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தேசிய கணக்காய்வு அலுவலகம்

NATIONAL AUDIT OFFICE



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30th
August 2024

Minutes of the Pre-Bid Meeting

PROCUREMENT OF FIFTY (50) NUMBERS OF LAPTOP COMPUTERS
Public Financial Management Strengthening (PFMS) Project.

REF. No: LK-NAOSL-439796-GO-RFB

Venue: Room No. 512, 5th Floor, National Audit Office, Polduwa Road, Battaramulla.

Time: at 10.00 a.m. on 27th August 2024.

Participation:

Following officials participated from the Purchaser's side:

1. Mrs. W.M.P.A. Fonseka (Senior Deputy Auditor General)
2. Mr. H.M.U.S.A. Wijekoon (Deputy Auditor General)
3. Mrs. N. Fernando (Chief Accountant)
4. Mr. D.K.K. Weerasekara (Dept. of Census and Statistics)
5. Mrs. Himalie Karunapala (Consultant-Procurement – PFMS Project)

Participants from following firms were represented:

- 1.. M/S. Metropolitan Technologies (Pvt) Ltd
2. M/S. A Tech Technology Solutions (Pvt) Ltd
3. M/S. Abans PLC
4. M/S. Suhada Computers
5. M/S. John Keels Office Automation (Pvt) Ltd
6. M/S. Ceylon Business Appliances (Pvt) Ltd
7. M/S. Liyakta Office Systems (Pvt) Ltd
8. M/S. VS Information Systems (Pvt) Ltd
9. M/S. Trident Cooperation
10. M/S. Data Management Services (Pvt) Ltd
11. M/S. S.M.A. Technologies (Pvt) Ltd



Introduction:

The Consultant-Procurement of the PFMS project welcomed all the participants on behalf of the PFMS Project. She briefly explained that the meeting is arranged with the purpose to clarify unclear areas on the issued Bidding Document and to make necessary clarifications enable all parties to prepare more substantial responsive bids.

Further she added, that the issued bidding document is based on the Government of Sri Lanka Standard Bidding Document on procurement of goods. It modified including the World Bank's Anti-corruption Policy and further two clauses on "Eligibility of Bidders and Eligibility of Goods and Related Services" will be incorporated in to the ITB as Clause 4 and 5 respectively. She informed that the Addenda to the Bidding Document will be shared with all the bidders who purchased the Bidding Documents within few days and requested all bidders to fill and submit the "Amended Bid Submission and other related formats" which will be issued with the Addenda.

The representatives of the bidders were informed that the laptop computers are essential for the upcoming training programs and delivery of items within the given period is important.

Please refer the Annexure 1 for answers of the questions raised at the meeting

Signed by,



Deputy Auditor General

W.M.P.A. Fonseka
Deputy Auditor General
National Audit Office

Annexure 1. Questions raised at the meeting and answers

**PROCUREMENT OF FIFTY (50) NUMBERS OF LAPTOP COMPUTERS
Public Financial Management Strengthening (PFMS) Project.**

REF. No: LK-NAOSL-439796-GO-RFB

Q. No.	BD Clause Ref. No./Page No	Questions	Answers
1	Section V. Schedule of Requirement- 1. List of Goods and Delivery Schedule. Pg.32	Delivery period: Few parties explained that the specified laptop computers in i7 is not readily available, to be imported and given delivery period of sixty (60) days is not sufficient. Requested to extend the delivery period by at least 15 days.	Agreed to amend the delivery period as follows: Latest Delivery Date-75 days
2	Detailed Technical Specifications and Standards. Pg.34	No. 4. Form Factor: According to the Bidding Document, it should be specified by the bidder. Few parties explained that it's better to specify by the Purchaser as "Business Note Book" which is more suitable for corporate use than consumer laptop computers.	Form factor can be business.
3		No. 6. Base Frequency 2.9 GHz or Higher (Actual clock speed) Participants explained that 2.9 GHz is available in Desktop computers and not available in laptop computers. Requested to amend as "Maximum Turbo Boost up to 5.0 GHz"	Agreed
4		No. 5. Processor: Intel Core i7 13th Generation Processor Requested to amend as "Intel Core i7 13th or Higher Generation Processor	We have given the minimum requirement as i7 13 th Gen. The bidders are free to provide higher specifications. No

