. Failure of the Bidder to comply with the request may result in the rejection of its Bid.

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30.3 Provided that the Bid is substantially responsive, the Purchaser shall correct arithmetical errors on the following basis:

(a) if there is a discrepancy between the unit price and the line item total that is obtained by multiplying the unit price by the quantity, the unit price shall prevail and the line item total shall be corrected, unless in the opinion of the Purchaser there is an obvious misplacement of the decimal point in the unit price, in which case the line item total as quoted shall govern and the unit price shall be corrected;

(b) if there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and

(c) if there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (a) and (b) above.

30.4 If the Bidder that submitted the lowest evaluated Bid does not accept the correction of errors, its Bid shall be disqualified and its Bid Security shall be forfeited or its Bid Securing Declaration shall be executed.

**31. Preliminary Examination of Bids**

31.1 The Purchaser shall examine the bids to confirm that all documents and technical documentation requested in ITB Clause 11 have been provided, and to determine the completeness of each document submitted. 31.2 The Purchaser shall confirm that the following documents and information have been provided in the Bid. If any of these documents or information is missing, the Bid shall be rejected. (a) Bid Submission Form, in accordance with ITB SubClause 12.1; (b) Price Schedules, in accordance with ITB Sub-Clause 12; (c) Bid Security or Bid Securing Declaration, in accordance with ITB Clause 20.

**32. Examination of Terms and Conditions; Technical Evaluation**

32.1 The Purchaser shall examine the Bid to confirm that all terms and conditions specified in the CC and the Contract Data have been accepted by the Bidder without any material deviation or reservation.

32.2 The Purchaser shall evaluate the technical aspects of the Bid submitted in accordance with ITB Clause 17, to confirm that all requirements specified in Section V, Schedule of Requirements of the Bidding Documents have been met without any material deviation or reservation.

32.3 If, after the examination of the terms and conditions and the technical evaluation, the Purchaser determines that the Bid is not substantially responsive in accordance with ITB Clause 29, the Purchaser shall reject the Bid.

**33. Conversion to Single Currency**

33.1 If the bidders are allowed to quote in foreign currencies in accordance with sub clause 15.1, for evaluation and comparison purposes, the Purchaser shall convert all bid prices expressed in foreign currencies in to Sri Lankan Rupees using the selling rates prevailed 28 days prior to closing of bids as published by the Central Bank of Sri Lanka. If this date falls on a public holiday the earliest working day prior to the date shall be applicable.

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**34. Domestic Preference**

34.1 Domestic preference shall be a factor in bid evaluation only if stated in the BDS. If domestic preference shall be a bid evaluation factor, the methodology for calculating the margin of preference and the criteria for its application shall be as specified in Section III, Evaluation and Qualification Criteria.

**35. Evaluation of Bids**

35.1 The Purchaser shall evaluate each bid that has been determined, up to this stage of the evaluation, to be substantially responsive.

35.2 To evaluate a Bid, the Purchaser shall only use all the factors, methodologies and criteria defined in this ITB Clause 35.

35.3 To evaluate a Bid, the Purchaser shall consider the following:

(a) the Bid Price as quoted in accordance with clause 14;

(b) price adjustment for correction of arithmetic errors in accordance with ITB Sub-Clause 30.3;

(c) price adjustment due to discounts offered in accordance with ITB Sub-Clause 14.2; and 14.3 (d) adjustments due to the application of the evaluation criteria specified in the BDS from amongst those set out in Section III, Evaluation and Qualification Criteria;

(e) adjustments due to the application of a domestic preference, in accordance with ITB Clause 34 if applicable.

35.4 The Purchaser's evaluation of a bid may require the consideration of other factors, in addition to the factors sted in ITB Sub-Clause 35.3, if specified in BDS. These factors may be related to the characteristics, performance, and terms and conditions of purchase of the Goods and Related Services. The effect of the factors selected, if any, shall be expressed in monetary terms to facilitate comparison of bids

35.5 If so specified in the BDS, these Bidding Documents shall allow Bidders to quote for one or more lots, and shall allow the Purchaser to award one or multiple lots to more than one Bidder. The methodology of evaluation to determine the lowest-evaluated lot combinations, is specified in Section III, Evaluation and Qualification Criteria.

**36. Comparison of Bids**

36.1 The Purchaser shall compare all substantially responsive bids to determine the lowest-evaluated bid, in accordance with ITB Clause 35.

**37. Post qualification of the Bidder**

37.1 The Purchaser shall determine to its satisfaction whether the Bidder that is selected as having submitted the lowest evaluated and substantially responsive bid is qualified to perform the Contract satisfactorily.

37.2 The determination shall be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, pursuant to ITB Clause 18.

37.3 An affirmative determination shall be a prerequisite for award of the Contract to the Bidder. A negative determination shall result in disqualification of the bid, in which event the Purchaser shall proceed to the next lowest evaluated bid to make a similar determination of that Bidder's capabilities to perform satisfactorily.

**38. Purchaser's Right to Accept Any Bid, and to Reject Any or All Bids**

38.1 The Purchaser reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to Bidders.

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## Award of Contract

**39. Award Criteria**

39.1 The Purchaser shall award the Contract to the Bidder whose offer has been determined to be the lowest evaluated bid and is substantially responsive to the Bidding Documents, provided further that the Bidder is determined to be qualified to perform the Contract satisfactorily.

**40. Purchaser's Right to Vary Quantities at Time of Award**

40.1 At the time the Contract is awarded, the Purchaser reserves the right to increase or decrease the quantity of Goods and Related Services originally specified in Section V, Schedule of Requirements, provided this does not exceed twenty five percent (25%) or one unit whichever is higher and without any change in the unit prices or other terms and conditions of the bid and the Bidding Documents.

**41. Notification of Award**

41.1 Prior to the expiration of the period of bid validity, the Purchaser shall notify the successful Bidder, in writing, that its Bid has been accepted and confirming the Client's intention to award him the Contract. The notification letter (hereinafter and in the Conditions of Contract and contract forms called the "Letter of Acceptance") shall specify the sum that the Purchaser will pay the Supplier in consideration of the supply of Goods (hereinafter and in the conditions of contract and contract forms called "the Contract price")

41.2 The Purchaser shall promptly respond in writing to any unsuccessful Bidder who, after notification of award in accordance with ITB 41.1, requests in writing the grounds on which its bid was not selected or any other information related to the names and evaluated prices of other bidders. The Client shall inform the Notification of Intention to Award to the successful Supplier. Notification of Intention to Award shall contain, at a minimum, the following information:

(a) the name and address of the Supplier who presented the best Bid;

(b) the bid price of the successful Bid;

(c) the expiry date of the Standstill Period;

(d) and instructions on how to request a debriefing and/or submit a complaint during the Standstill Period.

