



BIDDING DOCUMENT

PROCUREMENT OF GOODS UNDER THE NATIONAL COMPETITIVE BIDDING

Invitation for Bid for

**Designing, Printing and Supply of Seedling Certification
Tags (STICKERS)**

CRI/2024/NCB/42



Coconut Research Institute of Sri Lanka

Issued to: -

Receipt Number

Date :

Signature of Issuing Officer

Table of Contents

Volume I

	<u>Pages</u>
➤ <u>Section - I</u> Instructions to Bidders (ITB)	4-19
➤ <u>Section – VI</u> Conditions of Contract (CC)	20-33
➤ <u>Section – VIII</u> Contract Forms	
• Contract Agreement	34, 35
• Performance Security	36

Volume II

➤ <u>Section –II</u> Bidding Data Sheet	38-39
➤ <u>Section – III</u> Evaluation and Qualification Criteria	40
➤ <u>Section – IV</u> Bidding Forms	41
• Bid Submission form	42, 43
• Bid Guarantee	44
➤ <u>Section – V</u> Schedule of Requirements	
• List of Goods & Delivery	46
• Technical Specifications / Price Schedule	48-58
➤ <u>Section – VII</u> Contract Data	59

Section II

Bidding Data Sheet (BDS)

The following specific data for the goods to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB). Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

ITB Clause Reference	A. General
ITB 1.1	The Purchaser is: Coconut Research Institute of Sri Lanka
ITB 1.1	The name and identification number of the Contract are: CRI/2024/NCB/42 The number, identification and names of the lots comprising this procurement are: Invitation for bid for Designing, Printing and Supply of Seedling Certification Tags (STICKERS)
ITB 2.1	The source of funding is: Self Finance
ITB 4.4¹	Foreign bidders <i>are allowed to participate in bidding. Allowed through local agents</i>
	B. Contents of Bidding Documents
ITB 7.1	For <u>Clarification of bid purposes</u> only, the Purchaser's address is: Attention: The Chairperson, Department of Procurement Committee Address: Coconut Research Institute of Sri Lanka, Bandirippuwa Estate, Lunuwila 61150, Sri Lanka Telephone: 94 (0)31-2255300 Fax number: 94 (0)31-2257391 Electronic mail address: director@cri.gov.lk
	C. Preparation of Bids
ITB 11.1	<u>The bidder should submit the following additional documents:</u> 1. Valid certificate of registration obtained from the Registrar of Public Contracts, as prescribed in Public Contract Act, No. 3 of 1987, if the contract exceeds five Million rupees. 2. Last 3 years' experience in supply of similar items with names of institution, division, contact person and telephone numbers should be provided. (Providing wrong/unnecessary information may be a reason for the rejection of the bid)
	Bid document should be arranged in the following order by the supplier. a. Copy of Certificate of Incorporation b. Valid certificate of registration obtained from the Registrar of Public Contracts c. Bid submission form d. Bid Security e. Duly completed Delivery Schedule

	f. Duly completed Price schedule **Failure to provide above information may be a reason for the rejection of the bid
ITB 18.1 (b)	After sales service is: “not required”
ITB 19.1²	The bid shall be validity until: 60 days from the bid closing
ITB 20.2	Bid shall include “Bid Security” using the form included in Section IV Bidding Forms. The amount of the Bid Security shall be: Rs.90,000.00 <i>The validity period of the bid security shall be until: 91 days beyond the bid closing</i>
	D. Submission and Opening of Bids
ITB 22. 1 (a)	Completed set of bids or parcel should be sealed and submitted in duplicate separately and should be posted under registered cover or placed in the Bid box kept in the following address.
ITB 22.2 (c)	The inner and outer envelopes shall bear the following identification marks: Invitation for bid for “Designing, Printing and Supply of Seedling Certification Tags (STICKERS)”
ITB 23.1	For bid submission purposes, the Purchaser’s address is: Attention: The Chairperson, Department of Procurement Committee Address: Coconut Research Institute of Sri Lanka, Bandirippuwa Estate, Lunuwila 61150, Sri Lanka The deadline for the submission of bids is: Date: 26.06.2024 Time: 01.00 p. m.
ITB 26.1	The bid opening shall take place at: Address: Head Office, Establishment Unit, Coconut Research Institute of Sri Lanka, Bandirippuwa, Lunuwila 61150, Sri Lanka Date: 26.06.2024 Time: 01.00 p. m.
	E. Evaluation and Comparison of Bids
ITB 35.5	Bidders “shall not” be allowed to quote for one or more lots. Alternative bids shall not be considered according to the ITB 13

Section III

Evaluation and Qualification Criteria

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

Post qualification criteria

1. Financial capability to supply goods
2. Past experience in supply of similar type of items in Sri Lanka over the period of last 3 years
3. Should be able to supply within 30 days when initiated by this office.

