

Ministry of Finance
Development Lotteries Board

BIDDING DOCUMENTS
FABRICATIONS OF
LOTTERY SHOPS - 25 NO'S

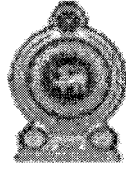
BID No: DLB/PRO/2023/24

Bidders Name :-

Receipt No :-

Issued By :-

Development Lotteries Board,
356. Dr. Colvin R. De Silva Mawatha,
Colombo 02.



Ministry of Finance
DEVELOPMENT LOTTERIES BOARD
INVITATION TO BIDS FOR
Fabrications of Lottery shops -25 no's
Bid No: - DLB/PRO/2023/24

Chairman, Minor Procurement Committee, on behalf of the Development Lotteries Board invites sealed bids from interested eligible bidders for fabrications of lottery shops 25 no's located in the island wide.

02. Bidding will be conducted according to the National Competitive Bidding (NCB) Procedure.
03. A complete set of Bidding documents in English Language could be inspected on free of charge and purchased upon submission of the written request by the supplier in the Procurement Division of Development Lotteries Board, No.356, Dr. Colvin R De Silva Mw, Union Place, Colombo 02, From **24.08.2023 to 14.09.2023** (during working days) between 09.00 am to 03.00 p.m. upon the payment of the non-refundable document fees **Rs.2,300.00 (with vat 15%)** The method of payment will be in cash.
04. The bids should be accompanied by a Bid Security as per the bidding document.
05. Bidders should furnish all the detailed information as required in the Bidding Documents.
06. Pre-bid meeting is scheduled at **2.30 p.m on 06.09.2023** via zoom app, All interested parties can be taken zoom link from the procurement division at Development Lotteries Board (T.p. 011 – 4824824)
07. As per the Bid Conditions, Bids shall be delivered in duplicate with marked as top left hand corner of the envelopes "fabrications of lottery shops 25 no's" to reach the Chairman, Minor Procurement Committee, Development Lotteries Board, 356, Dr.Colvin R. De Silva Mawatha, Colombo 2., Sri Lanka, not later than **02.30 p.m. on 15.09.2023** and no bids will be accepted thereafter.
08. Bids should be forwarded by registered post or deposited in the Box provided at Procurement Division of the Development Lotteries Board, Chairman, Minor Procurement Committee, Development Lotteries Board, No-356, Dr.Colvin R.De Silva Mawatha, Colombo 02. On or before at **2.30p.m. on 15.09.2023** Bids will be Closed at **02.30 p.m. on 15.09.2023** and bids will be opened soon after closing time in the presence of bidder's representatives.
09. The bidding documents could be referred from the DLB website: www.dlb.lk

Chairman,
Minor Procurement Committee,
Development Lotteries Board,
356. Dr. Colvin R. De Silva Mawatha,
Colombo 02.
Tel: 011 4824824
www.dlb.lk
24.08.2023



Section I. Instructions to Bidders (ITB)

A: General	
1. Scope of Bid	1.1 Chairman, Minor Procurement Committee, on behalf of the Development Lotteries Board invites sealed bids from interested eligible bidders for fabrication of lottery shops 25 no's located in the island wide.
B: Contents of Documents	
2. Contents of Documents	2.1 The documents consist of the Sections indicated below. <ul style="list-style-type: none"> • Section I. Instructions to Bidders (ITB) • Section II. Data Sheet • Section III. Schedule of Requirements • Section IV. Bid Form and Technical Specifications & Compliance • Section V. Bid submission Form(s) / Price schedule • Section VI. Bid Security • Section VII. Performance Security
C: Preparation of Bid	
3. Documents Comprising your Bid	3.1 The Bid shall comprise the following: <ol style="list-style-type: none"> (a) Bid Submission Form and the Price Schedules (b) Bid Security or a copy of refundable deposit slip. (c) Customers list with contact numbers for same service had been given for last 03 years. (d) BR copy/ Copy of company registration (e) VAT registration copy (if available) (f) Similar works experience details (g) Sticker Samples
4. Bid Submission Form and Price schedules	4.1 The bidder shall submit the Bid Submission Form using the form furnished in Section V. This form must be completed without any alterations to its format, and no substitutes shall be accepted. All blank spaces shall be filled in with the information requested.
5. Prices and Discounts	5.1 Unless specifically stated in Data Sheet, all items must be priced separately in the Price Schedules. 5.2 The price to be quoted in the Bid Submission Form shall be the total price of the Bid, including any discounts offered.

