



MINISTRY OF HEALTH AND MASS MEDIA

NATIONAL PROGRAMME FOR TUBERCULOSIS CONTROL & CHEST DISEASES

Bidding Document

Procurement of Goods

Procurement of 15 Nos. Desktop Computer

Contract No: NPTCCD/IT/ 2025/13

National Programme for Tuberculosis Control & chest Diseases,
Public Health Complex,
4th Floor, 555/5,
Elvitigala Mw,
Narahenpita,
Colombo 05.

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SECTION II

Bidding Data Sheet

(BDS)

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.

<i>ITB Clause Reference</i>	A. General
<i>ITB 1.1</i>	The Purchaser is: National Programme for Tuberculosis Control & chest Diseases,
<i>ITB 1.1</i>	The name and identification number of the Contract are Procurement of 15 Nos. Desktop Computer NPTCCD/IT/2025/57
<i>ITB 2.1</i>	The source of funding is: GOSL
<i>ITB 4.1</i>	a. If the estimate cost for the procurement exceeds the Rs. 5 million the bidder shall register at the Registrar of Public Contract Sri Lanka at the time of submission of bids (PCA 3)
	B. Contents of Bidding Documents
<i>ITB 7.1</i>	For <u>Clarification of bid purposes</u> only, the Purchaser's address is: Attention: Director Address: National Programme for Tuberculosis Control & chest Diseases, Public Health Complex, 4 th Floor, 555/5, Elvitigala Mw, Narahenpita, Colombo 05. Telephone: 0112368276, 0112368274
	C. Preparation of Bids
<i>ITB 11.1(e)</i>	The Bidder shall submit the following documents with the bid. Failure to submit one or more of the following documents, bids will be treated as non-responsive : 1. Bid Submission Form (Including all related Cost, i.e. Post warranty service charges, civil construction work, etc.) 2. Bid Security 3. Power of Attorney to the signatory

	4. Price Schedule – Goods 5. Price Schedule –Major replacement components, mandatory spare parts consumables and accessories 6. Delivery schedule - Goods 7. Bidder's response to Technical Specification 8. Detailed Pro-forma Invoice 09. Post qualification data (Financial Report, Work Shop details of Test equipment & Technical staff.... Etc.) 11. Certified copy of Business Registration Certificate 13. Certificate of Registration as an agent on behalf of the tender (PCA 3 form)- certified copy
	Documents 1) Documents to be supplied with the offer; a) Original Technical Literature in English (Relevant Catalogues) 2) Documents to be supplied together with the equipment delivery; a) Operation Manual in English with each unit b) sets of Service Manual
ITB 15.1	a. The bidder shall quote all prices of goods & services in Sri Lankan Rupees. b. If the Insurance is required Bidder shall submit separate Insurance coverage from port of disembarkation to the handing over & commissioning including inland transportation, storage...etc.
ITB 17.3	Period of time the Goods are expected to be functioning (for the purpose of spare parts): 03 years from the date of delivery
ITB 18.1 (b)	Warranty & post warranty, after sales services are required
ITB 19.1	The bid shall be valid until. 27/12/2025
ITB 20.1	Bid shall include a Bid Security issued by 1. Bank operating in Sri Lanka; 2. A Bank operating in another country but the guarantee "confirmed" by a bank operating in Sri Lanka; 3. Construction Guarantee Fund;
ITB 20.2	The amount of the Bid Security shall be LKR 45,000.00 The validity period of the bid security shall be until 27/12/2025

