## Ref. No.: NWSDB/SBD/SUP/PE/LC/Ver2

***REVISED ON 11-03-2021***

**THE GOVERNMENT OF THE DEMOCRATIC SOCIALIST**

**REPUBLIC OF SRI LANKA**

**MINISTRY OF WATER SUPPLY**

**NATIONAL WATER SUPPLY AND DRAINAGE BOARD**

SUPPLY AND DELIVERY OF

HIGH DENSITY POLYETHYLENE (HDPE) PIPES, FITTINGS,

SPECIALS AND ACCESSORIES

**FOR**

**……………………………….WATER SUPPLY SCHEME**

**CONTRACT No.: ………………………………………..**

***REVISED ON 11-03-2021***

**NATIONAL WATER SUPPLY AND DRAINAGE BOARD**

**GALLE ROAD**

**RATMALANA**

**SRI LANKA**

**……………………….**

**MONTH & YEAR**

## DOCUMENT ISSUANCE CERTIFICATE

(To be filled at the time of issue by the authorised issuing officer)

1. STANDARD SPECIMEN DOCUMENT NUMBER : NWSDB/SBD/SUP/PE/LC/Ver 2
2. CONTRACT NUMBER: …………………………………………………………………

3 a) ISSUED TO : .............................................................................................................…

...........................................................................................................................……….

b) ADDRESS: .................................................................................................................…

................................................................................................................................……

c) TELEPHONE NUMBER: ..............................................................................................

d) FACSIMILE NUMBER: ………………………………………………………………

4. a) TENDER FEE : Rs. …................................. RECEIVED IN CASH/ BANK DRAFT

b) COURIER FEE: Rs. ……………………………………………………………………

c) RECEIPT/BANK DRAFT NUMBER: ..........................................................................

5. NUMBER OF COPIES ISSUED : ..............................................………………………...

6. NUMBER OF CANCELLED COPIES ISSUED :. ….............................…………...……

7. CANCELLED COPY FEE : Rs………………….… RECEIVED/NOT RECEIVED

(IN CASH/BANK DRAFT)

8. a) ISSUING OFFICER : ....................................................................................……...…

b) DESIGNATION : .........................................................................................................

c) SIGNATURE : ...............................................................................................................

9. PLACE OF ISSUE : ....…...................................................................................................

10. SEAL : ............................................................................................................................…

11. DATE : .................................................……...... TIME : ......……....................................

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Revised on 30-11-2020

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**CHECKLIST OF SUBMISSIONS**

# CHECKLIST OF SUBMISSIONS

**\* Note: Please mark ’Y’ in the cages under the “remarks” column if submissions are made.**

‘N’ or ‘N/A’ should be marked for cases of ‘No submissions’ and ‘not applicable’ respectively.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | Reference | | Remarks \* |
| (a) | Certified copy of business registration. | Page No. 1 - 3 | Clause No. 2.1(d) |  |
| (b) | Documentary evidence to establish that goods offered are from an eligible source and origin. | Page No. 1 - 3 | Clause No.  2.1 (b) |  |
| (c) | Documentary evidence to establish qualifications for the performance of the Contract. | Page No. 1 - 4 | Clause No. 2.2 |  |
| (d) | Documentary evidence to establish eligibility of Bidding. | Page No. 1 – 3, 4&5 | Clause No. 2.1, 2.2. |  |
| (e) | The Bidder’s technical and production capability necessary to perform the Contract. | Page No. 1 - 5 | Clause No.  2.2 (b) (iii) |  |
| (f) | The agreement of the manufacturer or producer to confirm that the supply will be made in accordance with the Delivery Schedule. | Page No. 1 - 5 | Clause No. 2.2 (b)  (iii) |  |
| (g) | In the case of a Bidder offering to supply Goods under the Contract which the Bidder does not manufacture or otherwise produce, authorisation by the manufacturer or producer of Goods as his accredited agent. | Page No. 1 - 5 | Clause No. 2.2 (b) (iv) |  |
| (h) | Duly completed section 1 to 12 of Bidding Documents. (Bidder shall fill the Schedule of Particulars, BOQ etc., indicating any deviations to specifications under the corresponding schedule of particulars) | Page No.  1 - 6, 7&8 | Clause No. 6.1, 10.1 (a) |  |
| (i) | Subsequent Addendum/Addenda. (if any) | Page No. 1 - 8 | Clause No. 10.1(b) |  |
| (j) | Proof of Authorisation. | Page No. 1 - 8 | Clause No.10.1(f) |  |
| (k) | Product Conformity Certificates. | Page No. 1 - 8 & 9 | Clause No. 10.1 |  |
| (l) | Quality Management System Certificates for items offered/Bidder. | Page No. 1 - 9 | Clause No. 10.1 (h) |  |
| (m) | Certified copy of the VAT registration certificate. | Page No. 1 - 10 | Clause No. 11.4 |  |
| (n) | Bid Security. | Page No. 1 - 11 | Clause No. 13 |  |
| (o) | Copies of relevant standard used for pipes, specials & fittings. | Page No. 7 - 1 to  7-6 | Schedule of Particulars |  |
| **Any other document as given below:** | |  |  |  |

**INVITATION FOR BIDS**

**MINISTRY OF ……………………………………………………….**

**NATIONAL WATER SUPPLY AND DRAINAGE BOARD**

**INVITATION FOR BIDS**

**SUPPLY AND DELIVERY OF HIGH DENSITY POLYETHYLENE (HDPE) PIPES, FITTINGS, SPECIALS AND ACCESSORIES**

**……………………………WATER SUPPLY SCHEME**

**CONTRACT No.: ……………………………………………..**

1. The Chairman, Department Procurement Committee, National Water Supply and Drainage Board (NWSDB), Galle Road, Ratmalana, Sri Lanka, on behalf of the National Water Supply & Drainage Board now invites sealed bids for the Supply of HDPE Pipes, Fittings, Specials and Accessories for ……………… Water Supply Scheme up to closing of bids at ……………. hours on …………. .

2. Bidding Documents are available at the office of the Assistant General Manager (Tenders and Contracts), National Water Supply & Drainage Board (NWSDB), Galle Road, Ratmalana, Sri Lanka between 09:00 hours to 15:00 hours on normal working days up to ..............................., upon payment of a non refundable fee of Rs………...……… plus applicable VAT.

3. Bidding Documents may be inspected free of charge at the office of the Assistant General Manager (Tenders and Contracts), NWSDB, Galle Road, Ratmalana, Sri Lanka.

4. Bidding Documents will be issued only to Pre-Qualified manufacturers by NWSDB or their local accredited agents for supply of HDPE pipes, fittings, specials and accessories upon production of a letter of request for documents on a business letterhead.

5. To be eligible for contract award, the successful bidder shall not have been blacklisted.

6. Alternative bids shall not be accepted.

7. Sealed bids may be either dispatched by registered post or hand delivered to the office of Assistant General Manager (Tenders and Contracts), NWSDB, Galle Road, Ratmalana, Sri Lanka to receive on or before the closing time. Late bids will be rejected.

8. All Bids shall be accompanied by a bid security of Rupees…………………and the bid security shall be valid upto………………*(Specify the Date)*.

9. Bids will be opened immediately after the closing of Bids, at the office of the Assistant General Manager (Tenders and Contracts), NWSDB, Galle Road, Ratmalana, Sri Lanka. Bidders or their authorized representatives may be present at the opening of bids.

10. For further details, please contact the Assistant General Manager (Tenders and Contracts), NWSDB, Galle Road, Ratmalana, Sri Lanka on telephone number 94 -11-2635885 or 94-11-2638999 Ext. 1750 or facsimile number 94 -11-2635885.

**Chairman,**

**NATIONAL WATER SUPPLY AND DRAINAGE BOARD**

Revised on 11-03-2021

**MINISTRY OF …………………………………………………………**

**NATIONAL WATER SUPPLY AND DRAINAGE BOARD**

**INVITATION FOR BIDS**

**SUPPLY AND DELIVERY OF HIGH DENSITY POLYETHYLENE (HDPE) PIPES, FITTINGS, SPECIALS AND ACCESSORIES**

**……………………………WATER SUPPLY SCHEME**

**CONTRACT No.: ……………………………………………..**

1. The Chairman, Project Procurement Committee, National Water Supply and Drainage Board (NWSDB), ……………………………………………………………………………………., *(Insert Relevant Project Office Address)* on behalf ofthe National Water Supply and Drainage Board (NWSDB) now invites sealed bids for supply of HDPE Pipes, Fittings, Specials and Accessories for ……………………………… Water Supply Scheme up to closing of Bids at ………………… hours on ………………….

2. Bidding Documents are available at the office of the …………………………………………. ………………………………………………………………………. *(Insert Relevant Project Office Address)*,between 09:00 hours to 15:00 hours on normal working days up to ...................................., upon payment of a non refundable fee of Rs. ……………….…plus applicable VAT.

3. Bids will be opened immediately after the closing of Bids, at the office of the ………………. …………………….. …………………………………………………………………………... Bidders or their authorized representatives may be present at the opening of bids.

4. Bidding Documents will be issued only to Pre-Qualified manufacturers by NWSDB or their local Accredited Agents for supply of HDPE pipes, fittings, specials and accessories upon production of a letter of request for documents on a business letterhead.

5. To be eligible for contract award, the successful bidder shall not have been blacklisted.

6. Alternative bids shall not be accepted.

7. Sealed bids may be either dispatched by registered post or hand delivered to the office of …………………….………………………………………………………………………………………………………………………………………*(Insert Relevant Project Office Address)*,………………………………………………………………………… to receive on or before the closing time. Late bids will be rejected.

8. All Bids shall be accompanied by a bid security of Rupees…………………and the bid security shall be valid up to……………… *(Specify the Date)*.

9. Bidding Documents may be inspected free of charge at the office of the ……………………. …………………………..………………………………………………………………………

*(Insert Relevant Project Office Address)*.

10. For further details, please contact the……………………………………………………. …………………………….*(Insert Relevant Project Office Address)*…………………..on telephone number …………………………or …………… facsimile number ………..……

**Project Director**

**National Water Supply & Drainage Board**

…………………………..

………………………… ***(Insert Relevant Project Office Address)***

Revised on 11-03-2021

###### MINISTRY OF ………………………………………………………….

**NATIONAL WATER SUPPLY AND DRAINAGE BOARD**

**INVITATION FOR BIDS**

**SUPPLY AND DELIVERY OF HIGH DENSITY POLYETHYLENE (HDPE) PIPES, FITTINGS, SPECIALS AND ACCESSORIES**

**……………………………WATER SUPPLY SCHEME**

**CONTRACT No.: ……………………………………………..**

1. The Chairman, Regional Procurement Committee, National Water Supply and Drainage Board (NWSDB) ……………………………., *(Insert Relevant RSC Address)* on behalf of the National Water Supply and Drainage Board (NWSDB), now invites sealed bids for supply of HDPE Pipes, Fittings, Specials and Accessories for ……………………………… Water Supply Scheme up to closing of Bids at ………………… hours on ………………….

2. Bidding Documents are available at the office of the ………………………………………… ..………………………………………………………………………………………………. *(Insert Relevant RSC Address)* between 09:00 hours to 15:00 hours on normal working days up to ...................................., upon payment of a non refundable fee of Rs. ……………… plus applicable VAT.