	<p>5.3 The applicable VAT shall be indicated separately.</p> <p>5.4 Prices quoted by the bidder shall be fixed during the bidder's performance of the Contract and not subject to variation on any account. A Bid submitted with an adjustable price shall be treated as non-responsive and may be rejected.</p>
6. Currency	6.1 The bidders shall quote only in Sri Lanka Rupees.
7. Documents to Establish the Conformity of the Goods	<p>7.1 The bidder shall furnish as part of its Bid the documentary evidence that the Goods conform to the technical specifications and standards specified in Section IV, "Technical Specifications & Compliance with Specifications".</p> <p>7.2 The documentary evidence may be in the form of literature, drawings or data, and shall consist of a detailed item by item description of the essential technical and performance characteristics of the Goods, demonstrating substantial responsiveness of the Goods to the technical specifications, and if applicable, a statement of deviations and exceptions to the provisions of the Technical Specifications given.</p> <p>7.3 If stated in the Data Sheet the bidder shall submit a certificate from the manufacturer to demonstrate that it has been duly authorized by the manufacturer or producer of the Goods to supply these Goods in Sri Lanka.</p>
8. Period of Validity of Bid	8.1 Bids shall remain valid for the period of Ninety (90) days from the Bid submission deadline date. (up to 14.12.2023)
9. Format and Signing of Bid	9.1 The Bid shall be typed or written in indelible ink and shall be signed by a person duly authorized to sign on behalf of the bidder.
D: Submission and Opening of Bid	
10. Bid Security	<p>10.1 Bidder should submit bid security on behalf of the Chairman of Development Lotteries Board value for Rs.125,000.00 obtain from a reputed bank as per the sample format attached here with Validity period of 105 days from the date of closing of the bid</p> <p style="text-align: center;">or</p> <p>10.2 Bidders are able to deposited Rs.65,000.00 in cash to the DLB as refundable deposit. Copy of receipt should be attached to the bid. The deposit will be released after the contract award.</p>
11. Submission of Bid	<p>11.1 Bidders may submit their Bids by registered post or by hand in sealed envelopes addressed to the Purchaser bear the specific identification of the contract number.</p> <p>11.2 If the bid is not sealed and marked as required, the Purchaser will assume no responsibility for the misplacement or premature opening of the Bid.</p>
12. Deadline for Submission of Bid	12.1 Bid must be received by the Purchaser at the address set out in Section II, "Data Sheet", and no later than the date and time as specified in the Data Sheet.
13. Late Bid	13.1 The purchaser shall reject any bid that arrives after the bid deadline for