	D. Submission and Opening of Bids
ITB 22.2 (c)	The inner and outer envelopes shall bear the following identification marks: Procurement of 15 Nos. Desktop Computer NPTCCD/IT/2025/57 Closing at 10.00 a.m on 28/10/2025
ITB 23.1	For bid submission purposes, the Purchaser's address is: Attention: Director Address: National Programme for Tuberculosis Control & Chest Diseases, Public Health Complex, 4th Floor, 555/5, Elvitigala Mw, Narahenpita, Colombo 05. OR Bids may be deposited in the Tender Box available at the office of Accountant, National Programme for Tuberculosis Control & Chest Diseases, Public Health Complex, 4th Floor, 555/5, Elvitigala Mw, Narahenpita, Colombo 05. The deadline for the submission of bids is: Date: 28/10/2025 Time: 10.00AM
ITB 26.1	The bid opening shall take place at: Address: Office of Accountant, National Programme for Tuberculosis Control & Chest Diseases, Public Health Complex, 4th Floor, 555/5, Elvitigala Mw, Narahenpita, Colombo 05. Date: 28/10/2025 Time: 10.00AM

SECTION III

Evaluation & Qualification Criteria

This section complements the Instructions to Bidders. It contains the criteria that the purchaser uses to evaluate a bid and determine whether a Bidder has the required qualifications. No other criteria shall be used.

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	E. Evaluation and Comparison of Bids
ITB 35.3 d	Delivery schedule The goods covered under this invitation are required to be delivered within an acceptable delivery period specified in the Schedule of Requirement. No credit will be given to earlier deliveries and offering delivery beyond this period will be treated as non-responsive.
ITB 35.4^l	Evaluation Criteria The following factors and methodology will be used for evaluation: a. Completeness of the Bidding Document b. Responsiveness of the bid as per ITB 11.1 E c. Technical Specification compliance. d. Bid Price (ITB 14) e. Operational cost of the equipment (Spare parts and consumable) f. Past performance of the Product g. Post qualification h. Delivery schedule
ITB 35.5	Multiple offers shall not be considered
ITB 37.2	Post qualification Requirements After determining the lowest-evaluated bid in accordance with ITB Sub-Clause 36.1, the Purchaser shall carry out the post qualification of the Bidder in accordance with ITB Clause 37, using only the requirements specified. (a) Financial Capability The Bidder shall furnish documentary evidence that it meets the following Financial requirement(s): 1. Audited Financial Accounts for last three years. 2. The average annual turnover of the last three years (b) Experience and Technical Capacity The Bidder shall furnish documentary evidence to demonstrate that it meets The following experience requirement(s):

	1. Work shop facilities 2. Test equipment & Tools 3. Technical Staff – Experience & Training details - At least one Engineer or Technical person should have been trained (at least one-week foreign training) on the Model quoted (certificate should be provided) 4. Past performance of the similar Goods. (Past repair and maintenance records, average equipment downtime & end-user's comments will be considered)
ITB 39.1	I. In accordance with Clauses 8.3 and 8.5 of the National Procurement Guideline 2024, any unsuccessful bidder, who is not satisfied with the decision to award the contract, may request debriefing and appeal against the recommendation of the Ministry Procurement Committee decision to award the successful bidder, to the chairman of the relevant Ministry Procurement Appeal Board within the standstill period. II. As per paragraph (b) of Clause 8.5.3, each appeal shall be made in writing and shall be accompanied by a non-refundable cash deposit of Rupees Thousand (LKR 1,000/=) payable to the Accountant, National Programme for Tuberculosis Control & chest Diseases. As per Clause 8.4 of the National Procurement Guideline 2024 Standstill period is a requirement in public procurement. It provides a short pause (non-decisive) period between the intention to contract award decision notification to bidders and the final decision to award the contract. III. The standstill period shall be 10 working days. For this procurement the standstill period shall be 10 working days.

	F. Other Requirements
ITB 42.2	a. If the contract value exceeds the Rs.5 million, the bidder shall register the contract at the Registrar of public contracts Sri Lanka and submit the registered contract within 7 days of the receipt of an award.