Inspections and Tests

1. Printing material should be self-adhesive PVC (Poly Vinyl Chloride); ***Sample materials should be attached to the quotation.***
2. Sample materials supplied by the bidder shall be analyzed at the laboratory of Industrial Technical Institute if decided by the TEC of CRI.
3. Approved sticker material by the TEC of CRI ((Poly Vinyl Chloride) should be used for the final product.
4. Printing technique should be screen printing using PVC ink.
5. Material and printing should have a minimum of 02 years of shelf-life.
6. The sticker size is **18 cm in length and 1.5 cm wide** (*Specifications: Pages 48-57*).
7. The fonts and font sizes which should be used, mentioned in specifications (*Pages 48-57*)
8. Printing of letters and the crest (Logo) should be clear.
9. The color code of each sticker type is specific to that type (*specifications: Pages 48-57*).
10. Material quality of final product shall be analyzed at the laboratory of Industrial Technical Institute if decided by the TEC and any mismatching to the required specifications (printing material, printing quality and clarity) will cause the rejection of the total order.
11. All the rejected stickers will not be returned to the supplier and will destroy in front of the purchaser, supplier, and the relevant officers of the CRI.
12. Completed order (Stickers) should be supplied as bundles of 100 stickers and packed with a rubber band.
13. The total amount of stickers supplied will count according to the weight measuring system. (Based on the weight of 25 sticker bundles)

List of Goods and Delivery Schedule

Line Item No	Description of Goods	Qty	Unit	Final (Project Site) Destination as specified in BDS	Delivery Date	
					Delivery Period	Bidders offered Delivery date [to be provided by the bidder]
1	CRIC 60 Stickers	300,000	Nos	Coconut Research Institute, Bandirippuwa Estate, Lunuwila 61150 Sri Lanka	30 Days	
2	CRIC 65 Stickers	150,000	Nos		30 Days	
3	Moorock Tall Stickers	100,000	Nos		30 Days	
4	Kapsuwaya Stickers	7,500	Nos		30 Days	
5	Kapsetha Stickers	2,500	Nos		30 Days	
6	CRISL 98 Stickers	7,500	Nos		30 Days	
7	CRISL 2020 Stickers	3,000	Nos		30 Days	
8	Kapruwana (CPL) Stickers	7,500	Nos		30 Days	
9	CRIC65 (CCB) Stickers	15,000	Nos		30 Days	
10	CRIC65 (CIC) Stickers	10,000	Nos		30 Days	

Signature of the Bidder with company Seal

**TECHNICAL SPECIFICATIONS
& PRICE SCHEDULE
FOR
DESIGNING, PRINTING & SUPPLY
OF
SEEDLING CERTIFICATION TAGS (STICKERS)**

1. Specification for "CRIC 60" Seedling Certification Stickers

	Font Name	Font Size	Line Spacing
01	ஃ. ஂர். ஂஃ. ஃ 60 Font Name – FMEmanee	Font size - 11	ஃ. ஂர். ஂஃ. ஃ 60 ஃ. ஂர். ஂ. ஃ. 60 CRIC 60 Line Space - 0.75 pt
	ஃ. ஂர். ஂ. ஃ. 60 Font Name - Hindolam	Font size - 11	
	CRIC 60 Font Name - Arial (Bold)	Font size - 10	
02	ஂஃஃஃஃ ஂஂஃஃ ஂஃ ஂஃ Font Name – FMSamantha	Font size - 08	ஂஃஃஃஃ ஂஂஃஃ ஂஃ ஂஃ ஂஃஃஃஃஃஃஃஃஃஃஃ ஂஃஃஃஃஃஃஃஃஃஃஃ CERTIFICATE SEEDLINGS Line Space - 0.5 pt
	ஂஃஃஃஃஃஃஃஃஃஃஃ ஂஃஃஃஃஃஃஃஃஃஃஃ Font Name – Hindolam	Font size - 08	
	CERTIFIED SEEDLINGS Font Name - Arial (Bold)	Font size - 07	

