



Procurement of Goods  
Under  
National Shopping Procedures

Invitation of

Bids/Proposals For

Procurement of

**Supply, Installation, Commissioning and Maintenance  
of CCTV Camera System for  
Chief Secretariat – Southern Province**

**Bid No: SP/CS/SHOP/2025/02**

Issued to : .....

Date : .....

Receipt No : .....

.....

Accountant (Procurement)

Non-refundable fee – Rs. 1,000.00

# Chief Secretariat – Southern Province

S.H. DAHANAYAKE MAWATHA, GALLE

## INVITATION FOR BIDS/ PROPOSALS

### Supply, Installation, Commissioning and Maintenance of CCTV Camera System for Chief Secretariat – Southern Province

**Bid No: SP/CS/SHOP/2025/02**

**BIDS OPENING DATE & TIME: 02.04.2025 AT 02:30 P.M.**

1. The Chairman, Procurement Committee of Chief Secretariat – Southern Province now invites sealed bids/ Proposals from eligible and qualified bidders for supply, installation, Commissioning and maintenance of CCTV Camera System as described below.
2. The TOR with requirement, specifications and rough plan for installing the cameras is attached **Annexure 04**. Bidders who are interested in submitting bids for this purpose can conduct an on-site inspection of the office premises by calling 091-4944010 (Administration Division - Mr. Pubudu) during office hours.
3. To be eligible for contract award, the successful bidder shall meet the following requirement.
  - Should be a registered company under Company Act of Sri Lanka 2007
  - More than 3 years' experiences in similar nature Business
4. Interested Bidders may obtain further information from Accountant (Procurement), Chief Secretariat – Southern Province, S.H. Dahanayake Mawatha, Galle. Telephone number 091-4946368/ 091-4944016 from 08.30 a.m. to 04.15 p.m. any working day (except Public and Bank Holiday) from **19.03.2025 – 01.04.2025**
5. Non- compliance of instructions stated herein will result in your offers being rejected.
6. Two sets of Bids (Original and Duplicate) must be delivered to the address below at or before the time of closing of bids on **02.04.2025 at 02:30 p.m.** Late bids will be rejected. Bids will be opened soon after closing of bids in the presence of the bidders or authorized representatives at Chief Secretariat – Southern Province, S.H. Dahanayake Mawatha, Galle.
7. The Representatives who wish to attend should provide an authorized letter from the organization and the letter should be sent to reach Accountant (Procurement).
8. Bids shall be valid until up **20<sup>th</sup> May 2025.**
9. The Decision taken by the procurement committee of Chief Secretariat – Southern Province will be the final decision and the purchaser reserves the right to make any amendments on financial regulation and Treasury circulars issued periodically.

10. Samples on request should be submitted as instructions given by the Procurement Document.  
Sample submission date will be informed to substantially responsive bidders.
11. Please indicate any discount applicable or if any other tax is charged in addition to the amount quoted.
12. All Bids shall be accompanied by a Bid Security which shall be;
- In the form included in the **Annexure 01** of the Bidding document.
  - in favor of Chief Secretary– Southern Province
  - for an amount : of Rs.25,000.00 (LKR Twenty Five Thousand Only)
  - valid up to : **17<sup>th</sup> June 2025**
  - Issued by a commercial bank operating in Sri Lanka approved by the Central Bank of Sri Lanka.
  - Further clarification please contact;

Address

Accountant (Procurement),  
Chief Secretariat – Southern Province,  
S.H. Dahanayake Mawatha,  
Galle.

Telephone numbers

T/P 091-4946368/ 091-4944016  
E mail – [procurementplan1@gmail.com](mailto:procurementplan1@gmail.com)

**The Chairman**  
**Procurement Committee**  
**Chief Secretariat – Southern Province,**  
**S.H. Dahanayake Mawatha,**  
**Galle.**

## Section I. Instructions to Vendors (ITV)

| A: General                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|--------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Scope of Bid                                  | 1.1 The Purchaser named in the Data Sheet invites you to submit a quotation for the supply and Installation of Goods as specified in Section III Schedule of Requirements. Upon receipt of this invitation, you are requested to acknowledge the receipt of this invitation and your intention to submit a quotation. The Purchaser may not consider you for inviting quotations in the future, if you failed to acknowledge the receipt of this invitation or not submitting a quotation after expressing the intention as above.                                                    |
| B: Contents of Documents                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 2. Contents of Documents                         | <p>2.1 The documents consist of the Sections indicated below.</p> <ul style="list-style-type: none"> <li>• Section I. Instructions to Vendors (ITV)</li> <li>• Section II. Data Sheet</li> <li>• Section III. Schedule of Requirements</li> <li>• Section IV. Technical Specifications &amp; Compliance with specifications</li> <li>• Section V. Quotation submission Form(s)</li> <li>• Section VI. Price Schedule</li> </ul>                                                                                                                                                       |
| C: Preparation of Quotation                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 3. Documents Comprising your Quotation           | <p>3.1 The Quotation shall comprise the following:</p> <ul style="list-style-type: none"> <li>(a) Quotation Submission Form and the Price Schedules;</li> <li>(b) Technical Specifications &amp; Compliance with Specifications</li> </ul>                                                                                                                                                                                                                                                                                                                                            |
| 4. Quotation Submission Form and Price Schedules | <p>4.1 The vendor shall submit the Quotation Submission Form using the form furnished in Section V. 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.</p> <p>4.2 Alternative offers shall not be considered. The vendors are advised not to quote different options for the same item but furnish the most competitive among the options available to the bidder.</p>                                                                                      |
| 5. Prices and Discounts                          | <p>5.1 Unless specifically stated in Data Sheet, all items must be priced separately in the Price Schedule.</p> <p>5.2 The price to be quoted in the Quotation Submission Form shall be the total price of the Quotation, including any discounts offered.</p> <p>5.3 The applicable VAT shall be indicated separately.</p> <p>5.4 Prices quoted by the vendor shall be fixed during the vendor's performance of the Contract and not subject to variation on any account. A Quotation submitted with an adjustable price shall be treated as non-responsive and may be rejected.</p> |