	submission of bids as per the bid conditions.
14. Opening of Bids	14.1 The Purchaser shall conduct the opening of Bid in public at the address, date and time specified in the Data Sheet. 14.2 A representative of the bidders may be present and mark its attendance.
E: Evaluation and Comparison of Bid	
15. Performance Security	15.1 Within 10 days of the notice of the award from the purchaser. The selected bidder shall furnish the performance security for 10% of the contract value on behalf of the chairman of Development Lotteries Board as per the form attached herewith. Validity period is 120 days from the date of the letter of award.
16. Clarifications	16.1 A prospective Bidder requiring any clarification of the Bidding Documents including the restrictiveness of specifications shall contact the Purchaser in writing at the Purchaser's address specified in the BDS. The Purchaser will respond in writing to any request for clarification, provided that such request is received no later than seven (07) days prior to the deadline for submission of bids 16.2 The Purchaser's request for clarification and the response shall be in writing.
17. Responsiveness of Bids	17.1 The Purchaser will determine the responsiveness of the Bid to the documents based on the contents of the Bid received. 17.2 If a Bid is evaluated as not substantially responsive to the documents issued, it may be rejected by the Purchaser.
18. Evaluation of Bid / Eligibility Criteria	18.1 The Purchaser shall evaluate each Bid that has been determined, as per the Following eligibility criteria. <ul style="list-style-type: none"> a) Bidder should have a valid business registration. (A copy of registration to be submitted. b) The Bidder should have minimum 03 year experience in the similar field. c) Bidder Should have minimum 03 similar nature work experience and should have similar work done experience minimum 05million during the last 03 years. d) Having experience in doing similar works and as well as bidder who have workshop facilities, qualified trained staff, tools and equipment's (Written confirmation to be submitted) 18.2 To evaluate a Bid, the Purchaser may consider the following: <ul style="list-style-type: none"> (a) The Price as quoted; (b) Quality of the product finishing (c) Quality of the Materials (d) Price adjustment for correction of arithmetical errors; (e) Price adjustment due to discounts offered.

	(f) DLB has right to award this contract to the one or more suppliers accordingly
	18.3 The Purchaser's evaluation of a Bid may require the consideration of other factors, in addition to the Price quoted if stated in Section II, Data Sheet. These factors may be related to the characteristics, performance, and terms and conditions of purchase of the Goods. .
19. Purchaser's Right to Accept any Bid, and to Reject any or all Bids	19.1 The Purchaser reserves the right to accept or reject any Bid, and to annul the process and reject all Bids at any time prior to acceptance, without thereby inquiring any liability to bidders.
F: Award of Contract	
20. Acceptance of the Bid	20.1 The Purchaser will accept the Bid of the bidder whose offer has been determined to be the lowest evaluated bid and is substantially responsive to the documents issued.
21. Notification of acceptance	21.1 Prior to the expiration of the period of validity of bid, the Purchaser will notify the successful bidder, in writing, that its Bid has been accepted.
22. Payments	22.1 Payment will be made measure and pay basis within 30 days after completion. Part payments are applicable.
23. Termination Clause	23.1 The Chairman of Development Lotteries Board has the right to terminate the agreement; in the event of the services do not meet the requirements Specified in the tender document.
24. Right to Accept or Reject	24.1 The Minor Procurement committee reserves the right to accept or reject the tender or any part of it without assigning any reasons or call for additional information where necessary.
25. Agreement Period	25.1 The agreement period is 45 days from the signing of the agreement.
26. Governing Law	26.1 The tenders and any contract resulting there from shall be governed by and construed according to the Law of Sri Lanka.
27. Liquidated Damages	27.1 The liquidated damages should be half (0.5) percent per week of contract price or part thereof. Maximum amount of liquidated damages 10% of the contract price.

Chairman
Minor Procurement Committee
Development Lotteries Board,
356. Dr. Colovin R. De Silva Mawatha,
Colombo 2.
Tel: 011 4824824
www.agmproc.lk
24.08.2023

Section II: Data Sheet

ITB Clause Reference	
1.1	The Purchaser is : Chairman, Minor Procurement Committee Development Lotteries Board Address: No. 356, Dr. Colvin R De Silva Mawatha, Union Place, Colombo 02
5.1	Bidders are allowed to quote for all items or selected items specified in the section III
7.3	Manufacture's Authorization is not required.
11.1	Address for submission of Bids is : Chairman, Minor Procurement Committee Development Lotteries Board, No. 356, Dr. Colvin R De Silva mawatha, Union Place, Colombo 02 Deadline for submission of Bids is 2.30 p.m. 15.09.2023
13	The Bids shall be opened at the following address: Chairman, Minor Procurement Committee Development Lotteries Board, No. 356, Dr. Colvin R De Silva mawatha, Union Place, Colombo 02 Bids will be opened on 2.30 p.m. 15.09.2023
16 ¹	Other factors that will be considered for evaluation are QCBS methods.