3. Bidding Documents may be inspected free of charge at the office of the …………………………..………………………………………………………………………

*(Insert Relevant RSC Address).*

4. Bidding Documents will be issued only to Pre-Qualified manufacturers by NWSDB or their local Accredited Agents for supply of HDPE pipes, fittings, specials and accessories upon production of a letter of request for documents on a business letterhead.

5. To be eligible for contract award, the successful bidder shall not have been blacklisted.

6. Alternative bids shall not be accepted.

7. Sealed bids may be either dispatched by registered post or hand delivered to the office of …………………….………………………………………………………………………………………………………………………………………*(Insert Relevant RSC Address)* ………………………………………………………………………… to receive on or before the closing time. Late bids will be rejected.

8. All Bids shall be accompanied by a bid security of Rupees…………………and the bid security shall be valid up to……………… *(Specify the Date)*.

9. Bids will be opened immediately after the closing of Bids, at the office of the …………………….. …………………………………………………………………………... Bidders or their authorized representatives may be present at the opening of bids.

10. For further details, please contact the……………………………………………………. …………………………….*(Insert Relevant RSC Address)*…………………..on telephone number …………………………or …………… facsimile number ………..……

**DGM**

**National Water Supply & Drainage Board**

…………………………..

………………………… ***(Insert Relevant RSC Address)***

Revised on 11-03-2021

**1. INSTRUCTIONS TO BIDDERS**

**2. GENERAL CONDITIONS OF CONTRACT**

**3. FORM OF BID**

**THE GOVERNMENT OF THE DEMOCRATIC SOCIALIST REPUBLIC OF SRI LANKA**

## MINISTRY OF ……………………………………………….

**NATIONAL WATER SUPPLY AND DRAINAGE BOARD**

**SUPPLY AND DELIVERY OF HIGH DENSITY POLYETHYLENE (HDPE) PIPES, FITTINGS, SPECIALS AND ACCESSORIES**

**FOR**

**……………………… … WATER SUPPLY SCHEME**

**CONTRACT No.: …………………………………………..**

**FORM OF BID**

The Chairman,

Department of Procurement Committee,

National Water Supply & Drainage Board,

Galle Road,

Ratmalana.

I/We, the undersigned, having authority to sign this Bid and having read and fully acquainted myself/ourselves with the contents of the Information and Instructions to Bidders and Terms and Conditions of Bid and Delivery Schedule pertaining to the above Bid, along with Bills thereto, do hereby undertake to Supply & Delivery of Goods and Services referred to therein, in accordance with the aforesaid Instructions, Terms and Conditions for a total Bid price Sri Lanka Rupees ………………..…………………………………………………………………………………………. …………………………………………………..…………………………………………. *(in words)* Rs. …………………………………………….……………………..*(in figures)* (excluding VAT) The make up of the aforesaid total Bid Price is given in the accompanying Bills of Quantities.

I/We confirm that this offer shall be open for acceptance until as given in the Bidding Data and that it will not be withdrawn or revoked prior to that date.

I/We attach hereto the following documents as part of my/our Bid.

1. Duly completed sections 1 to 12 of Bid Documents.

2. Documentary evidence to establish eligibility of Bidder.

3. Documentary evidence to Establish qualification to consider for the responsiveness to the contract.

4. Documentary evidence to establish that goods are offered from an eligible source and origin.

5. Documentary evidence to establish eligibility of goods offered.

6. Bid Security.

7. Documentary evidence to establish qualifications for the performance of the Contract.

8. Bidding Data.

9. Duly filled Appendices.

10. Any other document.

Revised on 11-03-2021

I/We declare that the Photostat copies of documents and certificates submitted as part of my/our Bid are true copies of such documents and certificates. Also in case of ISO 9001: 2015 certificate, and Product conformity certificate (s) as listed in the specifications I/we confirm that I/we have verified that the certificate issuing authority has accreditation to issue same and materials offered conform to the ISO 9001: 2015 certificate and the specified product standard certificates.

I/We further agree to the right of the Board to debar me/us from participating in its future Bids in the event that my/our submitted copies or documents are found to be forged or tampered with.

I/We understand that you are not bound to accept the lowest Bid and that you reserve the right to reject any or all Bids or to accept any part of a Bid without assigning any reasons thereto.

I/We undertake to adhere to the Delivery Schedule given in the Contract Data.

My/Our Bank Reference is as follows: ...........................................................…………..........................

...………..........................................................................................................…………...........................

Signature of Bidder : ....................................................................................……………….......…...

Name of Bidder : ................................................................................………….................

Address : ..............................................................................................………

Capacity : ……………………………………………………………………

Telephone Number : ...............................................................................................………

Facsimile Number : .....................................................................…………........................

Date : ....................................................................................………………

**Witnesses**

1. Signature : ....................................................................................………………

Name :- ................................................................................................………

Address : .................................................................................................………

Capacity : …………………………………………..

2. Signature :.....................................................................................………………

Name :- ................................................................................................………

Address :…………..............................................................................................

Capacity ………………………………………………………

Revised on 12-12-2018

**THE GOVERNMENT OF THE DEMOCRATIC SOCIALIST REPUBLIC OF SRI LANKA**

## MINISTRY OF ………………………………………………………..

**NATIONAL WATER SUPPLY AND DRAINAGE BOARD**

**SUPPLY AND DELIVERY OF HIGH DENSITY POLYETHYLENE (HDPE) PIPES, FITTINGS, SPECIALS AND ACCESSORIES**

**FOR**

**……………………… … WATER SUPPLY SCHEME**

**CONTRACT No.: …………………………………………..**

**FORM OF BID**

The Chairman,

Project Procurement Committee,

……………………………………….,

………………………………,

…………………...

I/We, the undersigned, having authority to sign this Bid and having read and fully acquainted myself/ourselves with the contents of the Information and Instructions to Bidders and Terms and Conditions of Bid and Delivery Schedule pertaining to the above Bid, along with Bills thereto, do hereby undertake to supply the Goods and Services referred to therein, in accordance with the aforesaid Instructions, Terms and Conditions for a total Bid price of Sri Lanka Rupees …………………………………………………………………………………………………………… …………………………………………………..………………………………………..….*(in words)* Rs. …………………………………….…………………………..*(in figures)* (excluding VAT) The make up of the aforesaid total Bid Price is given in the accompanying Bills of Quantities.

I/We confirm that this offer shall be open for acceptance until as given in the Bidding Data and that it will not be withdrawn or revoked prior to that date.

I/We attach hereto the following documents as part of my/our Bid.

1. Duly completed sections 1 to 12 of Bid Documents.

2. Documentary evidence to establish eligibility of Bidder.

3. Documentary evidence to Establish qualification to consider for the responsiveness to the contract.

4. Documentary evidence to establish that goods are offered from an eligible source and origin.

5. Documentary evidence to establish eligibility of goods offered.

6. Bid Security.

7. Documentary evidence to establish qualifications for the performance of the Contract.

8. Bidding Data.

9. Duly filled Appendices.

10. Any other document.

Revised on 11-03-2021

I/We declare that the photostat copies of documents and certificates submitted as part of my/our Bid are true copies of such documents and certificates. Also in case of ISO 9001: 2015 certificate, and Product conformity certificate (s) as listed in the specifications I/we confirm that I/we have verified that the certificate issuing authority has accreditation to issue same and materials offered conform to the ISO 9001: 2015 certificate.

I/We further agree to the right of the Board to debar me/us from participating in its future Bids in the event that my/our submitted copies or documents are found to be forged or tampered with.

I/We understand that you are not bound to accept the lowest Bid and that you reserve the right to reject any or all Bids or to accept any part of a Bid without assigning any reasons thereto.

I/We undertake to adhere to the Delivery Schedule given in the Contract Data.

My/Our Bank Reference is as follows: ...........................................................…………..........................

...………..........................................................................................................…………...........................

Signature of Bidder : ....................................................................................……………….......…...

Name of Bidder : ................................................................................………….................

Address : ..............................................................................................………

Capacity : ……………………………………………………………………

Telephone Number : ...............................................................................................………

Facsimile Number : .....................................................................…………........................

Date : ....................................................................................………………

**Witnesses**

1. Signature : ....................................................................................………………

Name :................................................................................................………

Address : .................................................................................................………

Capacity : …………………………………………..

2. Signature :.....................................................................................………………

Name :................................................................................................………

Address :…………..............................................................................................

Capacity ………………………………………………………

Revised on 11-03-2021

**THE GOVERNMENT OF THE DEMOCRATIC SOCIALIST REPUBLIC OF SRI LANKA**

## MINISTRY OF ……………………………………………………………….

**NATIONAL WATER SUPPLY AND DRAINAGE BOARD**

**SUPPLY AND DELIVERY OF HIGH DENSITY POLYETHYLENE (HDPE) PIPES, FITTINGS, SPECIALS AND ACCESSORIES**

**FOR**

**……………………… … WATER SUPPLY SCHEME**

**CONTRACT No.: …………………………………………..**

**FORM OF BID**

The Chairman,

Regional Procurement Committee,

………………………….

………………………….,

I/We, the undersigned, having authority to sign this Bid and having read and fully acquainted myself/ourselves with the contents of the Information and Instructions to Bidders and Terms and Conditions of Bid and Delivery Schedule pertaining to the above Bid, along with Bills thereto, do hereby undertake to supply the Goods and Services referred to therein, in accordance with the aforesaid Instructions, Terms and Conditions for a total Bid price of Sri Lanka Rupees …………………………………………………………………………………………………………… …………………………………………………..………………………………………..….*(in words)* Rs. …………………………………….…………………………..*(in figures)* (excluding VAT) The make up of the aforesaid total Bid Price is given in the accompanying Bills of Quantities.

I/We confirm that this offer shall be open for acceptance until as given in the Bidding Data and that it will not be withdrawn or revoked prior to that date.

I/We attach hereto the following documents as part of my/our Bid.

1. Duly completed sections 1 to 12 of Bid Documents.

2. Documentary evidence to establish eligibility of Bidder.

3. Documentary evidence to Establish qualification to consider for the responsiveness to the contract.

4. Documentary evidence to establish that goods are offered from an eligible source and origin.

5. Documentary evidence to establish eligibility of goods offered.

6. Bid Security.

7. Documentary evidence to establish qualifications for the performance of the Contract.

8. Bidding Data.

9. Duly filled Appendices.

10. Any other document.

I/We declare that the photostat copies of documents and certificates submitted as part of my/our Bid are true copies of such documents and certificates. Also in case of ISO 9001: 2015 certificate, and Product conformity certificate (s) as listed in the specifications I/we confirm that I/we have verified that the certificate issuing authority has accreditation to issue same and materials offered conform to the ISO 9001: 2015 certificate and the specified product standard certificates.

Revised on 11-03-2021

I/We further agree to the right of the Board to debar me/us from participating in its future Bids in the event that my/our submitted copies or documents are found to be forged or tampered with.

I/We understand that you are not bound to accept the lowest Bid and that you reserve the right to reject any or all Bids or to accept any part of a Bid without assigning any reasons thereto.

I/We undertake to adhere to the Delivery Schedule given in the Contract Data.

My/Our Bank Reference is as follows: ...........................................................…………..........................