|                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|-------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 6. Currency                                           | 6.1 The vendors shall quote only in Sri Lanka Rupees.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 7. Documents to Establish the Conformity of the Goods | <p>7.1 The vendor shall furnish as part of its quotation the documentary evidence that the Goods conform to the technical specifications and standards specified in Section IV, “Technical Specifications &amp; Compliance with Specifications”.</p> <p>7.2 The documentary evidence may be in the form of literature, drawings or data, and shall consist of a detailed item by item description of the essential technical and performance characteristics of the Goods, demonstrating substantial responsiveness of the Goods to the technical specifications, and if applicable, a statement of deviations and exceptions to the provisions of the Technical Specifications given.</p> <p>7.3 If stated in the Data Sheet the vendor shall submit a certificate from the manufacturer to demonstrate that it has been duly authorized by the manufacturer or producer of the Goods to supply these Goods in Sri Lanka.</p> |
| 8. Period of Validity of quotation                    | 8.1 Quotations shall remain valid for the period of forty nine days (49) after the quotation submission deadline date.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 9. Format and Signing of Quotation                    | 9.1 The quotation shall be typed or written in indelible ink and shall be signed by a person duly authorized to sign on behalf of the vendor.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>D: Submission and Opening of Quotation</b>         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 10. Submission of Quotation                           | <p>10.1 Vendors may submit their quotations by mail or by hand in sealed envelopes addressed to the Purchaser bear the specific identification of the contract number.</p> <p>10.2 If the quotation is not sealed and marked as required, the Purchaser will assume no responsibility for the misplacement or premature opening of the quotation.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 11. Deadline for Submission of Quotation              | 11.1 Quotation must be received by the Purchaser at the address set out in Section II, “Data Sheet”, and no later than the date and time as specified in the Data Sheet.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 12. Late Quotation                                    | 12.1 The Purchaser shall reject any quotation that arrives after the deadline for submission of quotations, in accordance with ITV Clause 11.1 above.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 13. Opening of Quotations                             | <p>13.1 The Purchaser shall conduct the opening of quotation in public at the address, date and time specified in the Data Sheet.</p> <p>13.2 A representative of the bidders may be present and mark its attendance.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>E: Evaluation and Comparison of Quotation</b>      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 14. Clarifications                                    | <p>14.1 To assist in the examination, evaluation and comparison of the quotations, the Purchaser may, at its discretion, ask any vendor for a clarification of its quotation. Any clarification submitted by a vendor in respect to its quotation which is not in response to a request by the Purchaser shall not be considered.</p> <p>14.2 The Purchaser’s request for clarification and the response shall be in writing.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

|                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 15. Responsiveness of Quotations                                                   | <p>15.1 The Purchaser will determine the responsiveness of the quotation to the documents based on the contents of the quotation received.</p> <p>15.2 If a quotation is evaluated as not substantially responsive to the documents issued, it may be rejected by the Purchaser.</p>                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 16. Evaluation of quotation                                                        | <p>16.1 The Purchaser shall evaluate each quotation that has been determined, to be substantially responsive.</p> <p>16.2 To evaluate a quotation, the Purchaser may consider the following:</p> <ul style="list-style-type: none"> <li>(a) The Price as quoted;</li> <li>(b) Price adjustment for correction of arithmetical errors;</li> <li>(a) Price adjustment due to discounts offered.</li> </ul> <p>16.3 The Purchaser's evaluation of a quotation may require the consideration of other factors, in addition to the Price quoted if stated in Section II, Data Sheet. These factors may be related to the characteristics, performance, and terms and conditions of purchase of the Goods. .</p> |
| 17. Purchaser's Right to Accept any Quotation, and to Reject any or all Quotations | <p>17.1 The Purchaser reserves the right to accept or reject any quotation, and to annul the process and reject all quotations at any time prior to acceptance, without thereby incurring any liability to bidders.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>F: Award of Contract</b>                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 18. Acceptance of the Quotation                                                    | <p>18.1 The Purchaser will accept the quotation of the vendor whose offer has been determined to be the lowest evaluated bid and is substantially responsive to the documents issued.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 19. Notification of acceptance                                                     | <p>19.1 Prior to the expiration of the period of validity of quotation, the Purchaser will notify the successful vendor, in writing, that its quotation has been accepted.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 20. Performance security                                                           | <p>20.1 The supplier shall, within fourteen (14) days of the notifications of contract award, provide a Performance security of Ten percent (10%) of the contract price for the performance of the contract.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |

## Section II: Data Sheet

|                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| ITV<br>Clause<br>Reference | <b>Procurement : Supply, Installation, Commissioning and Maintenance<br/>of CCTV Camera System for Chief Secretariat – SP</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 1.1                        | The Purchaser is : Chief Secretariat – Southern Province<br>Address : S.H. Dahanayake Mawatha, Galle                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 2                          | The Quotation shall comprise the following:<br>I. Quotation Submission Form and the Price Schedules;<br>II. Technical Specifications & Compliance with Specifications<br>III. Schedule of Requirements<br>IV. Details of Bidder                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 4                          | Alternative Bids shall not be considered. One bid is allowed for a bidder.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 7.3                        | The Bidder shall submit the following additional documents with the bid:<br>I. A copy of Certificate of Company Registration.<br>II. Evidence for VAT registration for taxable items.<br>III. List of island wide service centers with contact details or other documentary evidence to prove island wide service coverage.<br>IV. Audited Financial Statement for the previous year. (2023/2024)<br>V. Manufacturer Authorization for each item quoted.<br>VI. Color pictures, Brochures, Technical Literature<br>VII. Power of Attorney (if relevant).<br>VIII. Latest customer list & their contact details.<br>IX. Confirmation for at least 03 years' experience in the industry |
| 8                          | Quotation should be valid up to 20 <sup>th</sup> May 2025.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 10                         | I. Quotations should be submitted to Procurement Committee, Chief Secretariat- Southern Province, S.H. Dahanayake Mawatha, Galle.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 11.1                       | I. Deadline for submission of quotations is <b>02.04.2025 at 02.30 p.m.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 13                         | <ul style="list-style-type: none"> <li>The quotations shall be opened at the following address:<br/>Chief Secretariat- Southern Province, S.H. Dahanayake Mawatha, Galle.</li> <li>Bids will be opened on <b>02.04.2025 at 02:30 p.m.</b></li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                  |