41.3 The Contract shall not be awarded earlier than the expiry of the Standstill Period. The Standstill Period shall be ten (10) Business Days unless extended. The Standstill Period commences the day after the date the Client has published his intention to award. Upon expiry of the Standstill Period, specified in the Notification of Intention to Award or any extension thereof, and upon satisfactorily addressing any complaint that has been filed within the Standstill Period, the Client shall, send a request to the successful Bidder to sign the draft negotiated Contract within fifteen (15) Business Days from the date of receipt of such notification

**42. Signing of Contract**

42.1 Within Seven (7) days after notification, the Purchaser shall complete the Agreement, and inform the successful Bidder to sign it.

42.2 Within Seven (7) days of receipt of such information, the successful Bidder shall sign the Agreement.

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**43. Performance Security**

43.1 Within fourteen (14) days of the receipt of notification of award from the Purchaser, the successful Bidder, if required, shall furnish the Performance Security in accordance with the CC, using for that purpose the Performance Security Form included in Section VIII Contract forms. The Employer shall promptly notify the name of the winning Bidder to each unsuccessful Bidder and discharge the Bid Securities of the unsuccessful bidders pursuant to ITB Sub-Clause 20.4.

43.2 Failure of the successful Bidder to submit the abovementioned Performance Security or sign the Contract shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid Security or execution of the Bid Securing Declaration. In that event the Purchaser may award the Contract to the next lowest evaluated Bidder, whose offer is substantially responsive and is determined by the Purchaser to be qualified to perform the Contract satisfactorily.

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# Bidding Data Sheet (BDS)

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.

*[Instructions for completing the Bid Data Sheet are provided, as needed, in the notes in italics mentioned for the relevant ITB Clauses.]*

| **ITB Clause Reference** | **1.0 General** |
|---|---|
| 1.1 | The Purchaser is: Industrial Development Board of Ceylon, No 615, Galle Road, Katubedda, Moratuwa, Sri Lanka |
| 1.2 | The name and identification number of the Contract: Design, **Supply, Installation & Commissioning of CCTV Surveillance system at Rubber Products Development and Services Centre (RPD & SC) at Peliyagoda – T/…./2026** |
| 1.3 | The source of funding is GOSL |
| | **2.0 Contents of Bidding Documents** |
| 2.1 | Section I – Invitation for Bid<br>Section II – Instructions to Bidders<br>Section III – Technical Requirements & Drawing<br>Section IV – Standard Forms (Contract)<br>Section V – Conditions of Contract<br>Section VI – Form of Bid<br>Section VII – Price Schedule |
| | **3.0. Preparation of Bids** |
| 3.1 | The Bidder shall submit the following additional documents<br>• Legally certified copies of original documents defining the constitution or legal status, place of registration and principal place of business, the founders, members, shareholders, authorized signatories, capital, the director and ongoing contracts;<br>• Manufacture's Authorization<br>• Declaration on Non Collusion and Multiple Bids / Proposals.<br>• Complete Bidding Documents stamped and initialed on all pages.<br>• Any addenda issued pursuant to ITB 8 of the Instructions to Bidders<br>• Copy of receipt of Purchase of Bidding Documents.<br>• Power of Attorney of Signatory of Bid.<br>• Copy of certificate of Business Registration.<br>• VAT certificates issued by the Inland Revenue Department, in case the bidder is registered.<br>• Information on litigation, if any (History and Pending litigation) |
| 3.2 | Alternative and optional bids are not permitted |
| 3.3 | The bidder shall quote the local expenditure in Sri Lankan Rupees. |
| 3.4 | Period of time the Goods are expected to be functioning (for the purpose of spare parts): **05 Years** |

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| | |
|---|---|
| 3.5 | After sales service is required |
| 3.6 | The bid shall be validity until …/…./2027 (91 days from the date of bids closing) |
| 3.7 | Bid shall include a Bid Security (issued by bank or surety) included in Section IV Bidding Forms<br>The Bid Security shall be issued by a Local Commercial Bank approved by the Central Bank of Sri Lanka, which is operating in Sri Lanka |
| 3.8 | The amount of the Bid Security – Rs. 20,000/-<br>The validity period of the bid security shall be until …/…/2027 |
| 3.9 | The original & the copy of the form of bid shall be written in indelible ink and shall be signed by a person or persons duly authorized to sign on behalf of the bidder. All pages of the bid shall be initialed by the person or persons signing the bid. |
| 3.10 | It is mandatory to submit a written Special Power of Attorney with affidavit for verification of signature |
| | **4.0 Submission and Opening of Bids** |
| 4.1 | Bids including supporting documents, must be submitted in one sealed envelope bearing only<br>a) The address of the purchaser as per ITB 23.1<br>b) The reference of this procurement: **Supply, Installation & Commissioning of CCTV Surveillance system at Rubber Products Development and Services Centre (RPD & SC) at Peliyagoda – T/…/2026**<br>**Outer Envelope –** Name of supply to be written in top left corner of Outer Envelope<br>**Inner Two Envelope –** ORIGINAL & COPY to be marked on top of each envelope name of Bidders / JV, Company. Bid number should be mark in both ORIGINAL & COPY envelopes |
| 4.2 | The Purchaser's address is<br>Attention: Chairman, Department Procurement Committee<br>Address: Industrial Development Board, No. 615, Galle Road, Katubedda, Moratuwa.<br>The Deadline for the submission of bids is …/…./2026 at 11.30 a.m. |
| 4.3 | Bidder may modify, or withdraw their bids by giving notice in written before the deadline |
| 4.4 | **Site Inspection and Pre-Bid Meeting**<br>Interested bidders are given the opportunity to inspect the proposed site prior to submitting their bids for the newly proposed CCTV camera system installation at the Rubber Products Development and Services Centre (RPD & SC) at Peliyagoda<br>• **Site Location:** Rubber Products Development and Services Centre (RPD & SC),, Industrial Development Board, No. 31, New Nuge Road, Peliyagoda.<br>• **Prior Appointment:** Bidders must schedule a date and time in advance by contacting the relevant officers via the telephone numbers given below before visiting the site:<br>o Assistant Director (Supplies): **011 - 2607004**<br>o Assistant Director (RPD & SC- Peliyagoda): **011 - 2930747**<br>**1.2 Pre-Bid Meeting - …/…../2026 at 10.00 am**<br>Following the site inspection, the Pre-Bid Meeting will be held at the following location:<br>• Industrial Development Board, (Board Room, Secretariat Division) -No. 615, Galle Road, Katubedda, Moratuwa. |