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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: *[insert date (as day, month and year) of Bid Submission]*

No.: *[insert number of bidding process]*

To: Director, National Programme for Tuberculosis Control & chest Diseases,
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]*;

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 **/Procurement of 15 Nos. Desktop Computer**

- (b) The total price of our Bid without VAT, including any discounts offered is: *[insert the total bid price in words and figures]*;
- (c) The total price of our Bid including VAT, and any discounts offered is: *[insert the total bid price in words and figures]*;
- (d) Our bid shall be valid for the period of time specified in ITB Sub-Clause 18.1, from the date fixed for the bid submission deadline in accordance with ITB Sub-Clause 23.1, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- (e) If our bid is accepted, we commit to obtain a performance security in accordance with ITB Clause 43 and CC Clause 17 for the due performance of the Contract;
- (f) We have no conflict of interest in accordance with ITB Sub-Clause 4.3;
- (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]*

Price Schedule

1. The Bidder shall fill in the 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 on the Schedule of Requirements.
2. If so specified in the Bid Data Sheet and in the Schedule of Requirement Bidder shall indicate the relevant post warranty service to be incurred by the Purchaser for successive Ten years.
3. Consumable parts to be excluded from the maintenance contract shall be given separately with their unit cost valid for a period of three years.
4. The costs quoted for the maintenance contract shall be binding upon the Bidder, which will form a basis for a service and maintenance agreement in case the Bidder is selected to perform the contract.

1	2	3	4	5	6	7	8	9
Line Item No.	Description Of Goods	Qty.	Unit price (inclusive of duties, sales & other taxes) Excluding VAT Rs.	Price per line item (Col 3x5) Rs.	Transportation, insurance, storage & other related services to deliver , install & commission at the final destination (if not included under col.5) Rs.	Total price excluding VAT (col.6+7) Rs.	VAT Rs.	Total price including VAT (col.8+9) Rs.
01	Desktop Computer Make : Model:- Country of Origin :-	15						

**Cost of Major Replacement Components, Mandatory Spare Parts,
Consumables, Accessories and Services.**

#	<i>Part/Consumables</i>	<i>Unit Cost</i>	<i>Available Source</i>

The above prices are valid for 2 years after completion of warranty period

Name & Signature of Bidder:

Company Seal:

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: Director, National Programme for Tuberculosis Control & chest Diseases,

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)]

Section V

Schedule of Requirements

1. List of Goods, Related Services & Delivery Schedule19

List of Goods, Related Services & Delivery Schedule - GOODS

Item No.	Description of Goods	Qty.	Final Destination as specified in BDS	Required Delivery Period ¹	Bidder's Offered Delivery Period ²
01	Desktop Computer	15	National Programme for Tuberculosis Control & chest Diseases, Public Health Complex, 4 th Floor, 555/5, Elvitigala Mw, Narahenpita, Colombo 05.	Not more than 4 weeks	

Related Services

Item No.		Site
1		
2		

¹ No. of weeks from the date of effectiveness of the contract / effective period will be counted from the date of signing the contract

² Bidder shall offer the delivery period in weeks. The latest delivery date offered by the bidder will be considered as the delivery period (ITB 35.3 d)

The latest delivery date will be considered on the date of delivery of the complete order without any shortages as mentioned in the Pro-forma Invoice (including all accessories)

Section VII.

Contract Data

The following Contract Data shall supplement and / or amend the Conditions of Contract (CC). Whenever there is a conflict, the provisions herein shall prevail over those in the CC.

CC 1.1(i)	The Purchaser is: National Programme for Tuberculosis Control & chest Diseases,
CC 1.1 (m)	Final Destination is: National Programme for Tuberculosis Control & chest Diseases,
CC 8.1	For <u>notices</u>, the Purchaser's address shall be: Attention: Director Address: National Programme for Tuberculosis Control & chest Diseases, Public Health Complex, 4th Floor, 555/5, Elvitigala Mw, Narahenpita, Colombo 05. Telephone: 0112368276, 0112368274 Fax: 0112368275 E mail:
CC12.1	Details of Shipping and other Documents to be furnished by the Supplier: 1. Tax Invoice
CC 15.1	Method & Conditions of Payment to be made to the Supplier under this Contract shall be as follows: Payment shall be made in Sri Lankan Rupees within thirty (30) days of presentation of claim supported by a certificate from the Purchaser/End user declaring that the Goods have been delivered and that all other contracted Services have been performed. I. On Delivery: Hundred (100) percent of the contract price shall be paid on verification of the goods delivered to the Stores of the National Programme for Tuberculosis Control & chest Diseases against the purchase Order and upon submission of the documents specified in CC Clause 12