|    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 16 | <p>Following factors and methodology will be used for evaluation:</p> <ul style="list-style-type: none"> <li>I. Eligibility of the bidder</li> <li>II. Bidder's experience</li> <li>III. Bid security and guarantee</li> <li>IV. Submission of duly signed Form of Bid</li> <li>V. Compatibility to given specification</li> <li>VI. Brochures to comply with the technical specifications</li> <li>VII. Price and discounts offered by the Bidder.</li> <li>VIII. Manufacturer Authorization</li> <li>IX. Past performance of the bidder/manufacturer</li> <li>X. Submission of additional documents mentioned</li> <li>XI. Delivery period.</li> <li>XII. Comprehensive warranty Period</li> </ul> |
| 18 | <ul style="list-style-type: none"> <li>I. After awarding the contract, successful bidder should deliver the goods to the final destination within the time period mentioned in delivery schedule.</li> <li>II. Supplier is instructed to submit contact details of officer in charge and technical staff for this contract to contact throughout the given warranty period in the case of manufacturing defects occurred.</li> </ul>                                                                                                                                                                                                                                                                 |



### Section III: Schedule of Requirements

| Line<br>-<br>Item<br>No | Description of Goods                          | Unit  | Quantity | Final<br>Destination                                                      | Delivery Date                           |                                         |
|-------------------------|-----------------------------------------------|-------|----------|---------------------------------------------------------------------------|-----------------------------------------|-----------------------------------------|
|                         |                                               |       |          |                                                                           | Latest<br>Delivery<br>Date              | Bidder's<br>offered<br>Delivery<br>date |
| 1                       | 32Ch NVR                                      | Nos   | 01       | Chief<br>Secretariat –<br>SP,<br>S.H.<br>Dahanayake<br>Mawatha,<br>Galle. | 4 weeks<br>from the<br>date of<br>award |                                         |
| 2                       | IP Camera – Bullet type                       | Nos   | 17       |                                                                           |                                         |                                         |
| 3                       | IP Camera – Dome type                         | Nos   | 01       |                                                                           |                                         |                                         |
| 4                       | 16 Ch Poe rack mountable Switch               | Nos   | 02       |                                                                           |                                         |                                         |
| 5                       | Network Cable                                 | meter | 700      |                                                                           |                                         |                                         |
| 6                       | 32 inch TV with cables and wall mount bracket | Nos   | 01       |                                                                           |                                         |                                         |
| 7                       | 8TB Surveillance Hard Disk                    | Nos   | 02       |                                                                           |                                         |                                         |
| 8                       | Waterproof outdoor IP Box                     | Nos   | 18       |                                                                           |                                         |                                         |
| 9                       | 24 port cat6 patch panel                      | Nos   | 02       |                                                                           |                                         |                                         |
| 10                      | Cable Management                              | Nos   | 02       |                                                                           |                                         |                                         |
| 11                      | 0.5 Standard cat6 patch code                  | Nos   | 20       |                                                                           |                                         |                                         |
| 12                      | 4 way Power management rack mountable         | Nos   | 02       |                                                                           |                                         |                                         |
| 13                      | 7U Network rack                               | Nos   | 01       |                                                                           |                                         |                                         |
| 14                      | 5U Network Rack                               | Nos   | 01       |                                                                           |                                         |                                         |
| 15                      | Cat6 Rj45 Connectors                          | Nos   | 18       |                                                                           |                                         |                                         |
| 16                      | Covering materials and others                 |       |          |                                                                           |                                         |                                         |

Name of Bidder: .....

Official Seal

Signature of Bidder: .....

Date: .....