			amendment is needed.
5	Pg.35	<p>17. Inbuilt Camera-1080p HD Camera or better</p> <p>Participants explained that the given specification is not a standard specification and price will be high and requested to amend as "720p" which is the standard Pixel.</p>	Amended to 720p HD Camera or better
6	Pg.36	<p>25. Productivity Software: Microsoft office 2021 Home & Business Genuine</p>	Added (OEM License)
7	Pg.27	<p>PRICE SCHEDULE Operating System- Genuine Windows 11 Pro Licenses</p>	(OEM License)
8	Pg.33	<p>List of Related Services and Completion Schedule 2. After sale Services</p> <p>Whether the annual service and maintenance charges will be taken in to account at the bid evaluation.</p>	No
9	Pg.21	<p>DATA SHEET-ITB 43.1 Performance Security- beyond 28 days from the entire warranty period.</p> <p>The participants requested to amend the clause as "beyond 28 days from the date of delivery" instead of entire warranty period. Since it increases the cost of the goods.</p>	Yes

**Addenda No. 1 dated 30th August, 2024
to the Bidding Document No. LK-NAOSL-439796-GO-RFB**

FOR

PROCUREMENT OF FIFTY (50) NUMBERS OF LAPTOP COMPUTERS

Clause No/ Page No.	Amendment
ITB 4	<p>Add the following to ITB 4:</p> <p>4.5 A Bidder, and all parties constituting the Bidder, may have the nationality of any country, subject to the restrictions specified in Section IX, Eligible Countries. A Bidder shall be deemed to have the nationality of a country if the Bidder is a citizen or is constituted, incorporated, or registered and operates in conformity with the provisions of the laws of that country. This criterion shall also apply to the determination of the nationality of proposed subcontractors or suppliers for any part of the Contract including Related Services.</p> <p>4.6 A Bidder that is under a declaration of ineligibility by the Bank in accordance with ITB Clause 3, at the date of contract award, shall be disqualified. A list of firms debarred from participating in World Bank projects is available at http://www.worldbank.org/debarr</p> <p>4.7 A firm that has been determined to be ineligible by the Bank in relation to the Bank Guidelines on Preventing and Combating Fraud and Corruption in Projects Financed by IBRD Loans and IDA Credits and Grants shall be not be eligible to be awarded a contract.</p> <p>4.8 Government-owned enterprises in Sri Lanka shall be eligible only if they can establish that they</p> <ul style="list-style-type: none">(i) are legally and financially autonomous,(ii) operate under commercial law, and(iii) are not a dependent agency of the Purchaser. <p>4.9 Bidders shall provide such evidence of their continued eligibility satisfactory to the Purchaser, as the Purchaser shall reasonably request.</p>