¹ Insert only if additional factors other than price is considered for evaluation.

Section IV

Technical Specifications and Compliance

Fabrication of Lottery Shops

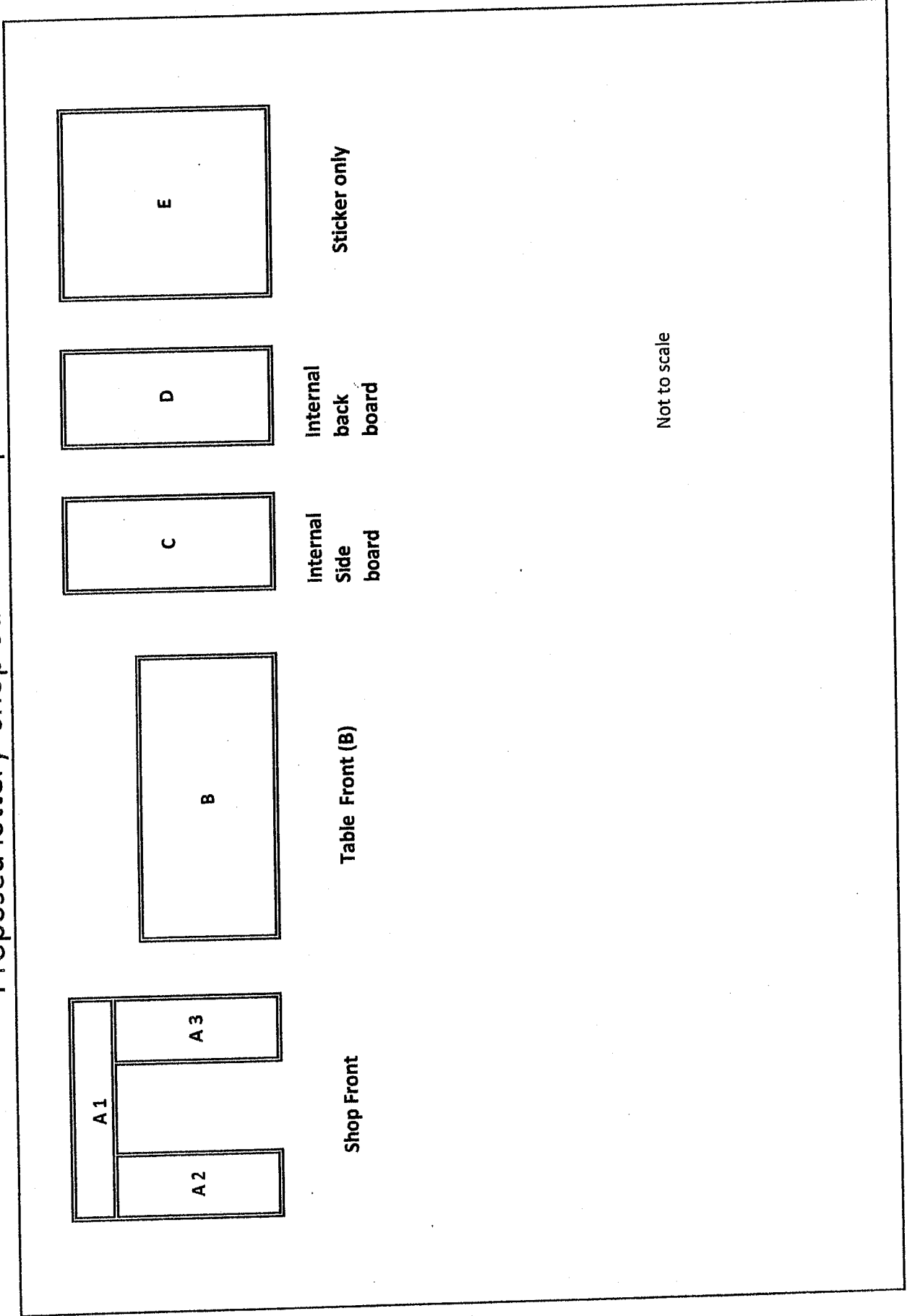
	Description	Bidders Response	
		Yes	No
1	<p>All advertisement board should be fabricated according to the following details / instruction.</p> <ul style="list-style-type: none"> • Make a frame 1 inch x 1 inch steel box bar • Cover with steel sheets rate including good quality sticker complete with approved DLB logo and detail. • Make with pop revert necessary places properly. • All steel frame complete with welding and good finished • Horizontal and vertical frame fixed with 1 inch x 1 inch extra box bar with welding • All complete board fixing with extra steel support according to the site condition as per instruction. • All steel member paint with Q D primer black colour. • All outer frame complete with 1 inch x 1 inch aluminum angel (Bronze colour) • (All works according to the plan and as per instructions) 		
	Detail for stickers		
	651 Oracle PVC stickers or same quality materials		
	06 Pass Printing or Same		
	Mat Lamination sticker		
	Sun Proof/Weather Proof Materials		
	4 Processing Color		
	Warranty required :- 1 Years		