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| | |
|---|---|
| | The bid opening shall take place at: Supply Division<br>Address: Industrial Development Board , No. 615, Galle Road, Katubedda, Moratuwa.<br>Date …/…./2026 at 11.30 a.m.<br>Bidders shall not have the option of submitting their bids electronically. |
| | **5.0. Award of Contract** |
| 5.1 | The Standard Form of Performance Security acceptable to the Employer shall be a Bank Guarantee from a reputed Bank operating in Sri Lanka and accepted by the Treasury for the issue of Guarantees. The amount of the Performance Security is 10% (Ten percent) of the Initial Contract Price, in the format given in the Standard Forms, valid until ninety (90) days after Final Acceptance. |

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Technical Requirements :-

**Appendices 01**

## 4MP Bullet Network Camera (Out Door)

| Details of Specifications | Minimum Required | Bidder's Compliance (Yes/No) | If 'No' Indicate Your Offer |
|---|---|---|---|
| **Model** | Manufacturer and model to be stated by the bidder | | |
| **Manufacturer / Brand** | To be specified by the bidder established manufacturer acceptable | | |
| **Country of Origin** | Name of the country | | |
| **Quantity** | Site requirement | | |
| **Camera** | | | |
| **Camera Type** | Outdoor bullet IP network camera. | | |
| **Image Sensor** | Progressive-scan CMOS or equivalent. | | |
| **Max. Resolution** | Minimum 4 MP, 2688 × 1520 or higher. | | |
| **Min. Illumination Color** | Bidder to state colour and monochrome minimum illumination. | | |
| **Shutter Time** | Automatic and manual shutter control bidder to state range. | | |
| **Day & Night** | True day/night with automatic IR-cut filter. | | |
| **Angle Adjustment** | Mounting bracket shall permit suitable pan, tilt and rotation adjustment. | | |

| Details of Specifications | Minimum Required | Bidder's Compliance (Yes/No) | If 'No' Indicate Your Offer |
|---|---|---|---|
| **Lens** | | | |
| **Lens Type** | Fixed or varifocal lens selected to achieve the required site coverage. | | |
| **Focal Length & FOV** | Bidder to state focal length and horizontal/vertical field of view. | | |
| **Aperture** | Bidder to state. | | |
| **Illuminator** | | | |
| **Supplement Light Type** | Integrated IR illumination white light may be offered where useful. | | |
| **Supplement Light Range** | Bidder to state effective range and ensure suitability for the surveyed scene. | | |
| **Video** | | | |
| **Main Stream** | Minimum 4 MP at 25 fps or higher, subject to the offered camera capability. | | |
| **Sub-Stream** | Supported bidder to state available resolutions and frame rates. | | |
| **Video Compression** | H.265 and H.264 or equivalent widely supported efficient compression. | | |
| **Bit Rate Control** | CBR and VBR or equivalent. | | |

| Details of Specifications | Minimum Required | Bidder's Compliance (Yes/No) | If 'No' Indicate Your Offer |
|---|---|---|---|
| **Network and Security** | | | |
| **Network Interface** | RJ45 Ethernet interface; 10/100 Mbps or higher. | | |
| **Protocols and Interoperability** | Support standard IP networking and ONVIF Profile S and/or T, as applicable state supported profiles. | | |
| **Security** | Unique user accounts, role-based access, password protection, secure encrypted administration and firmware update capability. | | |
| **Remote Viewing** | Compatible browser or client application, bidder to state supported platforms. | | |
| **Image and Events** | | | |
| **Image Settings** | Brightness, contrast, sharpness, gain, saturation and white balance adjustment. | | |
| **Image Enhancement** | Backlight compensation and digital noise reduction, WDR preferred for challenging lighting. | | |
| **Motion Detection** | Motion/event detection supported. | | |
| **Privacy Mask** | Configurable privacy masking supported. | | |

| Details of Specifications | Minimum Required | Bidder's Compliance (Yes/No) | If 'No' Indicate Your Offer |
|---|---|---|---|
| **Audio** | If audio is offered, state built-in microphone and/or audio interfaces. Audio is not mandatory unless required by the site. | | |
| **General** | | | |
| **Power** | PoE preferred; state IEEE PoE standard and maximum power consumption. Any alternative power requirement shall be specified. | | |
| **Housing Protection** | Minimum IP66 for outdoor use. | | |
| **Operating Conditions** | Bidder to state operating temperature and humidity range. | | |
| **Accessories** | Mounting bracket, junction box and weatherproof cable entry accessories as required. | | |
| **Warranty** | Minimum 1 year. | | |
| **Price (without Taxes)** | Bidder to state. | | |

Appendices 02

## 2MP Dome Network Camera (Indoor Door)

| Details of Specifications | Minimum Required | Bidder's Compliance (Yes/No) | If 'No' Indicate Your Offer |
|---|---|---|---|
| **Model** | Manufacturer and model to be stated by the bidder | | |
| **Manufacturer / Brand** | To be specified by the bidder established manufacturer acceptable | | |
| **Country of Origin** | Name of the country | | |
| **Quantity** | Site requirement | | |
| **Camera** | | | |
| **Camera Type** | Indoor dome IP network camera. | | |
| **Image Sensor** | Progressive-scan CMOS or equivalent. | | |
| **Maximum Resolution** | Minimum 2 MP (1920 × 1080). | | |
| **Minimum Illumination** | Bidder to state colour and monochrome minimum illumination. | | |
| **Shutter Time** | Automatic and manual shutter control bidder to state range. | | |
| **Day & Night** | True day/night with automatic IR-cut filter. | | |
| **Lens** | | | |
| **Lens Type** | Fixed or varifocal lens suitable for the required indoor field of view. | | |

| Details of Specifications | Minimum Required | Bidder's Compliance (Yes/No) | If 'No' Indicate Your Offer |
|---|---|---|---|
| **Focal Length & FOV** | Bidder to state focal length and horizontal/vertical field of view. | | |
| **Illuminator** | | | |
| **Supplement Light** | Integrated IR illumination where required for low-light coverage. | | |
| **Illumination Range** | Bidder to state. | | |
| **Video** | | | |
| **Main Stream** | 1920 × 1080 at 25 fps or higher, any additional stream resolutions shall be consistent with the offered camera specifications. | | |
| **Sub-stream** | Supported bidder to state available resolutions and frame rates. | | |
| **Video Compression** | H.265 and H.264 or equivalent widely supported efficient compression. | | |
| **Bit Rate Control** | CBR and VBR or equivalent. | | |
| **Network and Security** | | | |
| **Network Interface** | RJ45 Ethernet interface 10/100 Mbps or higher. | | |
| **Protocols and Interoperability** | Support standard IP networking and ONVIF Profile S and/or T, as applicable, state supported profiles. | | |