<p>ITB 5</p>	<p>Add the following to ITB 5:</p> <p>5.2 All the Goods and Related Services to be supplied under the Contract and financed by the Bank may have their origin in any country in accordance with Section IX, Eligible Countries.</p> <p>5.3 For purposes of this Clause, the term “goods” includes commodities, raw material, machinery, equipment, and industrial plants; and “related services” includes services such as insurance, installation, training, and initial maintenance.</p> <p>5.4 The term “origin” means the country where the goods have been mined, grown, cultivated, produced, manufactured or processed; or, through manufacture, processing, or assembly, another commercially recognized article results that differs substantially in its basic characteristics from its components.</p>
<p>ITB 6.1</p>	<p>Add the following Section to ITB 6.1, Volume 2: Volume 2</p> <ul style="list-style-type: none"> • Section IX. Eligible Countries <p style="text-align: center;">Eligibility for the Provision of Goods, Works and Services in Bank-Financed Procurement</p> <p>In accordance with Para 3.21 of the Procurement Regulations for IPF Borrowers: Procurement in Investment Project Financing, dated September, 2023, the Bank permits firms and individuals from all countries to offer goods, works and services for Bank-financed projects. As an exception, firms of a Country or goods manufactured in a Country may be excluded if:</p> <ol style="list-style-type: none"> i. as a matter of law or official regulation, the Borrower’s country prohibits commercial relations with that country, provided that the Bank is satisfied that such exclusion does not preclude effective competition for the supply of Goods, Works, Non-consulting Services, or for the procurement of Consulting Services. When the procurement is implemented across jurisdictional boundaries (more than one country is involved in the procurement), exclusion of a firm or individual on this basis by one country may be applied to that procurement across other countries involved if the Bank, and all the Borrowers involved in that procurement, agree; or ii. by an act of compliance with a decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations, the Borrower’s country prohibits any import of Goods from, or payments to, a particular country, person, or entity. When the Borrower’s country prohibits payments to a particular firm or for particular Goods by such an act of compliance, that firm may be excluded.
<p>ITB 6.3</p>	<p>Add the following to ITB 6.3</p> <p>6.3 The Purchaser is not responsible for the completeness of the Bidding Documents and their addenda, if they were not obtained directly from the Purchaser.</p>

<p>ITB 17</p>	<p>Add the following to ITB 17:</p> <p>17.4 Standards for workmanship, process, material, and equipment, as well as references to brand names or catalogue numbers specified by the Purchaser in the Schedule of Requirements, are intended to be descriptive only and not restrictive. The Bidder may offer other standards of quality, brand names, and/or catalogue numbers, provided that it demonstrates, to the Purchaser's satisfaction, that the substitutions ensure substantial equivalence or are superior to those specified in the Schedule of Requirements.</p> <p>To establish the eligibility of the Goods and Related Services in accordance with ITB Clause 5, Bidders shall complete the country-of-origin declarations in the Price Schedule Forms, included in Section IV, Bidding Forms.</p>
<p>DATA SHEET- ITB 43.1</p>	<p>The percentage of Performance Security is 10% of the contract value. It should be obtained from a commercial bank approved by the Central Bank of Sri Lanka) in the format given in Section IV Bidding Forms covering 28 days beyond the entire period of delivery.</p>
<p>Section IV. Bidding Forms - Bid Submission Form Pg 25</p>	<p>Replaced the Bid Submission Form with following clause:</p> <p>(a) Our firm, its affiliates or subsidiaries—including any subcontractors or suppliers for any part of the contract—has not been declared ineligible by the Bank, under the Purchaser's country laws or official regulations, in accordance with ITB Sub-Clause 4.5 to 4.8;</p> <p>Accordingly, the bidders should fill and submit the "Amended Bid Submission Form and the Bidder Information Form" attached hereto.</p>
<p>List of Goods and Delivery Schedule- PRICE SCHEDULE Pg -27 and List of Related Services and Completion Schedule -Pg 33</p> <p>Added OEM as follows:</p> <p>Laptop Computers -50 nos.</p> <p>Operating System- Genuine Windows 11 Pro Licenses (OEM) -50 nos.</p> <p>Microsoft Office 2021 Home & Business Genuine Licenses (OEM)-50 nos</p> <p>Latest Delivery Date extended by 15 days from 60 days to 75 days</p>	

Detailed Technical Specifications and Standards -Pg 34-36: Amended as follows:

4	Form Factor	Business
5	Processor	Intel Core i7 13th Generation Processor
6	Base Frequency	Maximum Turbo Boost up to 5.0 GHz
17	Inbuilt Camera	720p HD Camera or better
25	Productivity Software	Microsoft office 2021 Home & Business Genuine-OEM Licenses

Signed by,

W.M.P.A.
.....
Deputy Auditor General

W.M.P.A. Fonseka
Deputy Auditor General
National Audit Office