## Section IV: Technical Specification & Compliance

| IP Camera: Bullet Type |                                          |                                                                                                                                   |                            |                             |
|------------------------|------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|----------------------------|-----------------------------|
| #                      | Item Description                         | Detailed Specification                                                                                                            | Bidders Compliance Yes/ No | If “No” Indicate your Offer |
| 1                      | Make                                     | Specify                                                                                                                           |                            |                             |
| 2                      | Model                                    | Specify                                                                                                                           |                            |                             |
| 3                      | Country of Origin                        | Specify                                                                                                                           |                            |                             |
| 4                      | Country of Manufacture                   | Specify                                                                                                                           |                            |                             |
| 5                      | ISO 9001 certification                   | Certificate should be attached                                                                                                    |                            |                             |
| 6                      | NDAA Compliance                          | The product should be NDAA Section 889 compliant                                                                                  |                            |                             |
| 7                      | Compatibility                            | Proposed hardware should be on the same brand                                                                                     |                            |                             |
| 8                      | Product type                             | IR IP Bullet Camera                                                                                                               |                            |                             |
| 9                      | Mega pixel and type (External)           | 5MP, should be support to Day & Night                                                                                             |                            |                             |
|                        | Mega pixel and type (Internal)           | 2MP or higher, should be support to Day & Night                                                                                   |                            |                             |
| 10                     | Image Sensor (Progressive scan CMOS)     | Specify                                                                                                                           |                            |                             |
| 11                     | Video Compression (with multi-streaming) | Should support H.265, H.264, M-JPEG and Smart Stream III                                                                          |                            |                             |
| 12                     | Resolution                               | 25fps@1920×1080 or higher (specify)                                                                                               |                            |                             |
| 13                     | Sensitivity                              | 0.01 lux @ F1.3 (Color), 50IRE;<br>0.02 lux @ F1.3 (Color), 30IRE;<br>< 0.005 lux @ F1.3 (B/W);<br>0 lux with IR illumination ON. |                            |                             |
| 14                     | Day/Night Functionality                  | Required with ICR                                                                                                                 |                            |                             |
| 15                     | IR Illumination Distance                 | Between 48M-52M                                                                                                                   |                            |                             |
| 16                     | Dynamic Range                            | Between 115dB-140dB                                                                                                               |                            |                             |
| 17                     | Electronic Shutter                       | Auto/Manual (adjustment range 1/5 - 1/32000 sec)                                                                                  |                            |                             |
| 18                     | Audio                                    | Two-way Audio (full-duplex);<br>External microphone input;<br>External line output.                                               |                            |                             |
| 19                     | Focal Length                             | Motorized, Vari-focal, Remote Focus<br>f = 4 - 9 mm (f = 3.5 - 11.4 mm, equivalent focal length @ 1/2.8")                         |                            |                             |
| 20                     | Privacy Mask                             | Between 3-5 masks                                                                                                                 |                            |                             |
| 21                     | Motion Detection                         | Required                                                                                                                          |                            |                             |
| 22                     | Password Protection                      | Required                                                                                                                          |                            |                             |
| 23                     | Upgrade Online                           | Required                                                                                                                          |                            |                             |
| 24                     | White Balance                            | Auto/Manual/Outdoor                                                                                                               |                            |                             |

|    |                                          |                                                                                                                                                                                         |  |  |
|----|------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|
| 25 | Smart Video Analytics                    | Video anomaly detection, wire cross detection, and intrusion detection anomaly                                                                                                          |  |  |
| 26 | Network Protocols                        | IPv4/IPv6, TCP, UDP, IGMP, ICMP, IGMPv2/3, DHCP, SNMP, FTP, SMTP, NTP, RTC, RTP, RTSP, RTCP, HTTP, HTTPS, SSL, 802.1x, QoS, PPPoE, DNS, DDNS, ARP, UPnP, IP Filter, TLS, DES, Multicast |  |  |
| 27 | Power Supply                             | PoE (IEEE 802.3af) / 12VDC ( $\pm 20\%$ ) / 24VAC ( $\pm 25\%$ )                                                                                                                        |  |  |
| 28 | Power Consumption                        | <13W                                                                                                                                                                                    |  |  |
| 29 | Environmental support                    | IP67, IK10<br>(IR off): -30°C ~ 60°C (-22°F ~ 140°F)<br>(IR on): -30°C ~ 50°C (-22°F ~ 122°F)                                                                                           |  |  |
| 30 | Protection from vulnerability            | The product should ensure protection against Apache Log4j Vulnerability                                                                                                                 |  |  |
| 31 | Anti-intrusion software                  | Should have an intrusion detection, blocking and prevention included with the camera                                                                                                    |  |  |
| 32 | Protection against threats               | Protection against Authentication Bypass                                                                                                                                                |  |  |
|    |                                          | Protection against Multiple XSS vulnerabilities                                                                                                                                         |  |  |
|    |                                          | Protection against Remote DoS                                                                                                                                                           |  |  |
| 34 | Manufacturer's authorization certificate | Bidder should submit Manufacturer's authorization certificate/letter for quoted Camera brand direct from Manufacture                                                                    |  |  |
| 35 | Warranty                                 | Three-year comprehensive warranty                                                                                                                                                       |  |  |

Name of Bidder: .....

Official Seal

Signature of Bidder: .....

Date: .....

| IP Camera: Dome Type |                                          |                                                                                                                                               |                            |                             |
|----------------------|------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|-----------------------------|
| #                    | Item Description                         | Detailed Specification                                                                                                                        | Bidders Compliance Yes/ No | If "No" Indicate your Offer |
| 1                    | Make                                     | Specify                                                                                                                                       |                            |                             |
| 2                    | Model                                    | Specify                                                                                                                                       |                            |                             |
| 3                    | Country of Origin                        | Specify                                                                                                                                       |                            |                             |
| 4                    | Country of Manufacture                   | Specify                                                                                                                                       |                            |                             |
| 5                    | ISO 9001 certification                   | Certificate should be attached                                                                                                                |                            |                             |
| 6                    | NDAA Compliance                          | The product should be NDAA Section 889 compliant                                                                                              |                            |                             |
| 7                    | Compatibility                            | Proposed hardware should be on the same brand                                                                                                 |                            |                             |
| 8                    | Product type                             | IR IP Dome Camera                                                                                                                             |                            |                             |
| 9                    | Mega pixel and type                      | HD 2MP or higher, should be support to Day/Night                                                                                              |                            |                             |
| 10                   | Image Sensor (Progressive scan CMOS)     | Specify                                                                                                                                       |                            |                             |
| 11                   | Video Compression (with multi-streaming) | Should support H.265, H.264, M-JPEG and Smart Stream III                                                                                      |                            |                             |
| 12                   | Resolution                               | 30 fps @ 1920x1080 or higher (Please Specify)                                                                                                 |                            |                             |
| 13                   | Sensitivity                              | 0.06 lux @ F1.4 (Color);<br><0.01 lux @ F1.4 (B/W);<br>0 lux with IR illumination on.                                                         |                            |                             |
| 14                   | Day/Night Functionality                  | Required with ICR                                                                                                                             |                            |                             |
| 15                   | IR Illumination Distance                 | Between 48M-52M                                                                                                                               |                            |                             |
| 16                   | Focal Length                             | Motorized vari-focus lens, F1.4, f= 2.8-12mm                                                                                                  |                            |                             |
| 17                   | White Balance                            | Auto/Manual/Outdoor                                                                                                                           |                            |                             |
| 18                   | Dynamic Range                            | Between 95dB-125dB                                                                                                                            |                            |                             |
| 19                   | Electronic Shutter                       | Auto/Manual (adjustment range 1/5 - 1/32000 sec)                                                                                              |                            |                             |
| 20                   | Audio                                    | One-way Audio<br>Built-in microphone                                                                                                          |                            |                             |
| 21                   | Privacy Mask                             | Between 3-5 masks                                                                                                                             |                            |                             |
| 22                   | Motion Detection                         | Required                                                                                                                                      |                            |                             |
| 23                   | Password Protection                      | Required                                                                                                                                      |                            |                             |
| 24                   | Upgrade Online                           | Required                                                                                                                                      |                            |                             |
| 25                   | Smart Video Analytics                    | Detections of wire cross, regional invasion, scene change, defocus, low brightness, high brightness, video loss, color cast, camera tampering |                            |                             |
| 26                   | Network Protocols                        | IPv4/IPv6, TCP, UDP, IGMP, ICMP, IGMPv2/3, DHCP, SNMP, FTP, SMTP, NTP,                                                                        |                            |                             |