	II. Liquidated Damages a. In the event of the supplier unable to supply the goods during the agreed period, the supplier shall be liable to pay a sum equivalent to the 1% of total contract value for each week and maximum of 10% shall be charged for 10 weeks beyond the agreed period as liquidate damages. b. The performance bond shall be forfeited and the supplier shall be black listed if the supplier is unable to supply the goods after 10 weeks beyond the agreed period
CC 17.1	A Performance Security shall be required.
CC 27.3	Warranty The warranty shall remain valid for 03 years after the Goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the Contract data.

Document Check List

(This document must be returned with the bid.)

Bids shall be accompanied by following documents duly filled and signed by bidders as per the given order.

Please tick the appropriate cage, if enclosed, and give the relevant page number in Your bid document.

No.	Document	Enclosed	Page No.
1	Bid Submission Form (Including all related Cost, i.e. Post warranty service charges, civil construction work, etc.)		
2	Bid Security		
3	Power of Attorney to the signatory		
4	Price Schedule – Goods		
5	Delivery Schedule – Goods		
6	Price Schedule –Maintenance (if applicable)		
7	Cost of major replacement components, mandatory spare parts, consumables, accessories etc. Valid for 3 yrs. From the expiry of warranty		
8	Bidder's response to technical specifications		
09	Detailed Pro forma invoice		
10	Relevant catalogues, technical literature, product data sheets etc.		
11	Post Qualification data		
	a) Financial Reports		
	b) Work shop & of Test equipment details		
	c) Technical staff details		
13	Copy of Business Registration Certificate		
14	Certificate of Registration as an agent of behalf of the tender (PCA 3 form)		
15	Warranty Certificate of Manufacture		
16	Declaration from the Manufacture that the goods supplied under this procurement will be brand new		

.....
Bidder's Name, Signature, Date & Company seal

Annexure I

Desktop Computer with Monitor and UPS

Category	Description	Remarks
Brand and Model	To be specified by the bidder.	
Processor	Intel® Core™ i5-14400 (20 MB cache, 10 cores, 16 threads, up to 4.7 GHz)	
Memory	8GB DDR5 (4800MT/s, 1×8GB, upgradable)	
Hard Drive	512GB M.2 PCIe NVMe SSD	
CD/DVD Drive	Dual Layer DVD+/-RW Drive	
Ethernet	10/100/1000 Mbps (Gigabit Ethernet), Realtek Wi-Fi 6 (802.11ax, 2×2, MU-MIMO), Bluetooth®	
Monitor	21.5" LED-backlit LCD, IPS, Full HD (1920×1080), Anti-glare, 99% sRGB, Tilt/Swivel/Pivot/Height adjustable	
Video Card / VRAM	Intel® UHD Graphics 730 (shared memory)	
Ports	Front: 2× USB 2.0, 1× USB 3.2 Gen1 Type-A, 1× USB 3.2 Gen1 Type-C, 1× Headset jack Rear: 2× USB 2.0 (Power On/Wake), 2× USB 3.2 Gen1 Type-A, 1× Audio line-out, 1× Display Port 1.4, 1× HDMI 1.4b, 1× RJ-45 Ethernet	
Operating System	Minimum Windows 10 64-bit Professional	
UPS Type	Desktop mounted	
UPS Capacity	650 VA	
Accessories	Wired key board and mouse	
Warranty	03 years on site comprehensive warranty	