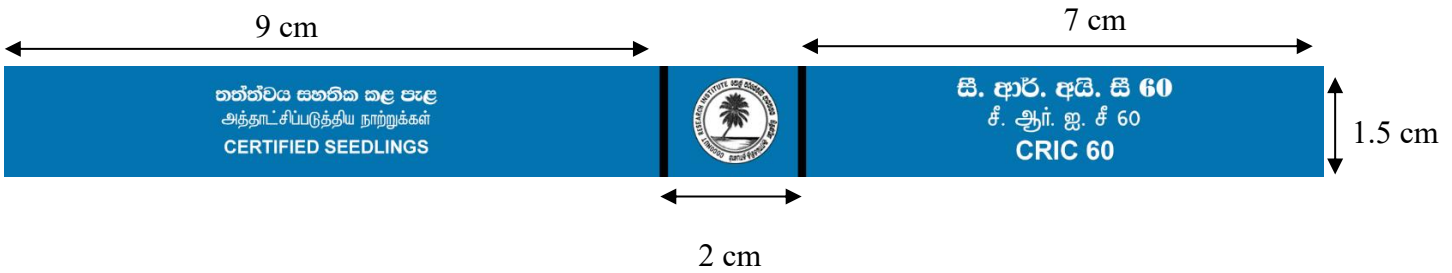
Color



Weight - 1.15 cm
Height - 1.15 cm



HEX: #2596be
CMYK: 97, 23, 0, 35



2. Specification for "CRIC 65" Seedling Certification Stickers

	Font Name	Font Size	Line Spacing
01	සී. ආර්. අයි. සී. 65 Font Name - FMEmanee	Font size - 11	සී. ආර්. අයි. සී. 65 சீ. ஆர். ஐ. சீ. 65 CRIC 65 Line Space - 0.75 pt
	சீ. ஆர். ஐ. சீ. 65 Font Name - Hindolam	Font size - 11	
	CRIC 65 Font Name - Arial (Bold)	Font size - 10	
02	නන්විය සහතික කළ පළා Font Name - FMSamantha	Font size - 08	නන්විය සහතික කළ පළා அத்தாட்சிப்படுத்திய நாற்றுக்கள் CERTIFICATE SEEDLINGS Line Space - 0.5 pt
	அத்தாட்சிப்படுத்திய நாற்றுக்கள் Font Name - Hindolam	Font size - 08	
	CERTIFIED SEEDLINGS Font Name - Arial (Bold)	Font size - 07	

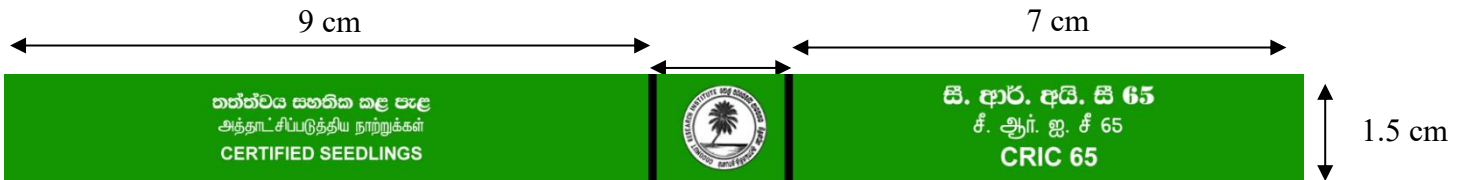
Color



Weight - 1.15 cm
Height - 1.15 cm



HEX: #018706
CMYK: 99%, 0%, 96%, 47%



3. Specification for “MOOROCK TALL” Seedling Certification Stickers

	Font Name	Font Size	Line Spacing
01	மோரோக் டீஸ Font Name - FMEmanee	Font size - 11	மோரோக் டீஸ மோறொக் நெட்டை MOOROCK TALL Line Space - 0.75 pt
	மோறொக் நெட்டை Font Name - Hindolam	Font size - 11	
	MOOROCK TALL Font Name - Arial (Bold)	Font size - 10	
02	தன்தீவச சகலிக கல பல Font Name - FMSamantha	Font size - 08	தன்தீவச சகலிக கல பல அத்தாட்சிப்படுத்திய நாற்றுக்கள் CERTIFICATE SEEDLINGS Line Space - 0.5 pt
	அத்தாட்சிப்படுத்திய நாற்றுக்கள் Font Name - Hindolam	Font size - 08	
	CERTIFIED SEEDLINGS Font Name - Arial (Bold)	Font size - 07	