...………..........................................................................................................…………...........................

Signature of Bidder : ....................................................................................……………….......…...

Name of Bidder : ................................................................................………….................

Address : ..............................................................................................………

Capacity : ……………………………………………………………………

Telephone Number : ...............................................................................................………

Facsimile Number : .....................................................................…………........................

Date : ....................................................................................………………

**Witnesses**

1. Signature : ....................................................................................………………

Name :................................................................................................………

Address : .................................................................................................………

Capacity : …………………………………………..

2. Signature :.....................................................................................………………

Name :................................................................................................………

Address :…………..............................................................................................

Capacity ………………………………………………………

Revised on 12-12-2018

**4. BIDDING DATA**

The Bidding Data is a part of Instructions to Bidders and should be read in conjunction with the Instructions to Bidders.

If there is a discrepancy found in the Instructions to Bidders and the Bidding Data, the Content in the Bidding Data shall supersede the Content in the Instructions to Bidders.

*(Note: What is typed in italic letters are guide lines to prepare the Bidding Data and they shall be removed after preparation of the Bidding Data.)*

Revised on 12-12-2018

**BIDDING DATA**

(Please note that the Clause numbers given here under are that of Instruction to Bidder.)

**Clause Reference Number**

**Instructions to Bidders**

(1) The bidder is expected to supply the following items of materials

…………………………………………………………………………………………

2.2. Qualification

2.2 (a)

(i) Manufacturer shall be NWSDB pre-qualified manufacturer having qualified to provide the pipes & fittings from ………..mm to …………mm. diameter for at least ………km length during last three years (Documentary evidence to justify shall be submitted).

2.2 (b)

(i) Working Capital \*1 + present available credit facilities for the company\*2 + credit facilities exclusively for this contract - 0.1 x current work commitments\*3 > Rs……………\*4

\*1 Working Capital = Current Assets – Current Liabilities.

\*2 A letter to prove the credit facilities by a Bank shall be issued

within a month prior to date of closing of Bids.

\*3 Current work commitment = work remaining uncompleted.

(Documentary evidence to justify shall be submitted)

*\**4 *80% of estimated cost of the Bid.*

(4) Funds required for this contract is available under …………………………………

(6.2) The address for the purchasing of Bidding Document / Clarification of Bidding Document is;

Assistant General Manager (Tenders & Contracts),

National Water Supply & Drainage Board (NWSDB),

Galle Road, Ratmalana.

FAX 94 -11 – 2635885 TEL. 94 - 11-2635885

(12.5) Add to the **Clause 12.5**

As an alternative the purchaser shall establish Telegraphic Transfer as stated in the **Clause 16.3** of Contract Data.

(13.2) The amount of Bid Security shall be ……………….. Sri Lanka Rupees.

(13.3) The validity of Bid Security shall be up to …………………… *(specify the date)*.

(14.1) The period of Bid Validity shall be 91 days from the date of closing of Bid.

(17.2) (a) The inner and outer envelopes shall be addressed as follows:

The Chairman, Department Procurement Committee,

C/o, Assistant General Manager (Tenders Contracts),

National Water Supply and Drainage Board, Galle Road, Ratmalana.

(c) “Not to be opened before ………*(Time)* on ………….. *(Date)*”

Revised on 11-11-2020

(18.1) The Procurement Committee’s address for the purpose of Bid submission (and on behalf of the Board) and Bid opening is;

Department Procurement Committee,

C/o, Assistant General Manager (Tenders Contracts),

National Water Supply and Drainage Board,

Galle Road, Ratmalana.

(18.2) The deadline for submission of Bid

Date:………………………. Time: ……………………………….

(21.1) The place for opening of Bids,

The Chairman,

Department Procurement Committee,

C/o, Assistant General Manager (Tenders Contracts),

Tenders & Contract Branch,

National Water Supply and Drainage Board,

Galle Road,

Ratmalana.

(24.1) Add to Clause

If a Bid does not meet any one of the requirements (a), (b), (c) & (d) of **Clause 24.1**, it will be considered substantially non responsive and rejected by the Procurement Committee.

(32.2) The prevailing rate of stamp duty on contracts for supply of goods is nil.

(33.1) The amount of Performance Guarantee shall be 10% of the Contract Price.

(34.1) Advance payment shall be limited to 20% of the Contract Price.

Advance payment Guarantee shall be obtained at the contractor’s cost.

Revised on 02-11-2011

Revised on 11-11-2020

**BIDDING DATA**

(Please note that the Clause numbers given here under are that of Instruction to Bidder.)

**Clause Reference Number**

**Instructions to Bidders**

(1) The bidder is expected to supply the following items of materials

……………..…………………………………………………………………………

……………..…………………………………………………………………………

2.2. Qualification

2.2 (a)

(i) Manufacturer shall be NWSDB pre-qualified manufacturer having qualified to provide the pipes and fittings from ………..mm to …………mm. diameter for at least ………km length during last three years (Documentary evidence to justify shall be submitted).

2.2 (b)

(i) Working Capital \*1 + present available credit facilities for the company\*2 + credit facilities exclusively for this contract - 0.1 x current work commitments\*3 > Rs……………\*4

\*1 Working Capital = Current Assets – Current Liabilities.

\*2 A letter to prove the credit facilities by a Bank shall be issued

within a month prior to date of closing of Bids.

\*3 Current work commitment = work remaining uncompleted.

(Documentary evidence to justify shall be submitted)

*\**4 *80% of estimated cost of the Bid.*

(4) Funds required for this contract is available under ……………………………………

(6.2) The address for the purchasing of Bidding Document / Clarification of Bidding Document is;

The Chairman, Project Procurement Committee,

………………………..……………………

………………………..……………………

………………………..……………………

………………………..……………………

*[Insert the relevant address]*

Fax ………………………. Telephone …………………….

(12.5) Add to the **Clause 12.5**

As an alternative the purchaser shall establish Telegraphic Transfer as stated in the **Clause 16.3** of Contract Data.

(13.2) The amount of Bid Security shall be ........…………………............ Sri Lanka Rupees.

(13.3) The validity of Bid Security shall be up to ………………………… *(specify the date)*.

(14.1) The period of Bid Validity shall be 91 days from the date of closing of Bid.

Revised on 10-06-2020

(17.2) (a) The inner and outer envelopes shall be addressed as follows:

The Chairman, Project Procurement Committee,

………………………..……………………

………………………..……………………

………………………..……………………

*[Insert the relevant address]*

(c) “Not to be opened before ………*(Time)* on ………….. *(Date)*”

(18.1) The Procurement Committee’s address for the purpose of Bid submission (and on behalf of the Board) and Bid opening is;

The Chairman, Project Procurement Committee,

………………………..……………………

………………………..……………………

………………………..……………………

………………………..……………………

*[Insert the relevant address]*

(18.2) The deadline for submission of Bid

Date:………………………. Time: ……………………………….

(21.1) The Chairman, Project Procurement Committee,

………………………..……………………

………………………..……………………

………………………..……………………

………………………..……………………

*[Insert the relevant address]*

(24.1) Add to Clause

If a Bid does not meet any one of the requirements (a), (b), (c) & (d) of **Clause 24.1,** it will be considered substantially non responsive and rejected by the Procurement Committee.

(32.2) The prevailing rate of stamp duty on contracts for supply of goods is nil.

(33.1) The amount of Performance Guarantee shall be 10% of the Contract Price.

(34.1) Advance payment shall be limited to 20% of the Contract Price.

Revised on 02-11-2011

Advance payment Guarantee shall be obtained at the contractor’s cost.

Revised on 11-11-2020

**BIDDING DATA**

(Please note that the Clause numbers given here under are that of Instruction to Bidder.)

**Clause Reference Number**

**Instructions to Bidders**

(1) The bidder is expected to supply the following items of materials

……………..…………………………………………………………………………

……………..…………………………………………………………………………

2.2. Qualification

2.2 (a)

(i) Manufacturer shall be NWSDB pre-qualified manufacturer having qualified to provide the pipes and fittings from ………..mm to …………mm. diameter for at least ………km length during last three years (Documentary evidence to justify shall be submitted).

2.2 (b)

(i) Working Capital \*1 + present available credit facilities for the company\*2 + credit facilities exclusively for this contract - 0.1 x current work commitments\*3 > Rs……………\*4

\*1 Working Capital = Current Assets – Current Liabilities.

\*2 A letter to prove the credit facilities by a Bank shall be issued

within a month prior to date of closing of Bids.

\*3 Current work commitment = work remaining uncompleted.

(Documentary evidence to justify shall be submitted)

*\**4 *80% of estimated cost of the Bid.*

(4) Funds required for this contract is available under ……………………………………

(6.2) The address for the purchasing of Bidding Document / Clarification of Bidding Document is;

The Chairman, Regional Procurement Committee,

………………………..……………………

………………………..……………………

………………………..……………………

………………………..……………………

*[Insert the relevant address]*

Fax ………………………. Telephone …………………….

(12.5) Add to the **Clause 12.5**

As an alternative the purchaser shall establish Telegraphic Transfer as stated in the **Clause 16.3** of Contract Data.

(13.2) The amount of Bid Security shall be ........…………………............ Sri Lanka Rupees.

(13.3) The validity of Bid Security shall be up to ………………………… *(specify the date)*.

(14.1) The period of Bid Validity shall be 91 days from the date of closing of Bid.

Revised on 11-11-2020

(17.2) (a) The inner and outer envelopes shall be addressed as follows:

The Chairman, Regional Procurement Committee,

………………………..……………………

………………………..……………………

………………………..……………………

*[Insert the relevant address]*

(c) “Not to be opened before ………*(Time)* on ………….. *(Date)*”

(18.1) The Procurement Committee’s address for the purpose of Bid submission (and on behalf of the Board) and Bid opening is;

The Chairman, Regional Procurement Committee,

………………………..……………………

………………………..……………………

………………………..……………………

………………………..……………………

*[Insert the relevant address]*

(18.2) The deadline for submission of Bid

Date:………………………. Time: ……………………………….

(21.1) The Chairman, Regional Procurement Committee,

………………………..……………………

………………………..……………………

………………………..……………………

………………………..……………………

*[Insert the relevant address]*

(24.1) Add to Clause

If a Bid does not meet any one of the requirements (a), (b), (c) & (d) of **Clause 24.1**, it will be considered substantially non responsive and rejected by the Procurement Committee.

(32.2) The prevailing rate of stamp duty on contracts for supply of goods is nil.

(33.1) The amount of Performance Guarantee shall be 10% of the Contract Price.

(34.1) Advance payment shall be limited to 20% of the Contract Price.

Revised on 29-10-2015

Revised on 02-11-2011

Advance payment Guarantee shall be obtained at the contractor’s cost.

Revised on 11-11-2020

**5 CONTRACT DATA**

* **GENERAL**
* **DELIVERY SCHEDULE**
* **PAYMENT SCHEDULE**

Revised on 12-12-2018

The Contract Data is a part of General Conditions of Contract and should be read in conjunction with the General Conditions of Contract.

If there is a discrepancy found in the General Conditions of Contract and the Contract Data, the Content in the Contract Data shall supersede the Content in the General Conditions of Contract.