| Details of Specifications | Minimum Required | Bidder's Compliance (Yes/No) | If 'No' Indicate Your Offer |
|---|---|---|---|
| **Security** | Unique user accounts, role-based access, password protection, secure encrypted administration and firmware update capability. | | |
| **Remote Viewing** | Compatible browser or client application, bidder to state supported platforms. | | |
| **Image and Events** | | | |
| **Image Settings** | Brightness, contrast, sharpness, gain, saturation and white balance adjustment. | | |
| **Image Enhancement** | Backlight compensation and digital noise reduction; WDR preferred where required. | | |
| **Motion Detection** | Motion/event detection supported. | | |
| **Privacy Mask** | Configurable privacy masking supported. | | |
| **Audio** | If audio is offered, state built-in microphone and/or audio interfaces. Audio is not mandatory unless required by the site. | | |
| **General** | | | |
| **Power** | PoE preferred, state IEEE PoE standard and maximum power consumption. Any alternative power requirement shall be specified. | | |
| **Housing Protection** | State ingress protection rating, select a rating appropriate to the indoor location. | | |

| Details of Specifications | Minimum Required | Bidder's Compliance (Yes/No) | If 'No' Indicate Your Offer |
|---|---|---|---|
| **Operating Conditions** | Bidder to state operating temperature and humidity range. | | |
| **Accessories** | Mounting accessories and junction box as required. | | |
| **Warranty** | Minimum 1 year. | | |
| **Price (without Taxes)** | Bidder to state. | | |

Appendices 03

## NVR Channel

| Details of Specifications | Minimum Required | Bidder's Compliance (Yes/No) | If 'No' Indicate Your Offer |
|---|---|---|---|
| **Model** | Long Standing Reputed International Brands Only | | |
| **Manufacturer / Brand** | To be specified by the bidder established manufacturer acceptable | | |
| **Country of Origin** | Name of the country | | |
| **Video and Recording** | | | |
| **IP Camera Inputs** | Sufficient channels for the bidder's proposed camera count, with reasonable spare capacity bidder to state channel capacity. | | |
| **Incoming Bandwidth** | Sufficient for all proposed camera streams simultaneously bidder to state supported bandwidth. | | |
| **Outgoing Bandwidth** | Bidder to state. | | |
| **Display Outputs** | HDMI output required VGA may be provided. State supported output resolutions. | | |
| **Recording Resolution** | Support the resolution and frame rate of all proposed cameras. | | |
| **Video Compression** | H.265 and H.264 or equivalent supported compression. | | |
| **Recording Modes** | Continuous, scheduled and motion/event-based recording. | | |

| Details of Specifications | Minimum Required | Bidder's Compliance (Yes/No) | If 'No' Indicate Your Offer |
|---|---|---|---|
| **Playback** | Search by date/time and event simultaneous playback capability to be stated. | | |
| **Video Export** | Export recordings to USB storage and/or an authorised network location in a commonly playable format. | | |
| **Remote Viewing** | Secure remote live view and playback using supported client software or browser. | | |
| **STORAGE** | | | |
| **Drive Bays** | Bidder to state number of supported internal drive bays. | | |
| **Hard Disk Drives** | Surveillance-rated hard drives suitable for continuous recording. | | |
| **Storage Capacity** | Bidder to calculate and provide sufficient storage for a minimum six-month retention period submit calculation and assumptions. | | |
| **Storage Redundancy** | State whether RAID or other redundancy is supported do not assume it unless included in the offer. | | |
| **Network and Security** | | | |
| **Network Interface** | Ethernet interface suitable for the proposed network bidder to state port speed and count. | | |

| Details of Specifications | Minimum Required | Bidder's Compliance (Yes/No) | If 'No' Indicate Your Offer |
|---|---|---|---|
| **User Management** | Individual user accounts and role-based permissions. | | |
| **Security** | Password protection, secure administration, access logging where supported and firmware update capability. | | |
| **Protocols and Interoperability** | Support ONVIF and standard network protocols appropriate to the offered system state supported standards. | | |
| **General** | | | |
| **Power Supply** | Bidder to state input voltage and maximum power consumption. | | |
| **Operating Conditions** | Bidder to state operating temperature and humidity range. | | |
| **Accessories** | Power supply, mouse and any required rack/shelf accessories included. | | |
| **Warranty** | Minimum 1 year. | | |
| **Price (without Taxes)** | Bidder to state. | | |

Appendices 04

## Unmanaged POE Switch

| Details of Specifications | Minimum Required | Bidder's Compliance (Yes/No) | If 'No' Indicate Your Offer |
|---|---|---|---|
| **Model** | Long Standing Reputed International Brands Only | | |
| **Manufacturer / Brand** | To be specified by the bidder established manufacturer acceptable | | |
| **Country of Origin** | Name of the country | | |
| **Network Parameters** | | | |
| **Port Number** | Bidder to determine from the proposed camera count, uplinks and reasonable spare capacity. State total ports and PoE-enabled ports. | | |
| **Port Type** | RJ45 Ethernet ports, auto negotiation and auto MDI/MDI-X. | | |
| **Data Rate** | 10/100/1000 Mbps or higher as appropriate to the system design. | | |
| **Switching Capacity** | Sufficient for all connected camera traffic bidder to state. | | |
| **Forwarding Mode** | Store and forward or equivalent. | | |

| Details of Specifications | Minimum Required | Bidder's Compliance (Yes/No) | If 'No' Indicate Your Offer |
|---|---|---|---|
| **POE Power Supply** | | | |
| **PoE Standard** | IEEE 802.3af and/or IEEE 802.3at as required by the offered cameras. | | |
| **Maximum Power per Port** | Sufficient for the maximum power requirement of the connected camera bidder to state. | | |
| **Total PoE Power Budget** | Calculated to support all connected cameras concurrently, with suitable headroom; bidder to state calculation. | | |
| **General** | | | |
| **Power Supply** | Compatible with local mains supply bidder to state input range and maximum consumption. | | |
| **Housing and Cooling** | Suitable for the installation environment state cooling method. | | |
| **Operating Conditions** | Bidder to state operating temperature and humidity range. | | |
| **Warranty** | Minimum 1 year. | | |
| **Price (without Taxes)** | Bidder to state. | | |