Color

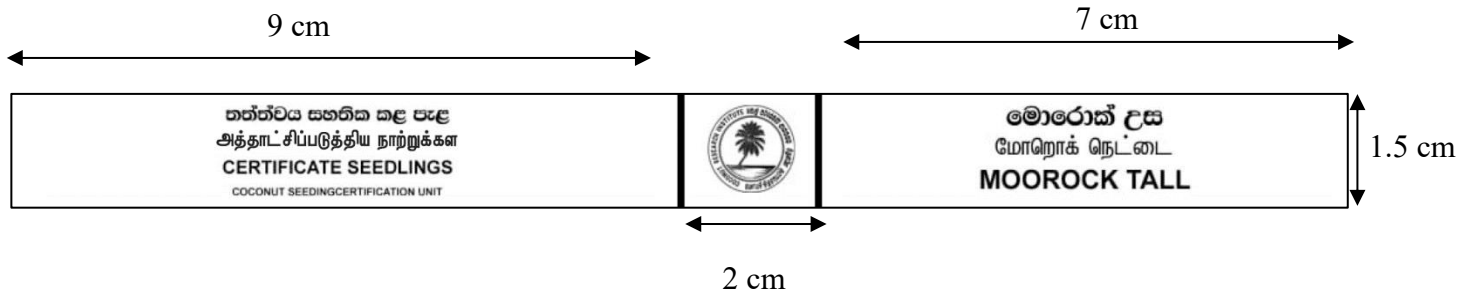


Weight - 1.15 cm

Height - 1.15 cm



HEX: #FFFFFF
CMYK: 0, 0, 0, 0



4. Specification for “KAPSUWAYA” Seedling Certification Stickers

	Font Name	Font Size	Line Spacing
01	கைச்சுவை Font Name – FMEmanee	Font size - 11	கைச்சுவை கைச்சுவை KAPSUWAYA
	கைச்சுவை Font Name - Hindolam	Font size - 11	
	KAPSUWAYA Font Name - Arial (Bold)	Font size - 10	Line Space - 0.75 pt
02	சான்றிதழ் சான்றிதழ் சான்றிதழ் Font Name - FMSamantha	Font size - 08	சான்றிதழ் சான்றிதழ் சான்றிதழ் சான்றிதழ் சான்றிதழ் சான்றிதழ் CERTIFICATE SEEDLINGS
	சான்றிதழ் சான்றிதழ் சான்றிதழ் Font Name - Hindolam	Font size - 08	
	CERTIFIED SEEDLINGS Font Name - Arial (Bold)	Font size - 07	Line Space - 0.5 pt