*(Note: What is given in italic letters are guide lines to prepare the Contract Data and they shall be removed offer preparation of the Contract Data.)*

Contract Data

Contract Data is a part of Condition of Contact and shall be read together. If any discrepancy is founds content of the Contract Data shall supersede the Conditions of Contract.

*(Please note that the Clause nos. given hereunder are that of Conditions of Contract)*

# General

**Clause Reference Number**

### General Conditions of Contract

|  |  |
| --- | --- |
| 1.1 (g) | The Employer is  Name: National Water Supply and Drainage Board,  Address: Galle Road, Ratmalana  Authorized Representative of the employer is :  The Chairman,  National Water Supply& Drainage Board,  Galle Road, Ratmalana. |
| 1.1 (i) | The Engineer is    General Manager,  National Water Supply and Drainage Board,  Galle Road, Ratmalana. |

3.2 The Engineer's Representative shall be the (PD/DGM of relevant RSC)

…………………………………………………………………………………..

………………………………of the National Water Supply and Drainage Board.

10.1 The Goods shall be delivered at such places, in such quantities and within

such periods as prescribed in the attached Delivery Schedule.

Contract Period from the date of acceptance of bid is…………… months.

15.2 The validity of warranty shall be in accordance with General Conditions of Contract.

16.1 Maximum amount of Advance Payment shall be twenty percentage (20%) of the Contract Price.

23.1 The amount of Liquidated Damages shall be Rs. ………..…. per day of delay. Limit of Liquidated Damages shall not exceed 10% of Contract Price.

31.1 Purchaser’s address for notice purposes shall be as follows:

(a) General Manager/ Project Director/ Deputy General Manager

National Water Supply and Drainage Board,

……………………………..

………………………….,(*Insert Relevant Address)*

Facsimile Number : Colombo, ………………………

E Mail : ……………………………

Supplier’s address for notice purposes shall be as follows:

…………………………………………………………….

…………………………………………………………………………

…………………………………………………………………………

Revised on 11-11-2020

DELIVERY SCHEDULE

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Item  No. | Description of Goods | Quantity | Unit | Final  Destination as specified in Bidding Data *[insert place of Delivery]* | Delivery Date |
| **Purchaser’s delivery date as per the contract** |
| 01 | Bill No.1 |  |  |  |  |
| 02 | Bill No.2 |  |  |  |  |
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Revised on 30-11-2020

**PAYMENT SCHEDULE**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **STAGE OF PAYMENT** | | **STAGE OF CONTRACT** | **DOCUMENT TO BE SUBMITTED** | **AMOUNT OF PAYMENT** | **REMARKS** |
| 01 | Mobilisation Advance Payment | After signing of Contract Agreement. | * A written request for payment in the form of an invoice. * A bank guarantee for the equivalent amount. * A performance bond. | 20% of the contract price. | Advance payment shall be made within 30 days of signing the Contract upon submission of required documents. |
| 02 | Subsequent Payments | Partial delivery to site. | 1. Supplier’s invoice based on the BOQ and showing description of goods delivered quantity, units, amount and total amount. 2. Pre-delivery factory inspection and test certificate by the Engineer’s Representative. 3. Engineer’s representative’s approval for the payment. | 50% of the BOQ value of Goods supplied. Less previous payments including any advance payment made. | Subsequent payments shall not be made unless and until the contract value of Goods delivered becomes more than or equal to 30% of the Contract Price. |
|  |  | Full delivery to site. | (a) and (b) as above | 90% of the Contract Price less previous payments including any advance payment made. |  |
| 03 | Final Payment | Final Acceptance by the Engineer for the delivery and other obligations. | * A written request for final (balance) payment in the form of an invoice based on the BOQ. * Engineer’s representative’s approval for the payment. * copy of Final Acceptance Certificate issued by the Engineer. | Total Contract Sum less previous payments including any advance payment made. | The total Contract Sum shall become payable within 30 days from the date of the Engineers Final Acceptance Certificate. |

Revised on 11-11-2020

**6. SPECIFICATION**

**7. SCHEDULES OF PARTICULARS**

* Specification for High Density Polyethylene (HDPE) 6j-1 6j-31

pipes & fittings for Water Supply Applications.

*Add relevant Specifications from NWSDB web*

*(Under the “Restrict Links”)*

*as per the required of the work.*

SCHEDULE OF PARTICULARS

**Note : It is compulsory to fill the schedule of particulars. Reference catalogues or any where else shall not be considers.**

**1.0 HDPE PIPES AND FITTINGS**

1. Country of Manufacture:

Pipes: ……………………….

Fittings: ………………………

1. Manufacturer’s Address and the intended Date of Manufacture:

**Address** **Intended Date of Manufacture**

Pipes: ………………….. ………………………………

Fittings: …………………. ………………………………

* 1. Colour of the product :

Pipes: ……………………….

Fittings: ………………………

* 1. Port of Shipment :
  2. Standards to which pipes and fittings conform:

Pipes: ……………………….

Fittings: ………………………

* 1. Is Certificate of product conformity from a relevant standards Institution provided :

Pipes ………………….. (attach a copy)

Fittings ………………. (attach a copy)

* 1. Nominal sizes and pressure ratings of Pipes & Fittings:

**Nominal Dia** **Pressure Rating SDR**

Pipes: ……………. ………………. ………

Fittings: …………… ……………….. ………

* 1. Make of compression fittings, Gaskets/ rubber rings, inserts, clamps

**Make/material** **Intended** **Date of Manufacture**

Body of Compression fittings …………………. ……………………..

Inserts ………………….. ……………………..

Rubber ring/Gasket ………………….. ……………………..

* 1. Characteristics of HDPE compound as granules

1. Compound Density : …………………
2. Carbon black content

(black compound % by mass) …………

1. Carbon black dispersion

(black compound specify the grade range) ……………

* 1. Mechanical characteristics

1. Hydrostatic strength at 200C
2. For pipes …………………
3. For fittings ……………….
4. Hydrostatic strength at 800C
5. For pipes …………………
6. For fittings ……………….
   1. Packing and protection in transit :

Pipes ……………. (specify in detail)

Fittings ……………… (specify in detail)

* 1. Time of delivery:

|  |  |  |
| --- | --- | --- |
|  | **FOB** | **At Site** |
| Pipes |  |  |
| Fittings |  |  |

* 1. Reference of the catalogues, technical literature, drawing provided with the tender:

Pipes : ……………………….

Fittings : ……………………

* 1. Name and address of the Supplier’s agent in Sri Lanka: ……… …………… ……… …………………………………………………………………………………………………….………………………………………………………………………………………
  2. Whether ISO 9001: 2015 certificate Quality Management System Certificate is available for manufacturing factory:

(i) (a) For Pipes ……………………………(i) (b) If yes, attach a copy ………………

(ii) (a) For Fittings …………………………………(ii) (b) If yes, attach a copy

Revised on 11-11-2020

**8. SCHEDULES OF PARTICULARS**

**DEVIATIONS FROM SPECIFICATIONS**

**Preamble**

The Bidder is required to list any deviations of materials workmanship etc. from the Specifications including such information as has already been given elsewhere in the Bidding Documents. The information shall be in sufficient detail to enable the Engineer to make a realistic assessment of the effect of such deviations on the performance or life of the materials to be supplied and also such deviation if any shall be subject to **Clause 24** of Instructions to Bidders.

The list shall also include deviations from the Specifications relating to the mode of operation and/or control of any item of equipment, and any deviations from the specified design requirements for plant components.

**Deviations**

Note:

Additional sheets should be attached as necessary.

Revised on 11-11-2020

**9. KEY FEATURES OF SPECIFICATIONS**

##### KEY FEATURES OF SPECIFICATIONS

##### Some of the salient features of the specifications are summerised below to furnish a quick reference. The bidders are under obligations to refer the whole of the specifications in their entirety prior to perfecting their tender documents, and will be deemed to have done so during the tendering stage.

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Feature** | **Description** | **Standard** |
|  | Pipes | PE 100  Straight length of 12m or coiled pipes. | ISO 4427:2019  EN 12201- 1&2:2011  BS ISO 11922-1:1997  WIS4-32-03:1987  EN ISO 1167-1&2:2006  DIN 8074 Aug 1999  ISO 161-1, BS 6572:1985 |
|  | Marking | As specified. | ISO 4427:2019  As specified in Table 1 of Specification |
|  | Joint rings | Physical properties and chemical properties as specified. | EN 681-1:1996  ISO 4633:2015  BS 7874-1:1998 |
|  | DI Flanges | PN 16 nominal pressure. | EN 1092:1 to 4  EN 1515:2000-1 to 2  BS 4504:1989  EN 545  ISO 2531 |
|  | Steel flange converter | Size range or 90-1000 mm and made out of HDPE. | EN 12201-3:2011  EN 12201-5:2011 |
|  | Gaskets for flanged joints | Inside bolt circle type. Shall be of EPDM and average hardness of 65-75 and suit for PN 16 flanges. | EN 1514-2;2005  BS 7874:1998  EN 681-1:1996  ISO 4633:2015 |
|  | Nuts, bolts & washers | High tensile steel. | BS 4395-1 & 2:1969  BS 4504: Section 3.1 : 1989  BS 4190:2001  WIS 4-52-03 -1994 |
|  | Electro-fusion fittings | Upto and including 630 mm dia. and shall be injection moulded. | WIS 4-32-14:1995 |
|  | Spigot fittings, draw bends | Upto and including 1000 mm dia. | WIS 4-32-15:1995 |
|  | Mechanical joint fittings | Approved type designed specifically for HDPE pipe system. | EN 12201-5 -2011  ISO 4427:2019 |
|  | Testing | As specified. | ISO 4427:2019  DIN 8075:1999 |

Revised on 11-03-2021

**10. BILLS OF QUANTITIES**

* **PREAMBLE NOTES ON PRICING**
* **BILLS OF QUANTITES**
* **SUMMARY OF BILLS**

**PREAMBLE NOTES ON PRICING**

1. **General**

1.1 The bidder's attention is specifically directed to the Form of Bid , Instructions to Bidders, Conditions of Contract, Contract Data, Delivery Schedule, Schedule of Particulars and Specifications which are to be read in conjunction with the Bills of Quantities. The following notes are given to assist in pricing the Bills of Quantities and enable the supplier to arrive at the total Bid Price. The Bidder shall insert rates and prices for the supply and delivery of **HDPE pipes, fittings, specials, accessories** in strict accordance with the specifications.

2. **Description of Items**

2.1 Descriptions attached to the items in the Bills of Quantities are only in sufficient detail to ensure identification of the work described in the specification.

3. **Rates and prices**

3.1 In pricing the items of the Bills of Quantities, the bidder shall cover himself and will be deemed to have covered himself for:

a) All services and materials which according to the true intent and meaning of the contract may be reasonably inferred as necessary for completion of delivery of the materials in sound condition to the Stores which is specified in Contract data.

b) All the duties, obligations, liabilities and responsibilities which the Contract documents place upon the bidders in connection with or in relation to the Contract.