Appendices 05

## 32'' LED TV Monitor

| Details of Specifications | Minimum Required | Bidder's Compliance (Yes/No) | If 'No' indicate your offer |
|---|---|---|---|
| **Identification and General** | | | |
| **Model** | Manufacturer and model to be stated by the bidder | | |
| **Manufacturer / Brand** | To be specified by the bidder established manufacturer acceptable | | |
| **Country of Origin** | Country of manufacture to be stated | | |
| **Display Type** | 32-inch LED-backlit display suitable for continuous CCTV monitoring | | |
| **Display** | | | |
| **Screen Size** | 32 inches | | |
| **Maximum Resolution** | Minimum 1920 x 1080 (Full HD) | | |
| **Brightness** | Minimum 300 cd/m2 | | |
| **Contrast Ratio** | Minimum 3000:1 or equivalent | | |
| **Response Time** | Maximum 10 ms preferred | | |
| **Colour Support** | Minimum 16.7 million colours | | |
| **Viewing Angle** | Approximately 178 degrees horizontal and vertical or better | | |
| **Interfaces** | | | |
| **HDMI Input** | Minimum 1 | | |

| Details of Specifications | Minimum Required | Bidder's Compliance (Yes/No) | If 'No' indicate your offer |
|---|---|---|---|
| **VGA Input** | Minimum 1 | | |
| **Audio Input** | Minimum 1 where required for the proposed system | | |
| **General** | | | |
| **Power Consumption** | Bidder to state. | | |
| **Operating Conditions** | Bidder to state operating temperature and humidity range. | | |
| **Accessories** | Power cable and required display cable included. | | |
| **Mounting** | Wall mounting as required | | |
| **Warranty** | Minimum 3 years | | |
| **Price (without Taxes)** | To be quoted by the bidder | | |

Appendices 06

## 1.2KVA UPS

| Details of Specifications | Minimum Required | Bidder's Compliance (Yes/No) | If 'No' indicate your offer |
|---|---|---|---|
| **Identification and General** | | | |
| **Model** | Manufacturer and model to be stated by the bidder | | |
| **Manufacturer / Brand** | To be specified by the bidder established manufacturer acceptable | | |
| **Country of Origin** | Country of manufacture to be stated | | |
| **Quantity** | To be specified by the bidder | | |
| **UPS Type** | Online or line-interactive UPS suitable for the NVR | | |
| **Capacity / Battery** | | | |
| **Capacity** | Minimum 1200 VA / 720 W | | |
| **Battery Configuration** | Bidder to state battery voltage, quantity and Ah rating | | |
| **Recharge Time** | Approximately 4-6 hours to 90% capacity or better | | |
| **Transfer Time** | Bidder to state, suitable for uninterrupted NVR operation | | |
| **Backup Time** | Minimum 30 minutes at the actual NVR load | | |
| **Input** | | | |
| **Nominal Input Voltage** | 208/220/230/240 VAC or compatible with local supply | | |
| **Input Voltage Range** | Bidder to state | | |

| Details of Specifications | Minimum Required | Bidder's Compliance (Yes/No) | If 'No' indicate your offer |
|---|---|---|---|
| **Frequency Range** | Approximately 40-70 Hz with automatic 50/60 Hz sensing or better | | |
| **Output** | | | |
| **AC Voltage Regulation (Battery Mode)** | Compatible with the NVR power requirements | | |
| **Frequency (Battery Mode)** | 50/60 Hz +/-1% or better | | |
| **Output Waveform** | Pure sine wave preferred; bidder to state | | |
| **Battery / Protection / Alarms** | | | |
| **Battery Mode Alarm** | Audible battery mode indication | | |
| **Low Battery Alarm** | Audible low-battery indication | | |
| **Overload/Fault Alarm** | Audible overload/fault indication | | |
| **Protection** | Overload, short circuit, surge and over-discharge protection | | |
| **General** | | | |
| **Noise Level** | Less than 50 dB at 1 metre preferred | | |
| **Operating Temperature** | Bidder to state | | |
| **Warranty** | Minimum 3 years | | |
| **Price (without Taxes)** | | | |

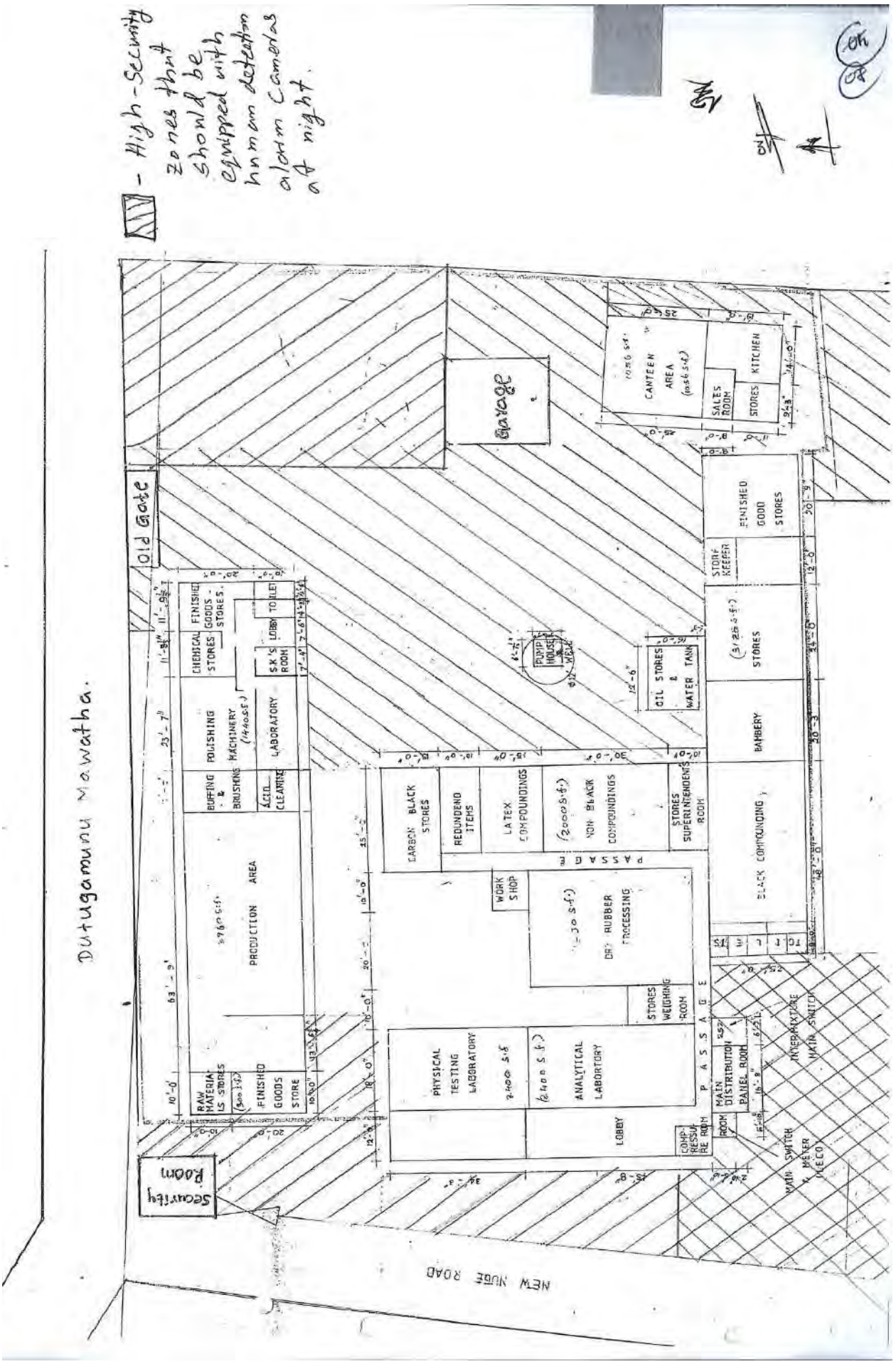
Appendices 07

## Data and Power Cable

| Details of Specifications | Required | Offered |
|---|---|---|
| **Model** | Long Standing Reputed Brands Only | |
| **Country of Origin** | Name of the country | |
| **Price (without Taxes)** | | |

Provide as-built camera layout, network diagram, cable schedule, equipment list, configuration summary and warranty details.