|    |                                          |                                                                                                                      |  |  |
|----|------------------------------------------|----------------------------------------------------------------------------------------------------------------------|--|--|
|    |                                          | RTC, RTP, RTSP, RTCP, HTTP, HTTPS, SSL, 802.1x, QoS, PPPoE, DNS, DDNS, ARP, UPnP, IP Filter, TLS, DES, Multicast     |  |  |
| 27 | Power Supply                             | PoE (IEEE 802.3af) / 12VDC ( $\pm 20\%$ ) / 24VAC ( $\pm 25\%$ )                                                     |  |  |
| 28 | Power Consumption                        | <13W                                                                                                                 |  |  |
| 29 | Environmental support                    | IP66, IK10<br>30°C ~ 60°C (-22°F ~ 140°F)                                                                            |  |  |
| 30 | Protection from vulnerability            | The product should ensure protection against Apache Log4j Vulnerability                                              |  |  |
| 31 | Anti-intrusion software                  | Should have an intrusion detection, blocking and prevention included with the camera                                 |  |  |
| 32 | Protection against threats               | Protection against Authentication Bypass                                                                             |  |  |
|    |                                          | Protection against Multiple XSS vulnerabilities                                                                      |  |  |
|    |                                          | Protection against Remote DoS                                                                                        |  |  |
| 34 | Manufacturer's authorization certificate | Bidder should submit Manufacturer's authorization certificate/letter for quoted Camera brand direct from Manufacture |  |  |
| 35 | Warranty                                 | Three-year comprehensive warranty                                                                                    |  |  |

Name of Bidder: .....

Official Seal

Signature of Bidder: .....

Date: .....

## Network Video Recorder

| #  | Item Description          | Detailed Specification                                                                                      | Bidders Compliance<br>Yes/ No | If “No” Indicate<br>your Offer |
|----|---------------------------|-------------------------------------------------------------------------------------------------------------|-------------------------------|--------------------------------|
| 1  | Make                      | Specify                                                                                                     |                               |                                |
| 2  | Model                     | Specify                                                                                                     |                               |                                |
| 3  | Country of Origin         | Specify                                                                                                     |                               |                                |
| 4  | Country of Manufacture    | Specify                                                                                                     |                               |                                |
| 5  | ISO 9001 certification    | Certificate should be attached                                                                              |                               |                                |
| 6  | NDAA Compliance           | The product should be NDAA Section 889 compliant                                                            |                               |                                |
| 7  | Compatibility             | Proposed hardware should be on the same brand                                                               |                               |                                |
| 8  | Centralized Management    | The NVR should be compatible with centralized management system that manages multiple other NVRs.           |                               |                                |
| 9  | Video Management Software | Should provide free Video Management Software                                                               |                               |                                |
| 10 | Incoming Bandwidth        | 192 Mbps or higher (Specify)                                                                                |                               |                                |
| 11 | Outgoing Bandwidth        | 96 Mbps or higher (Specify)                                                                                 |                               |                                |
| 12 | IPC Input                 | 32CH                                                                                                        |                               |                                |
| 13 | Audio In                  | 1CH, RCA (Line out, 2Vp-p, 300ohms)                                                                         |                               |                                |
| 14 | VGA                       | 1CH, 1920×1080, 1280×1024, 1280×720, 1024×768                                                               |                               |                                |
| 15 | HDMI                      | Standard 1.4a, 3840×2160, 1920×1080, 1280×1024, 1280×720, 1024×768                                          |                               |                                |
| 16 | Audio Output              | 1CH, RCA (Line out, 2Vpp, 300 ohms)                                                                         |                               |                                |
| 17 | IP channel Resolution     | Main stream 3200x2400 or higher (Specify)                                                                   |                               |                                |
| 18 | Video Decoding            | Should support H.265 (Main Profile@Level5.0), H.264 (High Profile@Level5.1) and Support for Smart Stream II |                               |                                |
| 19 | Fish Eye Dewarp           | Should support 1O, 1P, 1R, 1O3R, 1O8R.                                                                      |                               |                                |
| 20 | PTZ operation             | Direction control, home, iris, preset, patrol (group), PiP control.                                         |                               |                                |
| 21 | Support Synchronous       | 32CH                                                                                                        |                               |                                |