3.2 The bidder shall include in his bid price, unless itemised separately for;

a) All services and goods which according to the true intent and meaning of the contract may be reasonably inferred as necessary for completion of delivery of the goods in sound condition to the Stores which is specified in Contract data.

b) All the duties, obligations, liabilities and responsibilities which the Contract documents place upon the bidders in connection with or in relation to the Contract.

c) All costs arising out of inspection except inspection as per **Clause 8.5** of the General Conditions of Contract, testing, packing, transportation, clearing, loading, unloading, stacking, shipping line charges, warehouse rent, customs duties, port chargers, any demurrages, import duties, import license fees, cost of insurance from the manufacturer’s plant to the purchaser’s stores, Agents Commission if any and other minor expenses and charges to complete the supply of pipes, fittings, accessories and other materials in conformity to bidding document.

Revised on 11-11-2020

(d) Cost of accessories not specifically listed, but necessary for proper completion.

(e) All costs including all taxes and duties and other charges imposed outside Sri Lanka on raw materials, production, manufacturing, sales, transport and any other cost that may be incurred of all goods.

(f) Prices charged by the Supplier for the preceding incidental services shall be included in the contract price for the Goods.

(g) Any taxes as stated in the **Clause 33** of General Conditions of Contract.

4. **Schedule of Particulars**

a) The bidders are necessarily be required to complete fully the schedule of particulars given in the Bidding document for pipes, fittings and specials;

b) where catalogues, technical literature and drawings accompanying the bid, their references should be quoted in the Schedule of Particulars;

c) Where the bidder's specification is not conforming to the minimum specification, the offer will not be accepted;

d) If the Bidder submit alternative offers (if allowed), conforming to specifications, a set of schedule of particulars are to be completed in respect of each alternative offer.

5. A rate and/or price is to be entered against each item in the Bills of Quantities whether quantities are stated or not. If a bidder does not quote for a item of a bill, the particular bill shall be considered as incomplete and that bill shall not be taken for evaluation.

6. The Bills of Quantities contains metric sized pipes and fittings only.

7. The bidder shall include in the unit price for HDPE pipes, fittings, specials, accessories and the cost of all materials required for jointing of pipes, (bolts and nuts and gaskets for flanged fittings etc.) **unless separate items are provided.**

8. All loose items such as nuts, bolts, washers and rubber rings shall be separately packed in accordance with the relevant sub-section in the Bills of Quantities with a maximum weight of 100 kg.

9. The rates and/or prices entered against items in the Bills of quantities shall be excluding the VAT as the VAT is considered separately.

Revised on 11-03-2021

**supply & delivery of HIGH DENSITY polyethylene**

**(HDPE) pipes, fittings, specials and accessories**

**FOR …………………….water supply scheme**

**contract no.: ……………………………………………**

**Bill no. 01**

**Note :**

1. HDPE Pipes & fittings shall be in blue colour.

2. HDPE Pipes & fittings shall be manufactured in vergin materials in blue colour.

1. If HDPE Pipes and Flanges are imported, they shall be lower SDR class than specified to suit the Temperature condition in Sri Lanka.
2. For imported HDPE pipes, the temperature derating factor in Annex A of ISO 4427:Part I shall be considered.
3. The strength requirement of fittings in HDPE pipes shall comply with ISO4427:Part III, considering both temperature derating factor and deration factor for Segmented bends and Tees.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Item No.** | **Description** | **Qty.** | Unit | **Rate** | | **Amount** | |
| **Rs.** | | **Rs.** | |
|  | **PE 100, SDR 17 HDPE PIPES (12 m LONG STRAIGHT LENGTHS) SUITABLE FOR BUTT FUSION WELDING JOINTS** |  |  |  |  |  |  |
|  | 450 mm dia. |  | m |  |  |  |  |
|  | **PE 100, SDR 17 HDPE INJECTION MOULDED OR FABRICATED BENDS, SUITABLE FOR BUTT FUSION WELDING JOINTS** |  |  |  |  |  |  |
|  | 450 mm dia. 11 ¼ deg. |  | nr |  |  |  |  |
|  | 450 mm dia. 22 ½ deg. |  | nr |  |  |  |  |
|  | 450 mm dia. 45 deg. |  | nr |  |  |  |  |
|  | 450 mm dia. 90 deg. |  | nr |  |  |  |  |
|  | **PE 100, SDR 17 HDPE slim/STUB flange assembly comprising with slim/STUB flange, galvanized mild steel backing ring, gasketteS and NUT & BOLTS TO CONNECT 400mm pn16 ductile iron flange** |  |  |  |  |  |  |
|  | 450 mm x 400mm PN16 |  | nr |  |  |  |  |
|  | **STAINLESS STEEL PIPE COUPLINGS COMPRISING WITH STAINLESS STEEL INSERTS, EPDM/SBR RUBBER RINGS, NUTS & BOLTS TO SUIT PE100, SDR17, HDPE PIPES** |  |  |  |  |  |  |
| 7 | For 450mm dia HDPE pipes |  | nr |  |  |  |  |
|  | Total of Page No. 10-…. Carried to  Summary in Page No. 10-…. |  |  |  | Revised on 11-03-2021 |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Summary of Bill No. 1** | | | |
|  |  |  | |  |
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| **Page Number** | **Unit** | **Amount**  **Rs.** | |
|  |  |  |  |
| Page No.10-….. | - |  |  |
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|  |  |  |  |
| Cost of Inspection and Testing by Independent Testing & Inspection Agency as per **Clause no.8.5** of Conditions of Contracts. | Sum |  |  |
|  |  |  |  |
| Total of Page No 10-…. Carried to Summary in Page No.10-…. | - |  |  |
|  |  |  |  |
|  |  |  |  |

Name of the Inspection Agency : ………………………………………………………………..

………………………………………………………………………………………………………

Revised on 11-11-2020

**supply & delivery of HIGH DENSITY polyethylene (HDPE)**

**pipes, fittings, specials and accessories**

**FOR …………………………. water supply scheme**

**contract no.: …………………………………………….**

**Summary of Bills**

|  |  |  |
| --- | --- | --- |
| **Bill No.** | **Description** | **Amount** |
| **Rs.** |
| 01 | Supply of HDPE pipes, fittings and Accessories. |  |
|  | Sub Total |  |
|  | Less Discount (if any) |  |
|  | Total of Bid carried to Form of Bid (excluding VAT) in page No. 3-1 |  |

VAT Registration No. ....................................

(A copy of the VAT registration form should be annexed.)

Note :- The NWSDB VAT Registration No :- 4090 31820 7000

Revised on 11-03-2021

**11. SPECIMEN FORMS**

* **Specimen Form for Contract Agreement**
* **Specimen Form for Bid Security**
* **Specimen Form for Performance Bank Guarantee**
* **Specimen Form for Advance Payment Security**
* **Letter of Acceptance**

## THE GOVERNMENT OF THE DEMOCRATIC SOCIALIST REPUBLIC OF SRI LANKA

## MINISTRY OF ……………………………………………………….

**NATIONAL WATER SUPPLY AND DRAINAGE BOARD**

**supply & delivery of HIGH DENSITY polyethylene (HDPE)**

**pipes, fittings, specials and accessories**

**……………………………. WATER SUPPLY SCHEME**

**contract no.: …………………………………….**

**CONTRACT AGREEMENT**

Contract Agreement made and entered into between the National Water Supply and Drainage Board, a corporate body duly established under the provisions of the National Water Supply and Drainage Board Law No. 2 of 1974 and having its Head Office at Ratmalana in Sri Lanka (hereinafter sometimes referred to as "the Board") of the one part and Messrs. …………… .........................……………………………………………………………….which duly incorporated under the laws of Democratic Socialist Republic of Sri Lanka and having registered its office at ………………………………………….……….................................. ..............................................................................……… ...................... (hereinafter called "the Supplier" which term of expression shall where the context so requires or admits mean and include its successors and permitted assigns) of the other part.

WHEREAS the Board is desirous of entering into a contract with the Supplier for the supply and delivery of …………………………….……………………....………………… to ............................................................................................................. at locations as specified in the Delivery Schedule and has accepted a Bid by the Supplier for the execution and completion of such works.

AND WHEREAS the Bills of Quantities or Schedule of Rates and Specifications and General Conditions of Contract describing the Works to be done have been prepared by the Board and the same have been signed by the parties hereto.

NOW it is hereby agreed as follows:

1. For the consideration hereinafter mentioned the Supplier shall, upon and subject to the conditions hereto annexed, complete the Works referred to in the said Bills of Quantities or Schedule of Rates and in the said specifications and Conditions of Contract to the entire satisfaction of the Board on or before ………………………….. ………….………………................……………………………subject to extras, omissions and variations to be determined by the Engineer as hereinafter provided.

Revised on 11-03-2021

2. The said General Conditions of Contract, the said Specifications, the said Bills of Quantities or Schedule of Rates, (a detailed list whereof is annexed hereto,) Instructions to Bidders, Contract Data, Bidding Data and Schedule of Particulars and Form of Bid, all duly signed by the Board and the Contractor shall for all purposes where so ever be read, regarded and construed as part and parcel of the Agreement.

3. The Supplier will be paid for the said execution of the Works the sum of Currency …………………………………………………………………………………………..

………….........................................................................................................(in words) ..................……………………..………………………………… (in figures)and Sri Lanka Rupees ……………………………..…………………………………………… ……..………….................................…………………………….………… (in words) (Rs. ....................................…….........................(in figures) hereinafter sometimes referred to as the "Contract Price" or such other sum as shall become payable hereunder according to the terms of the Contract.

4. As security for the due and proper performance and fulfillment of this contract and for the due payment of all claims to which the Board may be entitled hereunder, the Contractor hereby undertakes to maintain to the Board with a Guarantee in favour of the Board from a Bank approved by the Engineer as surety in the sum of Rupees........……….…………………………………..................……………………… ….…..……………………..………......... (Rs. ..........................) which said Performance Guarantee shall remain in force and shall not be discharged until the Engineer shall have granted a Final Certificate to the effect that the Contractor has duly discharged and completed all his obligations under this contract and that there is no sum whatever due to the Board at the date of such Final Acceptance Certificate under this Contract.

5. The following terms used in this Agreement and or in the Specifications shall be understood as having the meanings hereby ascribed to them, namely;

1. "The Procurement Committee" shall mean the Procurement Committee appointed for the purpose of determining the Bid.
2. "The Contractor" or "The Supplier" shall mean the person or persons, firm or firms, company or companies who have contracted for the supply and delivery of the materials and equipment herein specified and includes its successors and permitted assigns.
3. "The Chairman" shall mean the officer for the time being holding the office of or acting as the Chairman, National Water Supply and Drainage Board.
4. "The Engineer" shall mean the Officer for the time being holding the Office of or acting as the General Manager, National Water Supply and Drainage Board.
5. "The Engineer's Representative" shall mean the authorised Representative of the Engineer immediately responsible for the supervision of the Works or any other person appointed from time to time by the Engineer to act as Engineer and notified in writing to the Contractor.

Revised on 11-11-2020

1. "The Government" shall mean the Government of the Democratic Socialist Republic of Sri Lanka.
2. "The Purchaser" or "The Board" or “the Employer” shall mean the National Water Supply and Drainage Board.
3. "Months" shall mean calendar months.
4. "The Contract Documents" shall mean the Instructions to Bidders, Contract Data, Bidding Data, Schedule of Particulars, the General Conditions of Contract, the Form of Bid, the Specifications, Bills of Quantities, Addenda, Articles of Agreement and their annexures, Securities and Guarantees, Appendices.
5. "The Contract Price" shall mean the sum stated in the Letter of Acceptance payable to the Contractor for the supply of Goods and Services in accordance with the provisions of the Contract.
6. "The Works" shall mean the supply and delivery of Goods and the Services.
7. "Variation" shall mean any alteration of the description of any item in the Bills of Quantities or of the Specifications which in the opinion of the Engineer, is required for the perfect completion of the works outlined in the Agreement.
8. "Rs. or SL Rs.or LKR" shall mean Sri Lanka Rupees.