# Drawing


- High-Security zones that should be equipped with human detection alarm cameras at night.
Old Gate
Garage
Security Room
Dutugamunu Mawatha.
NEW MUDE ROAD
PRODUCTION AREA
RAW MATERIALS STORES
FINISHED GOODS STORE
BUFFING & BRUSHING
POLISHING MACHINERY
ACID CLEANING
LABORATORY
CHEMICAL STORES
FINISHED GOODS STORES
S.K.'S ROOM
LOBBY
TOILET
CARBON BLACK STORES
REDUNDEND ITEMS
LATEX COMPOUNDINGS
NON BLACK COMPOUNDINGS
STORES SUPERINTENDENTS ROOM
BLACK COMPOUNDING
BARBERY STORES
STORE KEEPER
FINISHED GOOD STORES
OIL STORES & WATER TANK
PUMP HOUSE
CANTEEN AREA
SALES ROOM
STORES
KITCHEN
WORK SHOP
DRY RUBBER PROCESSING
STORES WEIGHING ROOM
PASSAGE
PHYSICAL TESTING LABORATORY
ANALYTICAL LABORTORY
LOBBY
COMPRESSURE ROOM
MAIN DISTRIBUTION PANEL ROOM
MAIN SWITCH
METER
MAIN SWITCH
INTERRUPTTER
MAIN SWITCH
CEB METER

# Section IV
## *Price Schedule*

*[The Bidder shall fill in these Price Schedule in accordance with the instructions indicated. The list of line items in column 1 of the Price Schedules shall coincide with the List of Goods and Related Services specified by the Purchaser in the Schedule of Requirement]*

| *1* | *2* | *3* | *4* | *5* | *6* | *7* | *8* | *9* | *10* |
|---|---|---|---|---|---|---|---|---|---|
| | | | Goods and related Services offered within Sri Lanka (in Sri Lankan Rupees) | | | | | | |
| | | | A | | | | | | |
| Line Item No. | Description of Goods or related services | Qty and unit | Unit price (inclusive of duties, sales and other taxes) Excluding VAT | Price per line item (Col. 3x4) | Inland transportation, insurance and other related services to deliver the goods to their final destination if not included under column 4 | Total Price Excluding VAT (Col 5+6) | Discounted Total price (if any ) excluding VAT | VAT | Total Price Including VAT (Col. 7 or 8+9) |
| 1 | Design, Supply, Installation & Commissioning of CCTV Surveillance system at Rubber Products Development and Services Centre (RPD & SC) at Peliyagoda | | | | | | | | |
| | | | | | Total | | | | |

*Signed: [insert signature of person whose name and capacity are shown]*

*In the capacity of [insert legal capacity of person signing]*
*Name: [insert complete name of person signing]*
*Duly authorized to sign the bid for and on behalf of: [insert complete name of Bidder]*
*Dated on day of , [insert date of signing]*

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# Section V
# 1. Bid Submission Form

*[The Bidder shall fill in this Form in accordance with the instructions indicated No alterations to its format shall be permitted and no substitutions shall be accepted.]*

Date: ……

No.: ……

To: **Chairman,**
**Industrial Development Board of Ceylon, No. 615, Galle Road, Katubedda, Moratuwa.**

We, the undersigned, declare that:

(a) We have examined and have no reservations to the Bidding Documents, including Addenda No.: *[insert the number and issuing date of each Addenda];*

(b) We offer to supply in conformity with the Bidding Documents and in accordance with the Delivery Schedules specified in the Schedule of Requirements the following Goods and Related Services *[* insert a brief description of the Goods and Related Services];*

(c) The total price of our Bid without VAT, including any discounts offered is: *[insert the total bid price in words and figures];*

(d) The total price of our Bid including VAT, and any discounts offered is: *[insert the total bid price in words and figures];*

(e) Our bid shall be valid for the period of 90 days, from the date fixed for the bid submission deadline and it shall remain binding upon us and may be accepted at any time before the expiration of that period;

(f) If our bid is accepted, we commit to obtain a performance security in accordance with ITB Clause 21 and CC Clause 17.1 for the due performance of the Contract;

(g) Our firm, its affiliates or subsidiaries—including any subcontractors or suppliers for any part of the contract—has not been declared blacklisted by the National Procurement Agency;

(k) We understand that this bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal contract is prepared and executed.

(l) We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive.

Signed: *[insert signature of person whose name and capacity are shown]*
In the capacity of *[insert legal capacity of person signing the Bid Submission Form]*
Name: *[insert complete name of person signing the Bid Submission Form]*

Duly authorized to sign the bid for and on behalf of: *[insert complete name of Bidder]*

Dated on _____ day of _____, _____ *[insert date of signing]*

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# 2. Bid Guarantee

*[This Bank Guarantee form shall be filled in accordance with the instructions indicated in brackets]*

---------- *[Insert issuing agency's name, and address of issuing branch or office]* ------

Beneficiary: **Chairman,**
**Industrial Development Board of Ceylon**

Date:---------- *[insert (by issuing agency) date]*

BID GUARANTEE No.: ---------- *[insert (by issuing agency) number]*

We have been informed that --------- *[insert (by issuing agency) name of the Bidder; if a joint venture, list complete legal names of partners]* (hereinafter called "the Bidder") has submitted to you its bid dated ---------- *[insert (by issuing agency) date]*(hereinafter called "the Bid") for the supply of *[insert name of Supplier]* under Invitation for Bids No. -------

- *[insert IFB number]* ("the IFB").

Furthermore, we understand that, according to your conditions, Bids must be supported by a Bid Guarantee.

At the request of the Bidder, we ---------- *[insert name of issuing agency]* hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of ---

--------- *[insert amount in figures]* ----------*[insert amount in words]*) upon receipt by us of your first demand in writing accompanied by a written statement stating that the Bidder is in breach of its obligation(s) under the bid conditions, because the Bidder:

(a) has withdrawn its Bid during the period of bid validity specified; or

(b) does not accept the correction of errors in accordance with the Instructions to Bidders (hereinafter "the ITB"); or

(c) having been notified of the acceptance of its Bid by the Purchaser during the period of bid validity, (i) fails or refuses to execute the Contract Form, if required, or (ii) fails or refuses to furnish the Performance Security, in accordance with the ITB.