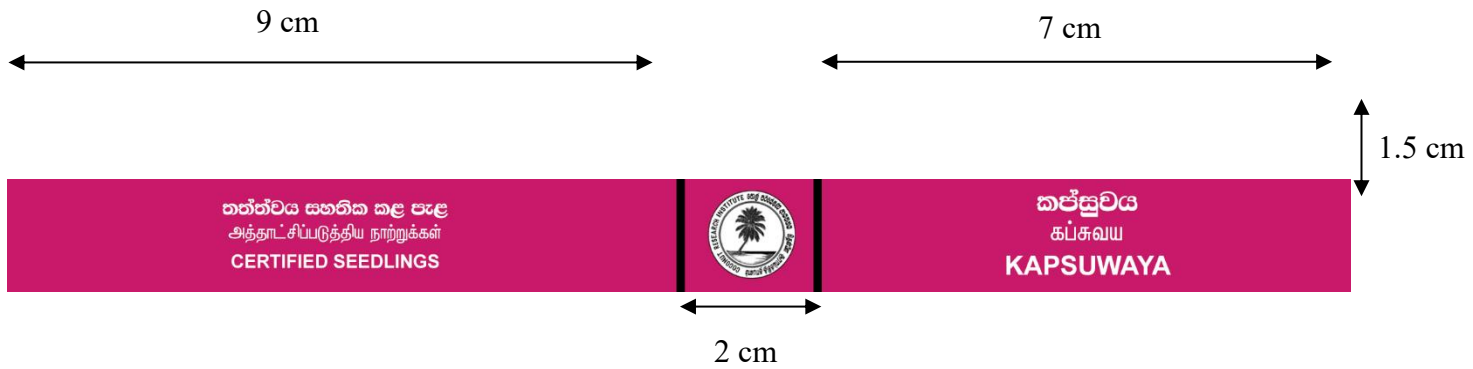
Color



Weight - 1.15 cm
Height - 1.15 cm



HEX: #e60579
8%, 47%, 10%



5. Specification for “KAPSETHA” Seedling Certification Stickers

	Font Name	Font Size	Line Spacing
01	கப்செத Font Name - FMEmanee	Font size - 11	கப்செத கப்செத KAPSETHA Line Space - 0.75 pt
	கப்செத Font Name - Hindolam	Font size - 11	
	KAPSETHA Font Name - Arial (Bold)	Font size - 10	
02	தனித்தனி சான்றிதழ் கட்டி Font Name - FMSamantha	Font size - 08	தனித்தனி சான்றிதழ் கட்டி அத்தாட்சிப்படுத்திய நாற்றுக்கள் CERTIFICATE SEEDLINGS Line Space - 0.5 pt
	அத்தாட்சிப்படுத்திய நாற்றுக்கள் Font Name - Hindolam	Font size - 08	
	CERTIFIED SEEDLINGS Font Name - Arial (Bold)	Font size - 07	

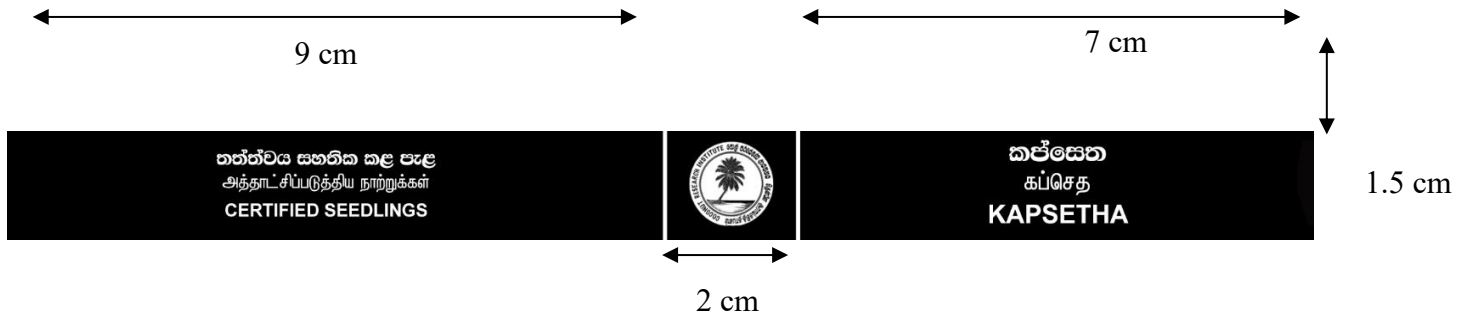
Color



Weight - 1.15 cm
Height - 1.15 cm



HEX: #000000
CMYK: 0%, 0%, 0%, 100%



7. Specification for "CRISL 2020" Seedling Certification Stickers

	Font Name	Font Size	Line Spacing
01	கி. ஈர். ஈடி. லீ. லீ. 2020 Font Name - FMEmanee	Font size - 11	கி. ஈர். ஈடி. லீ. லீ. 2020 ↑ கீ. ஆர். ஐ. எஸ். எல். 2020 CRISL 2020 Line Space - 0.75 pt
	கீ. ஆர். ஐ. எஸ். எல். 2020 Font Name - Hindolam	Font size - 11	
	CRISL 2020 Font Name - Arial (Bold)	Font size - 10	
02	தன்வீல சதவிக கல பல Font Name - FMSamantha	Font size - 08	தன்வீல சதவிக கல பல ↑ அத்தாட்சிப்படுத்திய நாற்றுக்கள் CERTIFICATE SEEDLINGS ↓ Line Space - 0.5 pt
	அத்தாட்சிப்படுத்திய நாற்றுக்கள் Font Name - Hindolam	Font size - 08	
	CERTIFIED SEEDLINGS Font Name - Arial (Bold)	Font size - 07	