IN WITNESS WHEREOF the parties hereto have set their hands and seal to these presents at the places and dates hereinafter mentioned.

Signed by the said ..............................................................…………. Chairman, National Water Supply and Drainage Board/Project Director………………… WSP/Deputy General Manager–RSC……….…………. and…………………….................................…….......... Board Member of the National Water Supply and Drainage Board/………………..………. .…………………………………..………..(Name/Designation) of ….. ………….………… ……...……………………WSP/………..............…………………..… (Name/Designation) of ……………………………RSC…….…………….at………………………......................………………………….on the……………............... day ..................…………........………….… of………………..……….......................Two Thousand and ………………… in the presence of the following Witnesses.

………………………………………… ………………………………………

Chairman/Deputy General Manager/ Board Member/ ....................…

Project Director of……………..WSP/…………...of

RSC………………………

**NATIONAL WATER SUPPLY AND DRAINAGE BOARD**

Revised on 11-11-2020

WITNESSES

Signature 1: .......................………. Signature 2 : …….....................…….….

Name :………………………… Name :…………………………….…

Address .................................. Address ...........................…………

...............................… ..............................……….

Capacity …………………………. Capacity …………………………….

Signed by the said .............................................................................. in the Capacity of ..............................................................................................................................................., of ………………………………………………………… (name of the company) at ......…......................……………………......…………………………………………. on the ……..................................................... day of ................................ Two Thousand and.………………................................... in the presence of the following Witnesses.

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

Signature of Supplier

WITNESSES

Signature1 :....................……….. Signature 2 : …….......................

Name :……………………….. Name :………………………

Address ................................. Address ............................…

................................. ...........................…

Capacity ………………………. Capacity …………………

Revised on 11-11-2020

**FORM OF BID SECURITY**

…………………… [*issuing agency’s name, and address of issuing branch or office* ]

………………………

Beneficiary : Chairman/Deputy General Manager/ Project Director

……………………………………….

………………………………………...

………………………………………..(*Insert Relevant Address)*

Date……………… BID SECURITYNo : ……………………………

We have been informed that …………………………………………………………………. [*name of the Bidder ; if joint venture, list* *complete legal names of partners*] (*hereinafter called “the Bidder*”) has submitted to you its bid dated ……………….. [*insert date*] (*hereinafter called “ the Bid*”) for the execution / supply of ………………………………………………………….

.[*name of contract*] under Contract No……………………………… .

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

At the request of the Bidder, we …………………………………………………………….. [*name of issuing agency*] hereby irrevocably under take to pay you any sum or sums not exceeding in total an amount of ………………………. [*amount in figures*] ………………….. ……………………………………….[*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 of the Bidder:

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

(b). does not accept the correction of errors in accordance with the Instructions to Bidders (hereinafter “the ITB” ) or

(c ). having been notified of the acceptance of its Bid by the 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 Security 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 of payment under this Security must be received by us the office on or before that date………………………………….

………………………………………………

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

Revised on 23-08-2019

**FORM OF PERFORMANCE GUARANTEE (Unconditional)**

…………………………..[ *Issuing Agency’s Name and Address of issuing Branch or Office*]

…………………………..

Beneficiary : Chairman/Deputy General Manager/ Project Director

……………………………………….

………………………………………...

………………………………………..(*Insert Relevant Address)*

Date ……………..

**PERFORMANCE SECURITY No**.: …………………………………………………..

We have been informed that …………………………………………………………….. [*name of Contractor/Supplier*] (*hereinafter called “the Contractor”)* has entered into Contract No. …………………….. dated ………………. with you, for the ……………….. [*“Supply*”] of ………………………………………………………………………………….. [*name of contract and brief description of Works*] (*hereinafter called “the Contract*”).

Furthermore, we understand that according to the conditions of the Contract, a performance security is required.

At the request of the Contractor, we ……………………………………………………….. [*name of Agency*] hereby irrevocably under take to pay you any sum or sums not exceeding in total and amount of ………………………………………………………… [*in figures*] ……………………………………………………… ………………… [*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 sums specified therein.

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

………………………………………………….

[*Signature (s*)]

Signature and seal of the guarantor

Revised on 18-02-2020

**FORM OF ADVANCE PAYMENT SECURITY**

…………………………..[ *Issuing Agency’s Name and Address of issuing Branch or Office*]

…………………………….

Beneficiary : Chairman/Deputy General Manager/ Project Director

……………………………………….

………………………………………...

………………………………………..(*Insert Relevant Address)*

Date ……………..

**ADVANCE PAYMENT SECURITY No**. ………………………………………

We have been informed that …………………………………………………………….. [*name of Contractor/Supplier*] (hereinafter called “the Contractor”) has entered in to Contract No. ………………. dated with you, for the Supply of …………………………………… [*name of Contract and brief description*] (hereinafter called “the Contract”).

Furthermore, we understand that according to the conditions of Contract an advance payment in the sum ……………………………………………………. *[amount in figures]* (………………………………………………. ……………………….) *[amount in words]* is to be made against an advance payment security.

At the request of the Contractor, we ………………………………………………………. [*issuing agency*] hereby irrevocably undertake to pay you any sum or sums not exceeding in total and amount of …………………….……….………….. [*amount in figures*] (…………………………………………… …………………………………….)[*amount in words*] upon receipt by us of your first demand in writing accompanied by a written statement stating that the Contractor is in breach of its obligation under the Contract.

The maximum amount of this security shall be progressively reduced by the amount of the advance payment repaid by the Contractor.

This security shall expire on …………… [28 days beyond the Completion Date]

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

……………………

[*Signature (s*) ]

Signature and seal of the guarantor …………………………………………

Witness :

Name : ……………………………………………………………….

………………………………

………………………………

………………………………

Revised on 31-01-2018

………..*[Date]*

**Regd. Post**

Ms. ……………………………………….

……………………………………………

……………………………………………

Dear Sirs,

**supply & delivery of high density polyethylene (hdPE) pipes, fittings, specials and accessories FOR ………..……………………………. WATER SUPPLY SCHEME.**

**CONTRACT NO: …………………………………………..**

**Letter of Acceptance**

We are pleased to inform you that your offer submitted on …………………… on the above tender, amounting to Sri Lanka Rupees ………………………………………………….. (LKR ……………..…………../=) has been accepted.

* Applicable VAT will be payable on production of Tax Invoices. The Registered No. for NWSDB for VAT is 4090318207000.
* HDPE Pipes, Fittings, Specials & Accessories shall be from ……………………

Inspection and Testing of goods shall be carried as per **Clause 8** of General Conditions of Contract with respect to quantity, quality and loading prior to shipment and certificates should be forwarded to ……………………………….

All Pipes and fittings under this contract shall be delivered to the …………………………. within ………………………..months from the date hereof.

The liquidated damages for any delay beyond the above period shall be LKR …………....../= per shipment per day not exceeding 10% of the total contract price.

An advance payment of 20% of the Contract Price could be obtained after signing the agreement on production of an advance payment guarantee in the prescribed format from a recognized bank. Operating in Sri Lanka approved by the Central Bank of Sri Lanka.

Performance Security in the form of demand guarantee in the prescribed format (a copy annexed) from a recognized bank operating in Sri Lanka approved by the Central Bank of Sri Lanka for an amount of 10% of the total Contract Price valid for a period of 28 days beyond the Contract Period from the date hereof shall be submitted within 14 days from the date hereof. Performance Security shall be denominated in the currency of contract and proportionate to the each currency.

Revised on 11-03-2021

Please acknowledge receipt of this letter by a return fax and make arrangements to sign the Agreement by prior appointment with the Asst. General Manager (Tenders & Contracts) within 28 days.

Engineer’s Representative of this contract is …………………………………..

Please contact Deputy General Manager (………………..)/ Project Director (………………) on Tele No. …………….. for further action on this contract.

Yours faithfully,

**National Water Supply & Drainage Board**

**General Manager**

Cc: 1. Secretary, Ministry of …………………………………………………...

1. Auditor General – Duplicate offer and a copy of the Tender Board decision attached.
2. Addl. General Manager (…………)
3. Deputy General Manager (…………)
4. Deputy General Manager (Finance)
5. Deputy General Manager (IA)
6. Asst. General Manager (……………)
7. Chief Engineer (…………………….)

9. Stores Copy.

Revised on 11-11-2020

**12. APPENDICES**

**APPENDIX 1- DETAILS OF SIMILAR MANUFACTURES COMPLETED WITHIN THE LAST THREE YEARS AND ONGOING**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Name and Address of Employer** | **Name and details of**  **Contract** | **Value of**  **Contract** | **Period of**  **Contract** | | | **Remarks**  **(Completed/ ongoing etc.)** | | **Value of work**  **remaining**  **incomplete** | |
| **From** | **To** |  | |  | |
|  |  |  |  |  |  | |  | |

Note : Documentary proof should be provided

Revised on 11-11-2020

# APPENDIX 2 – FINANCIAL STATEMENT

Summary of assets and liabilities based on the audited financial statements for the last three financial years (Current statement may be unaudited) together with the Financial Performance as indicated in the following schedule shall be submitted.

If the business has not been in operation for the last three years, following schedule shall be submitted for the period that the business has been in operation together with the aforesaid financial statements.

Bidders whose financial capability is marginally less to undertake this tender may show credit facilities available to them from banks.

# Financial performance for the last 3 years

|  |  |  |  |
| --- | --- | --- | --- |
| Year | xxxx | xxxx | xxxx |
| Turnover from Contracting |  |  |  |
| Fixed Assets (FA) |  |  |  |
| Current Assets (CA) |  |  |  |
| Current Liabilities (CL) |  |  |  |
| Long Term Liabilities (LL) |  |  |  |
| Net Worth = Total Assets – Total Liabilities |  |  |  |
| Current Ratio = Current Assets Current Liability |  |  |  |
| Liquidity Ratio = Current Assets(except stock) Current Liability |  |  |  |
| Gearing Ratio = Debt Capital x 100 Total Capital Employed |  |  |  |
| Turnover x 100  Total Operating Assets |  |  |  |
| Net Profit x 100  Total Assets |  |  |  |

# APPENDIX 2A – AUTHORIZATION TO OBTAIN REFERENCES FROM BANKERS

Revised on 20-09-2017

**BIDDER SHALL FILL THIS FORM AND PROVIDE WITH THE BID**

…….………… *[Bidder’s Name]*

………………….........*[Address]*

………………………………….

..……………………………….

Manager …………………….. *[Name of Bank]*

………………..……………….*[Address]*

…………………………………………

…………………………………………

We hereby Authorize the National Water Supply & Drainage Board, on behalf of the Procurement Committee, to seek references of Bank details in order to evaluate the financial statues of our company M/s ……………………………………………………………………

*……………………………………………………………………….[Bidder’s Name and Address]* in connections with the ……………………………………………………….…… *[Contract Name and Number]* bid, submitted by us.