|    |                                          |                                                                                                                      |  |  |
|----|------------------------------------------|----------------------------------------------------------------------------------------------------------------------|--|--|
|    | Playback                                 |                                                                                                                      |  |  |
| 22 | Support Decoding Ability                 | 32CH 1080p @480 fps<br>4CH 2160p @120 fps                                                                            |  |  |
| 23 | PoE management                           | Supported                                                                                                            |  |  |
| 24 | Bidirectional Talk                       | Two-way voice intercom function                                                                                      |  |  |
| 25 | SATA interfaces                          | 4 SATA Interfaces or higher (Specify)                                                                                |  |  |
| 26 | Hard disk required                       | 4 X 4 TB or higher (Specify)                                                                                         |  |  |
| 27 | Network Interface                        | 2 RJ45 10M/100M/1000M self-adaptive Ethernet interface                                                               |  |  |
| 28 | USB Interface                            | 2 USB2.0/3.0 Interfaces or higher (Specify)                                                                          |  |  |
| 29 | Working Temperature                      | 0°C - 40°C                                                                                                           |  |  |
| 30 | Protection from vulnerability            | The product should ensure protection against Apache Log4j Vulnerability                                              |  |  |
| 31 | Anti-intrusion software                  | Should have an intrusion detection, blocking and prevention system                                                   |  |  |
| 32 | Protection against threats               | Protection against Authentication Bypass                                                                             |  |  |
|    |                                          | Protection against Multiple XSS vulnerabilities                                                                      |  |  |
|    |                                          | Protection against Remote DoS                                                                                        |  |  |
| 34 | Manufacturer's authorization certificate | Bidder should submit Manufacturer's authorization certificate/letter for quoted Camera brand direct from Manufacture |  |  |
| 35 | Warranty                                 | Three-year comprehensive warranty                                                                                    |  |  |

Name of Bidder: .....

Official Seal

Signature of Bidder: .....

Date: .....

## **Specifications for Cables**

|                                     | <b><u>Product specifications – Copper cabling</u></b>                                                                                | <b>Bidders Compliance<br/>Yes/ No</b> | <b>If “No” Indicate your Offer</b> |
|-------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|------------------------------------|
| <b>CAT 6 U/UTP 23AWG LSOH cable</b> |                                                                                                                                      |                                       |                                    |
| 1                                   | Make/Brand                                                                                                                           |                                       |                                    |
| 2                                   | Model                                                                                                                                |                                       |                                    |
| 3                                   | Country of Origin                                                                                                                    |                                       |                                    |
| 4                                   | Country of manufacturer                                                                                                              |                                       |                                    |
| 5                                   | Copper cable should be designed minimum up to 450MHz by exceeding Category 6 specifications according to EN50288-6-1 and IEC 61156-5 |                                       |                                    |
| 6                                   | Outer jacket material should be LSZH/FRNC                                                                                            |                                       |                                    |
| 7                                   | Maximum cable nominal diameter should be 5.9mm                                                                                       |                                       |                                    |
| 8                                   | Cable should be supported to PoE, PoE+,4PPoE applications according to IEEE 802.3af, IEEE 802.3at, and IEEE 802.3bt up to 90W        |                                       |                                    |
| 9                                   | Cable operating temperature should be between -20°C to 60°C                                                                          |                                       |                                    |
| 10                                  | Fire load should be 602 MJ/km                                                                                                        |                                       |                                    |
| 11                                  | Propagation delay should be equal or less than 520 ns/100 m                                                                          |                                       |                                    |
| 12                                  | Propagation velocity at >10 MHz (NVP*c) should be 67% or better                                                                      |                                       |                                    |
| 13                                  | Coupling attenuation should be 40dB or better                                                                                        |                                       |                                    |
| 14                                  | Cable should fulfill below tests and standards                                                                                       |                                       |                                    |
| 15                                  | Flame propagation test - IEC 60332-1                                                                                                 |                                       |                                    |
| 16                                  | Halogen content test – IEC 60754-1                                                                                                   |                                       |                                    |
| 17                                  | ROHS – Free of hazardous substances according to ROHS 2011/65/EU                                                                     |                                       |                                    |
| 18                                  | Smoke density – IEC 61034-2                                                                                                          |                                       |                                    |
| 19                                  | ISO/IEC 11801 Ed. 2.2, EN 50173-1, ANSI/TIA-568-C-2, IEC 60304                                                                       |                                       |                                    |
| <b>CAT 6 U/UTP Modular jack</b>     |                                                                                                                                      |                                       |                                    |
| 1                                   | Make/Brand                                                                                                                           |                                       |                                    |
| 2                                   | Model                                                                                                                                |                                       |                                    |
| 3                                   | Country of Origin                                                                                                                    |                                       |                                    |
| 4                                   | Country of manufacturer                                                                                                              |                                       |                                    |
| 5                                   | Should comply and provide CAT 6 performances                                                                                         |                                       |                                    |