➤ Sticker sample to be submitted along with the bid

Note - All rates including material, labour, transport and others complete with following DLB authorized officers' instructions and payment measure and pay.

Annex-01

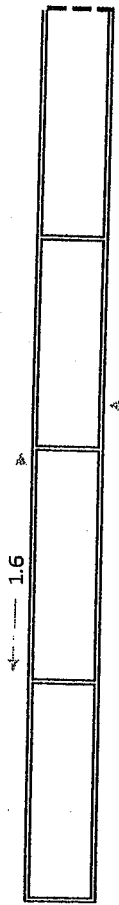
Proposed lottery shop outlet detail plan 1



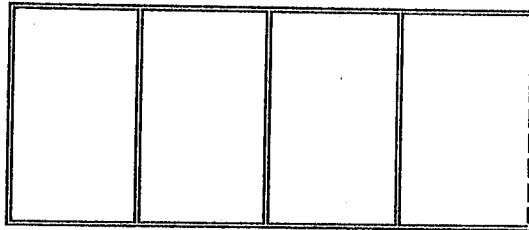
Not to scale

Proposed lottery shop outlet detail plan 2

Annex-1

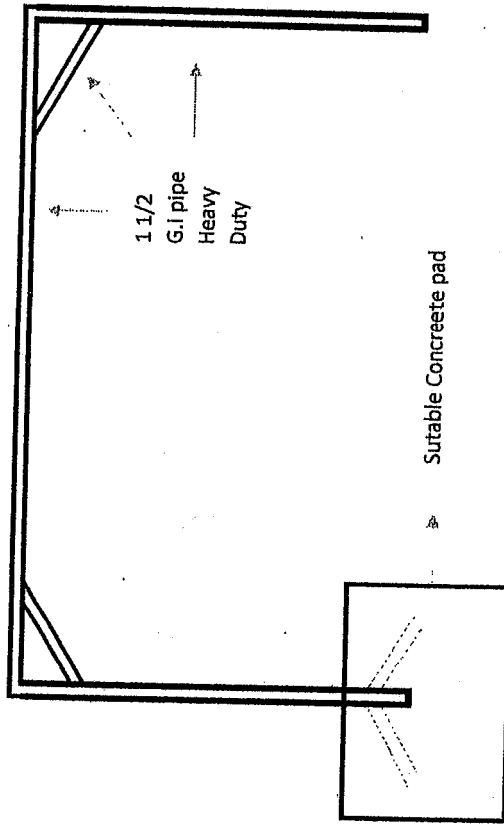


Horizontal Frame Detail



Vertical Frame Detail

1 inch x 1 inch Steel Box bar



Foundation Detail with extra G.I pipe Frame

Not to scale

Proposed Lottery shop outlet Estimate Annexure

District	A 1	SQ Ft	A 2	SQ Ft	A 3	SQ Ft	B	SQ Ft	C	SQ Ft	D	SQ Ft	E	SQ Ft	GI Pipe (LF)	Remarks
Colombo																
1 Fort	3' x 11'	33	7.5" x 1'	7.5	7.5" x 1' x 1'	7.5	7.5' x 3'	7.5	11' x 2'	9	22' 6" x 6'	36				
			7.5" x 1'	7.5					11' x 2'							
2 Padukka	2.4" x 13'	30			7.3" x 2".6'		18' 3" x 5'.6"	16.5								
Kurunagala																
3 Nikawaratiya	3' x 9'.6"	28.5			7' x 3'		21' 3' x 3'.6"	10.5								
Puttalam																
4 Lunuwila	2.4" x 10'.6"	24.5	8'.6" x 2'	17	8'.6" x 2'	17	3' x 4'	12								
Jaffna																
5 Kondaweli	2.4" x 16'	37	7' x 3'	21	7' x 3'	21	3' x 10'	30							41	
6 Malakkam	2.4" x 8'	19	7.6" x 1'.6"	11	7.6" x 1'.6"	11							3' x 7'	21	32	
													1' x 7'	7		
Anuradapura																
7 Mihintale	3' x 13'	39	6' x 1.3"	7.5	6' x 1.3"	7.5	2'.6" x 5'	12.5							35	
Matale																
8 Galewela	2.4" x 16'	37	6'.5" x 3'	19	6'.5" x 3'	19	2' x 6'	12								