Yours faithfully,

………………………………..

………………………………..

Authorized officer of the Bidder.

Note : If there are more than one bank given in the Appendix 4A, separate letters should be

submitted for each Bank.

# APPENDIX 3 - Guarantee for HDPE Pipes, Fittings and Rubber Rings

Revised on 11-03-2021

[Address of the Manufacturer]

…………………………………

…………………………………

…………………………………

…………………………………

Chairman,

National Water Supply and Drainage Board,

Galle Road, Ratmalana, Sri Lanka.

**Supply & Delivery of HDPE Pipes, Fittings, Specials & Accessories for …………………**

**……………….. Water Supply Scheme**

**Contract No. ………………………………………**

We, ………………………………………………………………………………………………

……………………………………………………………………………………………………….…………………………………(Name & Address of the Pipe Manufacturer) Manufacturer of HDPE pipes ,hereby guarantee that,

1. PE pipes, fittings and rubber rings supplied under the contract shall fit properly and adequately to ensure leak proof pipeline installations under all working conditions.
2. We will unconditionally undertake to replace any material rejected by the Engineer within the time period as agreed with the Engineer during implementation stage at no additional cost to NWSDB ensuring the timely implementation of the project.
3. We will unconditionally undertake that the Nominated Inspection Agency issues a certificate ensuring that HDPE pipes, fittings and rubber rings inspected shall fit properly and adequately to ensure leak proof pipeline installations under all working conditions upon shipment.

…………………………….

Signature of the Authorised

Officer on behalf of the

Pipe manufacturer

Name : ……………………………………………………….

Capacity: ……………………………………………………….

Witness :

1 Signature : ……………………………………………………………

Name : ……………………………………………………………

Capacity : ……………………………………………………………

Address : ……………………………………………………………

2 Signature : ……………………………………………………………

Name : ……………………………………………………………

Capacity : ……………………………………………………………

Address : ……………………………………………………………

Revised on 11-03-2021

APPENDIX 4 - Confirmation of Capability of Production and

Supply according to Delivery Schedule

[Address of the Manufacturer]

…………………………………………..

………………………………………….

………………………………………….

Chairman,

Procurement Committee,

…………………………..

…………………………..

**Supply & Delivery of HDPE Pipes, Fittings, Specials & Accessories for**

**………………………….. Water Supply Scheme**

**Contract No. ………………………………………**

We, ……………………………………………………………….[*name of manufacturer*] of ………………………………………………………………………...………………………………………….……………………………………………………………………..…….*[address of manufacturer]*confirm that we have sufficient production capacity to produce the quantity of HDPE Pipes, Fittings and Specials submitted in our bid and shall deliver them according to the delivery schedule indicated in Contract Data in the bid.

…………………………….. ……………………………..

Authorised Officer of the Manufacturer. Seal of the Company.

Name :……………………………………

APPENDIX 5 - Manufacturer’s Authorization to sign the

Revised on 11-03-2021

BID / Contract

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

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

No. : [insert contract number]

Chairman,

Procurement Committee,

………………………….

………………………….

**Supply & Delivery of HDPE Pipes, Fittings, Specials & Accessories for**

**………………………….. Water Supply Scheme**

**Contract No. ………………………………………**

We …………………………………………*[insert complete name of Manufacturer],* who are official manufacturers of HDPE Pipes, Fittings, Specials, Accessories having factories at ………………………………*[insert full address of Manufacturer’s factories],* do hereby authorize …………….…………………. *[insert complete name of Bidder]* to submit a bid the purpose of which is to provide HDPE Pipes, Fittings, Specials and Accessories manufactured by us and to subsequently negotiate and sign the Contract.

We hereby extend our full guarantee and warranty in accordance with Clause 15 of the General Conditions of Contract, with respect to the Goods offered by the above firm.

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

Name : ………………………………………………………..*[insert complete name(s) of authorized representative(s) of the Manufacturer]*

Title : …………………………………….. *[insert title]*

Duly authorized to sign this Contract on behalf of : ……………………………*[insert complete name of Manufacturer]*

Dated on …………………….. day of …………………………….*[insert date of signing].*

This is to certify that the seal and signatures of legal representative and authorized person affixed to power of attorney attached hereto are found to be authentic.

………………………………

Signature of Attorney at Law

……………………………..

Seal of Attorney at Law

Revised on 11-03-2021

Appendix 6 - Contractor’s Authorization to sign the Contract

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

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

No. : [insert contract number]

Chairman,

Procurement Committee,

…………………………….

…………………………….

**Supply & Delivery of HDPE Pipes, Fittings, Specials & Accessories for …………………**

**…………..…….. Water Supply Scheme**

**Contract No. ………………………………………**

We …………………………………………*[insert complete name of the Bidder]*, who ……………………………………….…………*[insert full address of Bidder]*, do hereby authorize …………….………………………….. *[insert complete name of Bidders authorize officer who signs the contract]* to submit a bid on behalf of our company and to subsequently negotiate and sign the Contract.

Specimen Signature …………………………………………………………

Signed : …………………………………*[insert signature(s) of authorized representative(s) of the Bidder]*

Name : ………………………………………………………..*[insert complete name(s) of authorized representative(s) of the Bidder]*

Title : …………………………………….. *[insert title]*

Duly authorized to sign this Authorization on behalf of : ……………………………*[insert complete name of Bidder]*

This is to certify that the seal and signatures of legal representative and authorized person affixed to power of attorney attached hereto are found to be authentic.

………………………………

Signature of Attorney at Law

……………………………..

Seal of Attorney at Law

**APPENDIX 7 - TOR FOR INDEPENDENT INSPECTION AGENCY**

Revised on 11-03-2021

**HDPE pipes & Fittings**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Activity** | | **Test Performed** | **Results** | **Acceptability as per specification** |
| 1. | **Physical Proportion/properties** |  |  |  |
| 1.1 | **Socket & Spigot Pipes** |  |  |  |
|  | Pipe wall thickness  External Diameter  Length of Pipe  SDR category  PE designation  Elongation at Break for e < 5 m  5m < e < 12 mm  e > 12 m  Melt Mass flow rate (MFR)  Oxidation Induction time  Ovalty  Density  Effect on water quality |  |  |  |
| 1.2 | **Flanges** |  |  |  |
|  | Flange thickness  Flange diameters  No. of bolt holes  Cleanliness of Flange  Raised Face or Flat Face  Smoothness of Raised Face/Flat Face  Integrally casted or Factory Welded  Condition of weld if welded  Elongation at Break for e < 5 m  5m < e < 12 mm  e > 12 m  Ovalty  Melt Mass flow rate (MFR)  Oxidation Induction time  Density  Effect on water quality |  |  |  |

Revised on 11-03-2021

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Activity** | | **Test Performed** | **Results** | **Acceptability as per specification** |
| 1.3 | **Bends** |  |  |  |
|  | Diameter  Length of Bend  SDR  PE designation  Wall thickness of bend  Melt mass flow rate (MFR)  Oxidation induction time  Cohesive resistance  Tensile strength  Ovalty  Density  Effect on water quality |  |  |  |
| 1.4 | **Tees** |  |  |  |
|  | Length of tees  Length of Branch  Diameter of tee (all faces)  Wall thickness of Tees  Wall thickness of Branch  SDR  PE Designation  Melt mass flow rate (MFR)  Oxidation induction time  Density  Ovalty  Tensile strength  Effect on water quality  Cohesive resistance |  |  |  |
| 2. | **Strength & Mechanical Properties** |  |  |  |
| 2.1 | **PE Pipes & Fittings** |  |  |  |
|  | Hydrostatic strength at 20 0C  Hydrostatic strength at 80 0C  Manufacturing Standards of Pipes & Fittings. |  |  |  |
| **Activity** | | **Test Performed** | **Results** | **Acceptability as per specification** |
| 3. | **Accessories** |  |  |  |
| 3.1 | **Steel flange converter** |  |  |  |
|  | Dimension  Physical appearance  Ovality |  |  |  |
| 3.2 | **Slim flange assembly** |  |  |  |
|  | Dimension  Physical appearance  Ovality |  |  |  |
| 3.3 | **Nuts & Bolts** |  |  |  |
|  | Dimensions  **Tensile strength**   * 1. yield stress or stress at permanent set limit of 0.2%   2. percentage elongation after fracture   3. stress under proof load   4. strength under wedge loading   5. hardness   thickness of galvanized coating  Ovality |  |  |  |
| 4. | **Joint rings & Gaskets** |  |  |  |
|  | Appearance & finish  Tensile strength  Elongation of break  Compression hardness  Micro biological deterioration |  |  |  |
| 4. | **Material Characteristics** |  |  |  |
|  | Compound Density  Carbon black content (black compound) % by mass  Carbon Black dispersion (black compound) grade range |  |  |  |
| 5. | **Quality Assurance** |  |  |  |
| 5.1 | **Raw Materials (R/M)**  R/M received and kept separately in quarantine area on R/M test report received (Report Ref. No.) on |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Activity** | | **Test Performed** | **Results** | **Acceptability as per specification** |
| 5.2 | **Manufacture**  Date and Time of commencement of batch  Date and Time of completion of batch  Date batch sent to quarantine area |  |  |  |
| 5.3 | **Physical/Mechanical Checkings (by In-House Q/A Department and Laboratory)**   1. Dimension and appearance checking 2. Heat reversion test 3. General test 4. Batch test 5. Tensile test |  |  |  |
| 5.4 | Pipe sample sent for chemical test |  |  |  |
| 5.5 | Pipes passed by inspector for release to general storage area |  |  |  |
| 5.6 | General storage area for packing  Wrapping/packing completed and labelled and separately stored, awaiting chemical test results for pipe. |  |  |  |
| 5.7 | **Verification of Quality**  Chemical tests results of pipe received. |  |  |  |
| 5.8 | Separation of coils pipes not complying With BS |  |  |  |
| 5.9 | Test certificate submitted for inspection agent/NWSDB’s approval |  |  |  |
| 5.10 | Purchaser’s approval received for shipment |  |  |  |
| 5.11 | **Containerisation & Final Approval**  Pipe stocks loading in to container & passed by Q/A Department & Inspection Agent |  |  |  |
| 5.12 | Final approval for transport & shipment |  |  |  |

APPENDIX 8 - Manufacturer’s awareness of the TOR for

Independent Inspection Agency

[Address of the Manufacturer]

…………………………………………..

………………………………………….

………………………………………….

Chairman,

Procurement Committee,

……………………………….

……………………………….

**Supply & Delivery of HDPE Pipes, Fittings, Specials & Accessories for …………………**

**……………….….. Water Supply Scheme**

**Contract No. ………………………………………**

We, ……………………………………………………………….[*name of manufacturer*] of ………………………………………………………………………………………………………………….………………………………………………………………..…….*[address of manufacturer]*confirm that we have noticed that

a) Appendix 7 – TOR for Independent Inspection Agency.

b) **Clause 8** of Conditions of Contract in Volume 1.

………………………………………… ..…………….………

Authorised Officer of the Manufacturer. Seal of the Company.

Name :……………………………………

APPENDIX 9 - Manufacturer’s Warranty for the goods supplied

Revised on 11-03-2021

under the contract

[Address of the Manufacturer]

…………………………………………..