|                                                   |                                                                                                                               |  |  |
|---------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|--|--|
| 6                                                 | Jack should support with conductor diameter 24 to 22 AWG                                                                      |  |  |
| 7                                                 | Contacts of the jack should be gold plated with 1.27µm thickness                                                              |  |  |
| 8                                                 | Jack should be supported to PoE, PoE+, 4PpoE applications according to IEEE 802.3af, IEEE 802.3at, and IEEE 802.3bt up to 90W |  |  |
| 9                                                 | Housing material should be plastic                                                                                            |  |  |
| 10                                                | Jack should be reusable several times without disturbing to CAT 6 performances                                                |  |  |
| 11                                                | Insulation resistance of the jack greater less than 500MΩ                                                                     |  |  |
| 12                                                | Jack should be capable of installing without any punch down tools                                                             |  |  |
| 13                                                | Jack should have minimum two cable entry points to maintain cable bend radius and easy access to jack when installing         |  |  |
| 14                                                | Jack itself should have an integral shutter (dust cover) as an extra protection to dust                                       |  |  |
| <b>CAT 6 Empty patch panel</b>                    |                                                                                                                               |  |  |
| 1                                                 | Make/Brand                                                                                                                    |  |  |
| 2                                                 | Model                                                                                                                         |  |  |
| 3                                                 | Country of Origin                                                                                                             |  |  |
| 4                                                 | Country of manufacturer                                                                                                       |  |  |
| 5                                                 | Length should be 19 Inch as per global standards                                                                              |  |  |
| 6                                                 | Height should be 1U                                                                                                           |  |  |
| 7                                                 | Patch panel should be free of hazardous substances according to RoHS 2011/65/EU                                               |  |  |
| 8                                                 | Patch panel housing material should be steel                                                                                  |  |  |
| 9                                                 | Patch panel should have 24 ports with facility of accommodate 24 jacks                                                        |  |  |
| 10                                                | Patch panel should have a capability and space to maintain (insert or remove one jack) without disturbing to other ports.     |  |  |
| <b>CAT 6 U/UTP Patch cord 0.5m, 1m, 2m, 3m,5m</b> |                                                                                                                               |  |  |
| 1                                                 | Make/Brand                                                                                                                    |  |  |
| 2                                                 | Model                                                                                                                         |  |  |
| 3                                                 | Country of Origin                                                                                                             |  |  |
| 4                                                 | Country of manufacturer                                                                                                       |  |  |
| 5                                                 | Patch cords should consist with stranded conductors                                                                           |  |  |
| 6                                                 | Conductor diameter should be 26 AWG                                                                                           |  |  |
| 7                                                 | Conductor insulation should be Halogen-free foam-skin material                                                                |  |  |

|    |                                                                        |  |  |
|----|------------------------------------------------------------------------|--|--|
| 8  | Outer jacket material should be LSZH/FRNC                              |  |  |
| 9  | Connector pin should be Gold plated 50μ inch                           |  |  |
| 10 | Minimum installation bend radius should be 34mm                        |  |  |
| 11 | Patch cord should have a latch as additional protection                |  |  |
| 12 | Patch cord should fulfill below tests and standards                    |  |  |
| 13 | Flame retardance – IEC 60332-1-2 (single cable)                        |  |  |
| 14 | Halogen content test - IEC 61034                                       |  |  |
| 15 | ROHS – Free of hazardous substances according to ROHS 2011/65/EU       |  |  |
| 16 | Level of corrosion – Non-corrosive according to IEC 60754-2            |  |  |
| 17 | Compliant with PoE / PoE++ IEEE 802.3af, IEEE 802.3at and IEEE 802.3bt |  |  |

| RFP FOR CABLE MANAGEMENT PANEL |                             |                                 |  |  |
|--------------------------------|-----------------------------|---------------------------------|--|--|
| No                             | Specification               | Requirement                     |  |  |
| 1                              | Make                        | Must be Same as Cable           |  |  |
| 2                              | Model                       | Specify                         |  |  |
| 3                              | Country of Origin           | USA, Europe                     |  |  |
| 4                              | Country of Manufacture      | Must be same as Cable           |  |  |
| 5                              | Construction Material       | Metal                           |  |  |
| 6                              | Construction Type           | 12 Rings or better              |  |  |
| 7                              | Access Pathway              | 2 rear openings or better       |  |  |
| 8                              | Operational Compliances     | comply with EIA/TIA Bend Radius |  |  |
| 9                              | Rack Height                 | 1U                              |  |  |
| 10                             | Cover Construction Material | Metal                           |  |  |
| 11                             | Color                       | Specify                         |  |  |
| 12                             | Safety Compliances          | RoHS or better                  |  |  |

Name of Bidder: .....

Official Seal

Signature of Bidder: .....

Date: .....

## Section V: Quotation Submission Form

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

Date: .....

To: Chief Secretariat – Southern Province

We, the undersigned, declare that:

- (a) We have examined and have no reservations to the document issued;
- (b) We offer to supply in conformity with the documents issued and in accordance with the Delivery Schedules specified in the Schedule of Requirements the following Goods  
.....  
.....*[insert a brief description of the Goods];*
- (c) The total price of our quotation including any discounts offered is:  
.....  
.....*[insert the total quoted price in words and figure];*
- (d) Our quotation shall be valid for the period of time specified in ITV Sub-Clause 8.1, from the date fixed for the quotation submission deadline in accordance with ITV Sub-Clause 11.1, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- (e) We understand that this quotation, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us.
- (f) We understand that you are not bound to accept the lowest evaluated quotation or any other quotation that you may receive.

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

Name : .....  
*[insert complete name of person signing the Bid Submission Form]*

Official Seal : .....

Dated : .....