							2' x 2'	4								
							2' x 6'	12								
Monaragala																
9 Hathpooruwa	2.4" x 9'	21	7.6" x 3'	23	7.6" x 3'	23	3' x 3'	9							30	
Badulla																
10 Anda Ujpatha	2.4" x 6'	14					3' x 3'	9					1' x 6'	6		
Batticalou																
11 Akkareipattu	2.4" x 12'.6"	29	9' x 3'	27	9' x 3'	27	2'.6" x 4'.6"	10	10' x 3'	30	6' x 6'	36				

CHAMARA KALUM

Locations List

No	District	Location	Qty/Fabricating
01	Colombo	1. Fort	2
		2. Padukka	
02	Kurunegala	3. Nikaweratiya	1
03	Puttalam	4. Lunuwila	1
04	Jaffna	5. Kondaweli	2
		6. Malakkam	
05	Anuradhapura	7. Mihintale	1
06	Matale	8. Galewela	1
07	Monaragala	9. Hathporuwa	1
08	Badulla	10. Anda Ulpatha	1
09	Batticalou	11. Akkareipattu	4
		12. Kalmunei	
		13. Nawakkadu	
		14. Valachchenei	
10	Polonnaruwa	15. Polonnaruwa	2
		16. Diyabeduma	
11	Kandy	17. Madamahanuwara	2
		18. Aranayaka	
12	Kegalla	19. Warakapaola	1
13	Hambanthota	20. Thissamaharamaya	2
		21. Katuwana	
14	Matara	22. Waligama	1
15	Gampaha	23. Heiyantuduwa	2
		24. Baddegama	
16	Monaragala	25. Atelewewa	1
Total			25

.....
Signature with seal

To be filled by the bidder

Bidders Information schedule

Company Name :-.....
Company Address :-.....
Tele phone No :-.....
Nature of the business :-.....

Workshop Details:

Address :-.....
Staff Details :-.....
Equipment Used :-.....
.....
.....

Customer List

Name	Contact No	Value (Rs)
.....
.....
.....
.....
.....
.....

Similar work done details for last 2 years:

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

Per day branding capacity :-.....