This Guarantee shall expire: (a) if the Bidder is the successful bidder, upon our receipt of copies of the Contract signed by the Bidder and of the Performance Security issued to you by the Bidder; or (b) if the Bidder is not the successful bidder, upon the earlier of (i) our receipt of a copy of your notification to the Bidder that the Bidder was unsuccessful, otherwise it will remain in force up to *(insert date)*

Consequently, any demand for payment under this Guarantee must be received by us at the office on or before that date.

_____

*[signature(s) of authorized representative(s)]*

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# 3. Manufacturer's Authorization

*[The Bidder shall require the Manufacturer to fill in this Form in accordance with the instructions indicated. This letter of authorization should be on the letterhead of the Manufacturer and should be signed by a person with the proper authority to sign documents that are binding on the Manufacturer. The Bidder shall include it in its bid, if so indicated in the BDS.]*

Date:…….

WHEREAS

We ……..*[insert complete name of Manufacturer],* who are official manufacturers of ……..*[insert type of goods manufactured],* having factories at ……..*[insert full address of Manufacturer's factories]*, do hereby authorize ……*[insert complete name of Bidder]* to submit a bid the purpose of which is to provide the following Goods, manufactured by us …… *[insert name and or brief description of the Goods]*, and to subsequently negotiate and sign the Contract.

We hereby extend our full guarantee and with respect to the Goods offered by the above firm.

Signed:

……

*[insert signature(s) of authorized representative(s) of the Manufacturer]*

Name:

……

*[insert complete name(s) of authorized representative(s) of the Manufacturer]*

Title:

……

*[insert title]*

Duly authorized to sign this Authorization on behalf of:

……

*[insert complete name of Bidder]*

Dated on _____day of _____, _____*[insert date of signing]*

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# 4. Non - collusion Affidavit

The undersigned bidder or agent, hereby solemnly, sincerely, and truly declares and affirms/makes an oath and states as follows;

a) That he/she has not, nor has any other member, representative, or agent of the firm, company, corporation, or partnership representing him/her, entered into any combination, collusion, or similar agreement with any person in connection with the price to be bid;
b) That he/she or anyone representing him/her has not taken any step whatsoever to prevent any person from bidding, nor to induce anyone to refrain from bidding; and
c) That this bid is made without reference to any other bid and without any agreement, understanding, or combination with any other person in reference to this bid.

He/she further states that no person, firm, or corporation has received or will receive, directly or indirectly, any rebate, fee, gift, commission, or thing of value in connection with the submission of this bid.

The bidder accepts full responsibility for ensuring the absence of collusion and hereby pledges to abide by fair and ethical competition practices throughout the procurement process and fully comply with the applicable Procurement Guidelines.

I hereby affirm, under the penalties for perjury, that all statements made by me in this affidavit are true and correct.

The foregoing Affidavit having been duly read over and explained by me to the Affirmant above named and he/she having understood the contents therein and admitted to be correct, affirmed and set his/her signature hereto before me) on this …. day of ……. at ……

BEFORE ME,

JUSTICE OF THE PEACE/COMMISSIONER OF OATHS

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# Schedule of Requirements

**Content**


01 List of Goods and Delivery Schedule

02 List of Related Services and Completion Schedule


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# 1. List of Goods and Delivery Schedule

*[The Purchaser shall fill in this table, with the exception of the column "Bidder's offered Delivery date" to be filled by the Bidder]*

| Line Item No | Description of Goods | Quantity | Units | Final (Project Site) Destination as specified in BDS | Delivery Date [1] | | |
|---|---|---|---|---|---|---|---|
| | | | | | Earliest Delivery Date *[insert the number of days following the date of effectiveness of the Contract]* | Latest Delivery Date *[insert the number of days following the date of effectiveness of the Contract]* | Bidder's offered Delivery date [*to be provided by the bidder*] *[insert the number of days following the date of effectiveness the Contract]* |
| 1 | Design, Supply, Installation & Commissioning of CCTV Surveillance system at Rubber Products Development and Services Centre (RPD & SC) at Peliyagoda | 01 | No. | Industrial Development Board of Ceylon, No. 31, New Nuge Road, Peliyagoda. | On or before 2 weeks from the date of the contract signing | On or before 4 weeks from the date of the contract signing | |

*Signed: [insert signature of person whose name and capacity are shown]*
*In the capacity of [insert legal capacity of person signing]*

*Name: [insert complete name of person signing]*

*Duly authorized to sign the bid for and on behalf of: [insert complete name of Bidder]*

*Dated on day of , [insert date of signing]*

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# 2. List of Related Services and Completion Schedule

*[ This table shall be filled in by the Purchaser. The Required Completion Dates should be realistic, and consistent with the required Goods Delivery Dates]*

| Service | Description of Service | Quantity[1] | Unit | Place where Services shall be performed | Final Completion Date(s ) of Services |
|---|---|---|---|---|---|
| *[insert Service No]* | *[insert description of Related Services]* | *[insert quantity of items to be supplied]* | *[insert unit for the items]* | *[insert name of the Place]* | *[insert required Completion Date(s)]* |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

*Signed: [insert signature of person whose name and capacity are shown]*

*In the capacity of [insert legal capacity of person signing]*

*Name: [insert complete name of person signing]*

*Duly authorized to sign the bid for and on behalf of: [insert complete name of Bidder]*
*Dated on day of , [insert date of signing*

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**SPECIMEN FORM OF PERFORMANCE BANK GURANTEE (UNCONDITIONAL)**

**Bond Number:……** **Date:**

**SUM GURANTEED:……..**

**To: Chairman**
**Industrial Development Board of Ceylon,**
**615, Galle Road,Katubedda,**
**Moratuwa**
**Sri Lanka**

Whereas. …….. (name and address of contractor) (hereinafter called the contractor) has undertaken in pursuance of contract No: T/…./2026 dated…… to execute……. (Name of contract) (Hereinafter called" the contract").

And whereas it has been stipulated by you in the said Contract that the Contractor shall furnish you with a Bank Guarantee by a recognized Bank for a sum specified therein as security for compliance with his obligations in accordance with the Contract.

And whereas we have agreed to give the Contractor such a Bank Guarantee.

Now therefore we hereby affirm that we are the Guarantor and responsible to you, on behalf of the Contractor, up to a total of ……(amount of Guarantee)…… Amount in words, such sum being payable, and we undertake to pay you upon your first written demand and without cavil or argument, any sum or sums within the limits of ……..(amount of Guarantee) as aforesaid without your needing to prove or to show ground or reasons for your demand for the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the contractor before presenting us with the demand.