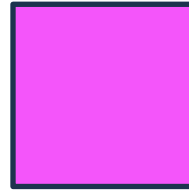


Weight - 1.15 cm

Height - 1.15 cm

2%

Color



HEX: #f455fa

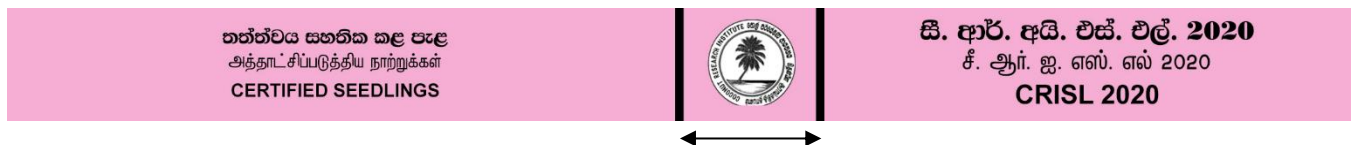
CMYK: 2%, 66%, 0%,

9 cm

7 cm

1.5 cm

2 cm



8. Specification for “KAPRUWANA (C.P.L)” Seedling Certification Stickers

	Font Name	Font Size	Line Spacing
01	கைர்லன (C.P.L) Font Name - FMEmanee	Font size - 11	கைர்லன (C.P.L) கப்றுவன (C.P.L) KAPRUWANA (C.P.L) Line Space - 0.75 pt
	கப்றுவன (C.P.L) Font Name - Hindolam	Font size - 11	
	KAPRUWANA (C.P.L) Font Name - Arial (Bold)	Font size - 10	
02	தன்வலச கலநல கல சல Font Name - FMSamantha	Font size - 08	தன்வலச கலநல கல சல அத்தாட்சல்படுத்தல் நாற்றுக்கள் CERTIFICATE SEEDLINGS Line Space - 0.5 pt
	அத்தாட்சல்படுத்தல் நாற்றுக்கள் Font Name - Hindolam	Font size - 08	
	CERTIFIED SEEDLINGS Font Name - Arial (Bold)	Font size - 07	