## Section VI : Price Schedule

### Supply, Installation, Commissioning and Maintenance of CCTV Camera System for Chief Secretariat – Southern Province

| 1       | 2                                             | 3     | 4   | 5          | 6                                                 | 8                       | 9   | 10                   |
|---------|-----------------------------------------------|-------|-----|------------|---------------------------------------------------|-------------------------|-----|----------------------|
| Item No | Description of Goods                          | Unit  | Qty | Unit price | Sub Total<br>( <sup>cl</sup> 3 x <sup>cl</sup> 5) | Total price without VAT | VAT | Total price with VAT |
| 1       | 32Ch NVR                                      | Nos   | 01  |            |                                                   |                         |     |                      |
| 2       | IP Camera – Bullet type                       | Nos   | 17  |            |                                                   |                         |     |                      |
| 3       | IP Camera – Dome type                         | Nos   | 01  |            |                                                   |                         |     |                      |
| 3       | 16 inch Poe rack mountable Switch             | Nos   | 02  |            |                                                   |                         |     |                      |
| 4       | Network Cable                                 | meter | 700 |            |                                                   |                         |     |                      |
| 5       | 32 inch TV with cables and wall mount bracket | Nos   | 01  |            |                                                   |                         |     |                      |
| 6       | 8TB Surveillance Hard Disk                    | Nos   | 02  |            |                                                   |                         |     |                      |
| 7       | Waterproof outdoor IP Box                     | Nos   | 18  |            |                                                   |                         |     |                      |
| 8       | 24 port cat6 patch panel                      | Nos   | 02  |            |                                                   |                         |     |                      |
| 9       | Cable Management                              | Nos   | 02  |            |                                                   |                         |     |                      |
| 10      | 0.5 Standard cat6 patch code                  | Nos   | 20  |            |                                                   |                         |     |                      |
| 11      | 4 way Power management rack mountable         | Nos   | 02  |            |                                                   |                         |     |                      |
| 12      | 7U Network rack                               | Nos   | 01  |            |                                                   |                         |     |                      |
| 13      | 5U Network Rack                               | Nos   | 01  |            |                                                   |                         |     |                      |
| 14      | Cat6 Rj45 Connectors                          | Nos   | 18  |            |                                                   |                         |     |                      |
| 15      | Covering materials and others                 |       |     |            |                                                   |                         |     |                      |
| 16      | Cost of Installation                          |       |     |            |                                                   |                         |     |                      |
|         | <b>Total</b>                                  |       |     |            |                                                   |                         |     |                      |

Name of Bidder: .....

Signature & Official Seal: .....

Date : .....

## Details of Bidder

Name of company : .....

Address : .....

Registration and No. : .....

Phone No.: ..... Fax No. ....

e-mail address : .....

Web detail : .....

VAT registration No. : .....

Copies of the relevant industry – standard certification : .....

### Details of contact person:

Name : .....

Position / Designation : .....

E-mail address : .....

TP No. : .....

### Particulars of authorized signatory

Name : .....

Designation: : .....

Address: : .....

TP No. : .....

Email: : .....

Fax: .....

### **Annual Turnover Information**

| Year         | Annual turnover Rs.<br>(As per Audited Financial<br>Statements) |
|--------------|-----------------------------------------------------------------|
| 2023/2024    |                                                                 |
| 2022/2023    |                                                                 |
| 2021/2022    |                                                                 |
| <b>Total</b> |                                                                 |

.....  
Bidders Signature  
and Official Seal

.....  
Date

## Format for Bid Security Guarantee (Procurement Manual Reference - 5.9 [Option – 1])

*[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:** ----- *[Insert (by PE) name and address of Employer/ Purchaser]*

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

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

We have been informed that ----- *[Insert (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 (issuing agency) date]* (hereinafter called “the bid”) for the execution/supply *[select appropriately]* of *[Insert name of contract]* under invitation for bids No. ----- *[Insert IFB number]* (“the IFB”).

Furthermore, we understand that, according to our 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 (herein after “the **ITB**”) of the **IFB**; or
- (c) having been notified of the acceptance of its Bid by the Employer/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) authorized representative(s)]*

**Acceptable Format for Performance Guarantee/ Security  
(Procurement Manual Reference - 5.19)**

\_\_\_\_\_ [Issuing Agency's Name, and Address of Issuing Branch or Office] \_\_\_\_\_

**Beneficiary:** \_\_\_\_\_ [Name and Address of Employer]

**Date:** \_\_\_\_\_

**PERFORMANCE GUARANTEE/SECURITY No.:** \_\_\_\_\_

We have been informed that \_\_\_\_\_ [name of Contractor/supplier] (hereinafter called „the Contractor”) has entered into Contract No. \_\_\_\_\_ [reference number of the contract] dated \_\_\_\_\_ with you, for the \_\_\_\_\_ [insert “construction / “supply”] of \_\_\_\_\_ [name of contract and brief description of Works or supply] (hereinafter called “the Contract”). Furthermore, we understand that, according to the conditions of the Contract, a performance guarantee is required.

At the request of the Contractor, we \_\_\_\_\_ [name of Agency] hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of \_\_\_\_\_ [amount of figures] (\_\_\_\_\_) [amount in words], such sum being payable in the types and proportions of currencies in which the Contract price is payable, 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(s) under the Contract, without your needing to prove or to show grounds for your demand or the sum specified therein.

This guarantee shall expire, no later than the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ [insert 28 days beyond the scheduled contract completion date]. and any demand for payment under it must be received by us at this office on or before that date.

\_\_\_\_\_  
signature(s)]

## Contract Agreement

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

- (1) *[insert complete name of Purchaser]*, a *[ insert description of type of legal entity, for example, an agency of the Ministry of ..... or corporation]* and having its principal place of business at *[ insert address of Purchaser]* (hereinafter called “the Purchaser”),and
- (2) *[ insert name of Supplier ]*,a corporation incorporated under the laws of *[insert : country of Supplier]*and having its principal place of business at *[insert: address of Supplier]* (hereafter the called “the Supplier”)

WHEREAS the Purchaser invited bids for certain Goods and ancillary services, viz, *[insert brief description of Goods and Services]* and has accepted a Bid by the Supplier for the supply of those Goods and Services in the sum of *[insert Contract Price in words and figures, expressed in the Contract currency (ies)]* (hereinafter called “the Contact Price”)

### NOW THIS AGREEMENT WITNESSES AS FOLLOWS

1. In this Agreements words and expressions shall have the same meaning 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) Contact Data;
  - (c) Condition of Contact ;
  - (d) Technical Requirements (including Schedule of Requirements and Technical Specifications );
  - (e) The Supplier’s Bid and original Price Schedules;
  - (f) The Purchaser’ Notification of Award;
  - (g) *[Add here any other document(s)]*
3. This Contract shall prevail over all other Contact 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 Contact.
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 the Supplier.

Signed: *[insert signature of authorized representative(s) of the Supplier]* in the capacity of *[insert title or other appropriate designation]* in the presence of *[insert identification of official witness]*