………………………………………….

Chairman,

National Water Supply and Drainage Board,

Galle Road, Ratmalana, Sri Lanka.

**Supply & Delivery of HDPE Pipes, Fittings, Specials & Accessories for ………………**

**…….………………..…………….. Water Supply Scheme**

**Contract No. ………………………………………**

We, ……………………………………………………………….[*name of manufacturer*] of ………………………………………………………………………………………………………………….…………………………………..…….*[address of manufacturer]*warrant that the goods supplied under this contract are new, unused, of the most recent or current models and have incorporated all recent improvements, and no defects arising out of the design, material or workmanship from any act that may be develop under normal use of the supplied goods.

If there is any defects during the warranty period specified in the **Clause 15** of the General Conditions of Contract, we shall attend to repair or replace the defective goods with all reasonable speed without any cost to the Purchaser.

………………………………………… ..…………….………

Authorised Officer of the Manufacturer. Seal of the Company.

Name :……………………………………

**Appendix 10 - Confirmation of Supplying Goods Manufactured**

Revised on 11-03-2021

**at the Factory quoted**

*[This form shall be filled on the letter head of the pipe manufacturer’s company]*

Date :............................

Chairman,

Procurement Committee,

………………………….

………………………….

**Supply & Delivery of HDPE Pipes, Fittings, Specials & Accessories for ………………**

**……………………………….. Water Supply Scheme**

**Contract No. ………………………………………**

We ………………………………………………………………………………………*(Name & Address of the HDPE pipe manufacturer)* hereby guarantee that,

1. The Supply of Pipes for the above contract shall be manufactured at the manufacturing factory at ……………………………………………………………... ………………………………………………*(Address of the manufacturing factory)*.

2. The Supply of Pipe Fittings for the above contract shall be manufactured at the manufacturing factory at …………………………………………………………... …………………………………………..…… *(Address of the manufacturing factory)*.

3. The Supply of Rubber Rings for the above contract shall be manufactured at the manufacturing factory at ……………………………………………………………... …………………………………………...… *(Address of the manufacturing factory)*.

4. The Supply of Couplings for the above contract shall be manufactured at the manufacturing factory at ……………………………………………………………... ……………………………………………….. *(Address of the manufacturing factory)*.

5. The Supply of Restraint Joints shall be manufactured at the manufacturing factory at …………………………………………………………………………………………... …………………………………………….. *(Address of the manufacturing factory)*.

………………………. ……………………………………

Signature of the Seal of the Company

Chief Executive Officer/

General Manager of the manufacturer

Name : …………………………………

Address : ………………………………

………………………………

The above signed declare that the statement made above is true and correct in every detail.

……………………………. ……………………………..

Signature of the Attorney at Law Seal of the Attorney

Name :…………………………………..

Address : ………………………………

Revised on 11-03-2021

**(1 of 7)**

**APPENDIX 11 - PRE-DELIVERY INSPECTION OF HDPE PIPES & FITTINGS BY THE EMPLOYER**

# CHECK LIST

Name & Location of the Factory

Pipe : - …………………………………………………………………………………

…………………………………………………………………………………

Fittings : - …………………………………………………………………………………

…………………………………………………………………………………

(Requirement - Pipes and fittings should be manufactured by same manufacturer or manufacturing group.)

Applicable Standards

Manufacturing Standards : (ISO 4427:2019, EN12201-1 to 5:2011)

Of pipes & Fittings

Manufacturing Standards of

Joint Rings : (EN681-1, ISO 4633:2015) …………….

Quality Management System : (ISO 9001: 2015) ….…………

Parameters to be checked :-

1. Appearance and shape :
2. Surface finish : ………………………………………………………..………….
3. Appearance : ……………………………………………………………………..
4. Colour : …………………………………………………………………………..
5. Mean Outside Diameter : ………………………………………………………..
6. Ovality : ………………………………………………………………………….
7. Wall Thickness : …………………………………………………………………
8. Length of straight pipe : …………………………………………………………
9. Length of fittings : ………………………………………………………………
10. No of segments for fittings : …………………………………………………….
11. Physical properties

Pipes Fittings

1. Elongation at break : …………….. …………….
2. Melt mass flow rate (MFR) (for PE 100) …………….. …………….
3. Oxidation induction time …………….. …………….
4. Longitudinal Reversion …………….. …………….
5. Material Density …………….. …………….
6. Tensile strength of butt fusion joint …………….. …………….
7. Effect on water quality …………….. …………….

Revised on 11-03-2021

1. Mechanical properties

Pipes Fittings

1. Hydro static pressure test at 20oC …………….. …………….

for 100hrs for pipes and fittings.

1. Hydrostatic pressure test at 80oC …………….. …………….

for 165hrs.

Handling of pipes, Fittings after production : Satisfactory/Unsatisfactory

Inspection Procedure

Witness testing a sample with Factory QC Team : Yes/No

Witness testing with Independent Inspection Agency : Yes/No

Revised on 23-08-2019

**(2 of7)**

**PRE- DELIVERY INSPECTION OF HDPE PIPES & FITTINGS**

CHECK LIST

Mark Yes or No in the Remarks Column as Appropriate Date of Inspection …………

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Technical  Specifications  Clause No. | Description | Values as per  Specifications | Satisfactory/  Unsatisfactory | Remarks |
| GENERAL | | | | |
| Quality  Assurance | Availability of Valid Quality Standard Certificates | ISO 9001:2008/ 2015 certificate |  |  |
| Independent  Inspection | Availability of Inspection Agency.  Certificate before Shipment | - |  |  |
| Markings |  | - |  |  |
|  |  | - |  |  |
|  |  | - |  |  |
|  |  | - |  |  |
|  |  | - |  |  |
|  |  | - |  |  |
|  |  | - |  |  |
|  |  | - |  |  |
|  |  | - |  |  |
| Material Characteristics | | | | |
|  | Mechanical Properties |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

Revised on 11-03-2021

**(3 of7)**

**PRE – DELIVERY INSPECTION OF HDPE PIPES & FITTINGS - CHECK LIST**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Test Hydrostatic Test | | | | | | | | |
| Bill No: Item No. & Qty. Sample size:  Description of Item :) Class : HDPEa x Length :  Tech Spec Clause No: Reference Standard : | | | | | | | | |
| Sample  No | Item of Testing | Test results | | | Deviation | Tolerance  Allowed | Comply? | Remarks |
| 1 |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |  |  |
| 7 |  |  |  |  |  |  |  |  |
| 8 |  |  |  |  |  |  |  |  |
| 9 |  |  |  |  |  |  |  |  |
| 10 |  |  |  |  |  |  |  |  |
| Inspection & Testing Witnessed by | | | | | | | | |
| Name | | | | | | | | |
| Signature : Date : | | | | | | | | |

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Revised on 11-03-2020

**PRE – DELIVERY INSPECTION OF HDPE PIPES & FITTINGS - CHECK LIST**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Test Length of Straight Pipes and Fittings | | | | | | |
| Bill No: Item No. & Qty. Sample size:  Description of Item : PE Pipes (SS/DF) , Fittings Class : PEa x Length :  Tech Spec Clause No: Reference Standard : | | | | | | |
| Sample  No | Item of testing | Physical/Measured  Value | Deviation | Tolerance  Allowed | Comply? | Remarks |
| 1 |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |
| 7 |  |  |  |  |  |  |
| 8 |  |  |  |  |  |  |
| 9 |  |  |  |  |  |  |
| 10 |  |  |  |  |  |  |
| Inspection & Testing Witnessed by | | | | | | |
| Name | | | | | | |
| Signature Date | | | | | | |

Revised on 11-03-2021

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PRE – DELIVERY INSPECTION OF HDPE PIPES & FITTINGS - CHECK LIST

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Test Wall Thickness of Pipes & Fittings | | | | | | |
| Bill No: Item No. & Qty. Sample size:  Description of Item : PE Pipes , Fittings SDR: PEa x Length :  Tech Spec Clause No: Reference Standard | | | | | | |
| Sample  No | Item of testing | Physical/Measured  Value | Deviation | Tolerance  Allowed | Comply? | Remarks |
| 1 |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |
| 7 |  |  |  |  |  |  |
| 8 |  |  |  |  |  |  |
| 9 |  |  |  |  |  |  |
| 10 |  |  |  |  |  |  |
| Inspection & Testing Witnessed by | | | | | | |
| Name | | | | | | |
| Signature Date | | | | | | |

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Revised on 11-03-2021

**PRE – DELIVERY INSPECTION OF HDPE PIPES & FITTINGS - CHECK LIST**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Test Chemical Composition | | | | | | |
| Bill No: Item No. & Qty. Sample size:  Description of Item : PE Pipes SDR : PEa x Length :  Tech Spec Clause No: Reference Standard | | | | | | |
| Sample  No | Item of testing | Physical/Measured  Value | Deviation | Tolerance  Allowed | Comply? | Remarks |
| 1 |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |
| 7 |  |  |  |  |  |  |
| 8 |  |  |  |  |  |  |
| 9 |  |  |  |  |  |  |
| 10 |  |  |  |  |  |  |
| Inspection & Testing Witnessed by | | | | | | |
| Name | | | | | | |
| Signature Date | | | | | | |

Revised on 11-03-2021

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**PRE – DELIVERY INSPECTION OF HDPE PIPES & FITTINGS**

CHECK LIST

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Technical Specifications  Clause No. | Description | Requirements as per Specifications | Satisfactory/  Unsatisfactory | Remarks |
| HANDLING OF PIPES AND FITTINGS AFTER PRODUCTION | | |  |  |
|  | Handling |  |  |  |
|  | Stacking |  |  |  |
|  | Inspection by Factory/Inspection Authority |  |  |  |
|  | Transport Arrangements within manufacturers Country |  |  |  |
|  | Shipping Arrangements |  |  |  |
|  | Freight Insurance Arrangements |  |  |  |
| CONCLUSION AT THE END OF THE INSPECTION TOUR | | |  |  |
| Total Process of Production, Testing  Handling, Insurance and Freight  Arrangements Satisfactory | | |  |  |

Observations :

Signature 1 Signature 2

Name & Designation 1: Name & Designation 2:

Revised on 11-03-2021

**APPENDIX 12 – AFFIDAVIT BY THE BIDDER**

I ………………………………………… of ………………………………………… being a ……………………… (Buddhist or any other religionist), do hereby solemnly sincerely and truly declare and affirm as follows.

01. I am the Affirmant above named.

02. I hereby declare that I have applied for the contract of National Water Supply and Drainage Board bearing No: …………………………………….. and my spouse or dependent does not work in National Water Supply and Drainage Board on permanent, casual or contract basis.

The foregoing affidavit having been read over and explained to the affirmant above named who having understood its nature content and context affirmed hereto and set his usual signature hereto in ……………... on this ………….……………… day of …………….…….. 20…….

Before me ……………………

Declarant

…………………………………

Justice of the Peace /

Commissioner for oaths

Revised on 11-11-2013

**Appendix - 13 : Pre-Qualification of Manufacturers for Supply and Delivery of HDPE Pipes & Fittings.**

Revised on 11-03-2021

***When Bidding Document is prepared please include updated list of***

***Pre-Qualified manufactures list under this Appendix***