We further agree that no change or addition to or other modifications of the terms of contract or of the Works to be performed hereunder or of any of the Contract document which may be made between you and the Contractor shall in any way release us from any liability under this guarantee, and we hereby waive notice or any such change, addition or modification.

This guarantee shall be valid until a date:…….

Signature and the Seal of the Guarantor :…….

Name of the Bank:…….

Address:……..

Date:……

Witness:……. ……..

Received By : ……

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**ADVANCE PAYMENT SECURITY**
**(Unconditional)**

……. [Name and addressed of Contractor]

**Beneficiary: Chairman, Industrial Development Board of Ceylon, 615, Galle Road, Katubedda, Moratuwa, Sri Lanka**

Date…….

**ADVANCE PAYMENT GUARANTEE No**.: ……..

We have been informed that …… [name of contractor / supplier](hereinafter called "the Contractor") has entered in to contract No. …… [reference number of the contract] dated ---------- with you, for the ----------(insert "construction" or "supply") of ---------- [name of contract and brief description] (hereinafter called "the Contract"). Furthermore, we understand that, according to the conditions of the Contract, an advance payment in the sum ---------- [amount of figures] (----------) [amount in words] is to made against an advance payment Guarantee. At the request of the Contractor, we ---------- [name of issuing agency] hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of [amount of figures] ( ---------- ) [amount of words]1 upon receipt by us of your first demand in writing accompanied by a written statement stating that the Contractor is in breach of its obligation under the Contract. The maximum amount of this guarantee shall be progressively reduced by the amount of the advance payment recovered from the contractor or repaid by the Contractor. This guarantee shall expire, (----------Insert the date----------), 28 days beyond the expected expiration date (completion date) of the Contract. Consequently, any demand for payment under this guarantee must be received by us at this office on or before that date. The guarantor shall insert an amount representing the amount of the advance payment and denominated either in the currency/currencies) of the advance payment as specified in the contract.

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**BID NO. T/…./2026**

# Bid-Securing Declaration

*[Note: the purchaser is required to fill the information marked as "*" and delete this note prior to selling of the bidding document]*

*[The **Bidder** shall fill in this form in accordance with the instructions indicated in brackets]*

Date: ----------*[insert date by bidder]*

*Name of contract -- *[insert name]*

*Contract Identification Nº: ---------*[insert number]*

*Invitation for Bid No.: ---------- *insert number]*

*To: ---------- *[insert the name of the Purchaser]*

We, the undersigned, declare that:

1. We understand that, according to instructions to bidders (hereinafter "the ITB"), bids must be supported by a bid-securing declaration;
2. We accept that we shall be suspended from being eligible for contract award in any contract where bids have being invited by any of the Procuring Entity as defined in the Procurement Guidelines published by National Procurement Agency of Sri Lanka, for the period of time of *three years* starting on *the latest date set for closing of bids of this bid,* if we:
   (a) withdraw our Bid during the period of bid validity period specified; or
   (b) do not accept the correction of errors in accordance with the Instructions to Bidders of the Bidding Documents; or
   (c) having been notified of the acceptance of our Bid by you, during the period of bid validity, (i) fail or refuse to execute the Contract Form, if required, or (ii) fail or refuse to furnish the performance security, in accordance with the ITB.
3. We understand this bid securing shall expire if we are not the successful bidder, upon the earlier of (i) our receipt of a copy of your notification to the Bidder that the bidder was unsuccessful; or (ii) twenty-eight days after the expiration of our bid.
4. We understand that if we are a JV, the Bid Securing Declaration must be in the name of the JV that submits the bid. If the JV has not been legally constituted at the time of bidding, the Bid Securing Declaration shall be in the names of all future partners as named in the letter of intent.

Signed *[insert signature(s) of authorized representative]* In the Capacity of *[insert title]*

Name *[insert printed or typed name]*

Duly authorized to sign the bid for and on behalf of *[insert authorizing entity]*

Dated on *[insert day]* day of *[insert month], [insert year]*

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# (Specimen)

## Contract Agreement

THIS CONTRACT AGREEMENT is made the [insert: number] day of [insert: month], [insert: year].

BETWEEN

(1) Industrial Development Board of Ceylon a statutory Board established under Industrial Development Act No. 36 of 1969 a state owned enterprise under the Ministry of Industry and Entrepreneurship Development and having its secretariat at *No. 615, Galle Road, Katubedda, Moratuwa.* (hereinafter called "the Purchaser"), and

(2) ……[*Insert name of Supplier*], and the place of Business at ……. [*Insert address of the Supplier*]

WHEREAS the Purchaser invited Bids for Design, Supply, Installation & Commissioning of CCTV Surveillance system at Rubber Products Development and Services Centre (RPD & SC) at Peliyagoda under Tender No. T/29/2026 and has accepted a Bids by the Supplier for the Design, Supply, Installation & Commissioning of CCTV Surveillance system at Rubber Products Development and Services Centre (RPD & SC) at Peliyagoda for sum of …….. [*Insert Contract Price in words and figures*, (hereinafter called "the Contract Price").

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.

2. The following documents shall constitute the Contract between the Purchaser and the Supplier, and each shall be read and construed as an integral part of the Contract:
   (a) This Contract Agreement
   (b) Contract Data
   (c) Technical Requirements (including Schedule of Requirements and Technical Specifications)
   (d) The Supplier's Bid and original Price Schedules
   (e) Letter of Award
   (f) Letter of Acceptance
   (g) [Add here any other document(s)]

3. This Contract shall prevail over all other Contract documents. In the event of any discrepancy or inconsistency within the Contract documents, then the documents shall prevail in the order listed above.

4. In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Purchaser to provide the Goods and Services and to remedy defects therein in conformity in all respects with the provisions of the Contract.

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5. The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the Goods and Services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of Democratic Socialist Republic of Sri Lanka on the day, month and year indicated above.

| For and on behalf of Purchaser | For and on behalf of Supplier |
|---|---|
| …….. | …… |
| Chairman<br>Industrial Development Board of Ceylon | |

**W I T N E S S E S**

| | |
|---|---|
| 1. Signature | 1. Signature |
| Name | Name |
| Designation | Designation |
| 2. Signature | 2. Signature |
| Name | Name |
| Designation | Designation |

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***To Be Returned with The Bid***

**ISSUING DETAILS OF THE DOCUMENTS**

**Bid Document No : T/…../2026**

Document Issued to : …….

Name : ……...……...…….

Address ……..……

……...……

Contact Fixed Telephone No ……..……..
Contact Mobile Telephone Nos ……
Email Address ……..……..
Non-refundable cash payment: Rs. 3,500.00

Receipt No: ……..……. Date : ……..…….

……..…….
Signature of the Authorized Issuing Officer
Assistant Director – Supply

Date: ...…. / …….. / 20……

_____

Receipt to be paste here

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