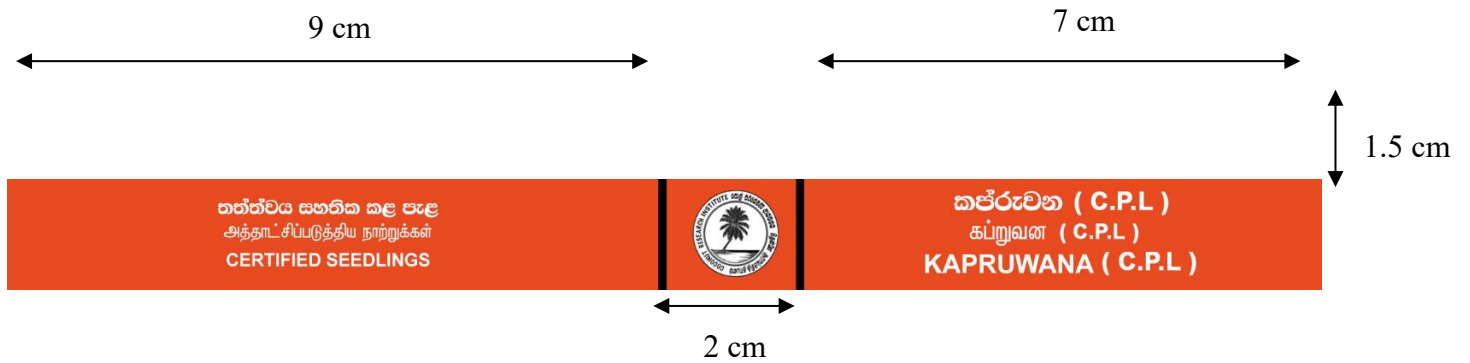


Weight - 1.15 cm
Height - 1.15 cm

Color



HEX: #ff5703
CMYK: 0%, 66%, 99%, 0%



9. Specification “CRIC 65 (C.C.B)” Seedling Certification Stickers

	Font Name	Font Size	Line Spacing
01	ஃ. ஂர். ஂடி. ஃ 65 (C.C.B) Font Name - FMEmanee	Font size - 11	ஃ. ஂர். ஂடி. ஃ 65 (C.C.B) ↑ ஃ. ஂர். ஂடி. ஃ 65 (C.C.B) CRIC 65 (C.C.B) ↓ Line Space - 0.75 pt
	ஃ. ஂர். ஂடி. ஃ 65 (C.C.B) Font Name - Hindolam	Font size - 11	
	CRIC 65 (C.C.B) Font Name - Arial (Bold)	Font size - 10	
02	ஂர். ஂடி. ஃ 65 (C.C.B) Font Name - FMSamantha	Font size - 08	ஂர். ஂடி. ஃ 65 (C.C.B) ↑ ஂர். ஂடி. ஃ 65 (C.C.B) CERTIFICATE SEEDLINGS ↓ Line Space - 0.5 pt
	ஂர். ஂடி. ஃ 65 (C.C.B) Font Name - Hindolam	Font size - 08	
	CERTIFIED SEEDLINGS Font Name - Arial (Bold)	Font size - 07	

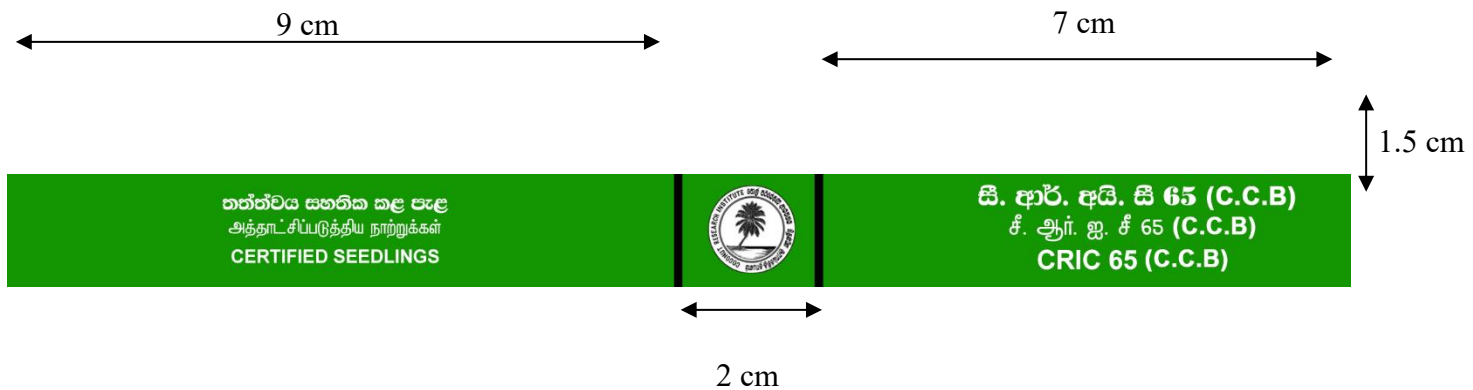


Weight - 1.15 cm
Height - 1.15 cm

Color



HEX: #018706
CMYK: 99%, 0%, 96%, 47%



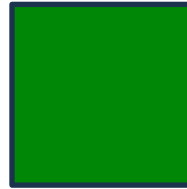
10. Specification for “CRIC 65 (C.I.C)” Seedling Certification Stickers

	Font Name	Font Size	Line Spacing
01	ஃ. ஂர். ஂடி. ஃ 65 (C.I.C) Font Name - FMEmanee	Font size - 11	ஃ. ஂர். ஂடி. ஃ 65 (C.I.C) ↑ ஃ. ஂர். ஂடி. ஃ 65 (C.I.C) CRIC 65 (C.I.C) ↓ Line Space - 0.75 pt
	ஃ. ஂர். ஂடி. ஃ 65 (C.I.C) Font Name - Hindolam	Font size - 11	
	CRIC 65 (C.I.C) Font Name - Arial (Bold)	Font size - 10	
02	ஂர். ஂடி. ஃ 65 (C.I.C) Font Name - FMSamantha	Font size - 08	ஂர். ஂடி. ஃ 65 (C.I.C) ↑ ஂர். ஂடி. ஃ 65 (C.I.C) CERTIFICATE SEEDLINGS ↓ Line Space - 0.5 pt
	ஂர். ஂடி. ஃ 65 (C.I.C) Font Name - Hindolam	Font size - 08	
	CERTIFIED SEEDLINGS Font Name - Arial (Bold)	Font size - 07	



Weight - 1.15 cm
Height - 1.15 cm

Color



HEX: #018706
CMYK: 99%, 0%, 96%, 47%