Bidder time line (Time schedule) to be submitted along with the bid for 200 Nos

.....
Signature (with seal) Date



Section V

Bid Submission Form

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

To: *Development Lotteries Board,
No.356, Dr. Colvin R De Silva Mawatha,
Union Place,
Colombo 02.*

Date:

We, the undersigned, declare that:

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

Signed :

Name :

Designation :

Name of the Bidder:
.....

Date :



(to be filled by the bidders)
Price Schedule of Fabrication of Lottery Outlets

Description		Quantity	Rate per Sqft	Amount
All advertisement board should be fabricated according to the following details / instructions. <ul style="list-style-type: none"> • Make a frame 1 inch x 1 inch steel box bar • Cover with steel sheets rate including good quality sticker complete with approved DLB logo and detail. • Make with pop revert necessary places properly. • All steel frame complete with welding and good finished • Horizontal and vertical frame fixed with 1 inch x 1 inch extra box bar with welding • All complete board fixing with extra steel support according to the site condition as per instruction. • All steel member paint with Q D primer black colour. • All outer frame complete with 1 inch x 1 inch aluminum angel (Bronze colour) • (All works according to the plan and as per instructions) 				
1	According to the detail A 1	628 (SQFT)		
2	According to the detail A 2	391 (SQFT)		
3	According to the detail A 3	405 (SQFT)		
4	According to the detail B	262 (SQFT)		
5	According to the detail C	236 (SQFT)		
6	According to the detail D	180 (SQFT)		
7	According to the detail E	34 (SQFT)		
8	Necessary main GI pipe (Heavy duty) according to the plan and site condition. (All steel member paint with Q D primer black colour and excavation with concrete pad according to the detail.)	456 (LF)		
Total				

Note - All rates including material, labour, transport and others complete with following DLB authorized officers' instructions and payment measure and pay.

Bidder Should submit bid prices on district basis. Rates will be applicable for any location in the district mentioned in the price schedule.

- (Bidder's preferers to be noted in the Annex 01)
- Vat registration no : -

Name of Bidder : Signature of Bidder
 (With seal)



Section VI.

SPECIMEN FORM OF BID SECURITY

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

Beneficiary: ----- [insert (by PE) name and address of Employer/Purchaser]

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

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

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

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

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

At the request of the Bidder, we ----- [insert name of issuing agency] hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of ----- [insert amount in figures] ----- [insert amount in words] upon receipt by us of your first demand in writing accompanied by a written statement stating that the Bidder is in breach of its obligation(s) under the bid conditions, because the Bidder:

- (a) has withdrawn its Bid during the period of bid validity specified; or
- (b) does not accept the correction of errors in accordance with the Instructions to Bidders (hereinafter "the ITB") of the IFB; or
- (c) having been notified of the acceptance of its Bid by the Employer/Purchaser during the period of bid validity, (i) fails or refuses to execute the Contract Form, if required, or (ii) fails or refuses to furnish the Performance Security, in accordance with the ITB.

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

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

.....

[Signature of authorized representative(s)]

Section VII.

SPECIMEN FORM OF PERFORMANCE BANK GUARANTEE

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

Beneficiary: ----- [Name and Address of Employer] -----

Date: -----

PERFORMANCE GUARANTEE No.: -----

We have been informed that ----- [name of Contractor/Supplier] (hereinafter called "the Contractor") has entered into Contract No. ----- [reference number of the contract] dated ----- with you, for the ----- [insert "construction"/ "Supply"] of ----- [name of contract and brief description of Works] (hereinafter called "the Contract").

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

At the request of the Contractor, we ----- [name of Agency] hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of ----- [amount in figures] (-----) [amount in words], such sum being payable in the types and proportions of currencies in which the Contract Price is payable, upon receipt by us of your first demand in writing accompanied by a written statement stating that the Contractor is in breach of its obligation(s) under the Contract, without your needing to prove or to show grounds for your demand or the sum specified therein.

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

[signature(s)]

