

**PROCUREMENT NOTICE INVITING TENDERS FOR PRINTING  
OF GEOLOGICAL AND MINERAL RESOURCES MAPS  
GEOLOGICAL SURVEY AND MINES BUREAU**

***Ministry of Environment  
Sri Lanka***

**INTRODUCTION**

The Chairman, Procurement Committee of the Geological Survey and Mines Bureau (hereinafter referred to as GSMBPC) invites tenders from institutions or companies and local agents of local or international tenders, having ability to print Geological and Mineral Resources maps in Sri Lanka.

(Please refer the Appendix-I for the size of the maps)

A major function of the GSMB is to prepare and publish different types of geologically important maps of the country. Under geological mapping programme and mineral exploration programs, **One (01) Geological Map, One (01) Mineral Resources Map, two (02) Quaternary Geology maps (1:50,000 Scale), and one (01) Provincial Mineral map** have been compiled using ArcMap.

The objective of the present tender is to identify a suitable institution or company capable for four colour offset printing of high quality coloured maps as par with or better than already published maps.

This document provides specifications and guidelines for awarding of the tenders for printing of Geological and Mineral Resources maps.

**CONDITIONS**

**General**

- 01.** All tenders should be on the tender forms provided by the GSMB. Tenders not submitted together with this form will be rejected.
- 02.** The Tender papers shall be filled-in, complete in all respects and shall be submitted together with required information and Appendices, if any. Any additional information that the bidder may wish to submit must be attached as an addendum.
- 03.** The Bidder's tender and any annotations or accompanying documentation shall be in English Language only. Supporting documents in any other language shall carry an English translation authenticated by an independent authority.
- 04.** Contact details of the bidders must include the complete mailing and e-mail address, phone and fax numbers, and the details of the authorized representative (s) of the bidder who would be submitting the bid on behalf of the bidder.

05. The bidder shall sign the Tender with the exact name and address of the firm, which is bidding for the tendered work.
06. The tender shall be signed by a duly authorized officer of the firm which is bidding for the tendered work, and in the case of a Corporation, seal, or otherwise appropriately executed under seal.
07. Any amendments or erasure should be authenticated by the tender with his full signature.
08. The Tender shall be kept valid for acceptance for a minimum period of 30 calendar days from the date of closing of Tender. If any bidder desires to offer a longer validity period, it should specifically be mentioned in the Tender.
09. Tender envelope should be sealed. The envelope should clearly be super scribed as “**CONFIDENTIAL**” and “**TENDER FOR PRINTING OF GEOLOGICAL AND MINERAL RESOURCES MAPS**”. The envelope should be addressed to The Chairman, Procurement Committee, Geological Survey and Mines Bureau, No.569, Epitamulla Road, Pitakotte, Sri Lanka. Bidders are requested to send their tender documents by hand, post or courier before the deadline.
10. GSMBTB reserves the right to reject any or all of the bids received in response to this invitation to tender without assigning any reasons whatsoever.

#### **Qualifications/Experience of the Bidders**

11. Bidders must be reputed companies and must have a minimum of three (3) years experience of printing dealing with compatible software and the hardware.
12. The software used for printing must suite the purpose of the printing geological maps, compiled by ArcMap.
13. Bidders must have a facility for four colour offset printing
14. Full details of previous service institutes, current service institutes, experience of trouble shooting, record of work, agreements entered into with various companies, and etc. should be attached separately with the bid.

#### **Quotation of prices**

15. Bidders shall set their price/quotations in firm and fixed figures and without qualifications. Each figure stated should also be repeated in words and in the event of discrepancy between the amount stated in figures and in words, the rates quoted in words shall be deemed to be the correct amount. If the space in the tender form is insufficient, additional pages shall be separately added. These pages shall be consecutively numbered and shall also be signed by the bidder.
16. Bidders shall be bound to keep the prices quoted firm without any escalation for any reasons whatsoever until they complete the work assigned by GSMBTB against this tender.
17. The prices shall be given in **Sri Lankan Rupees only.**
18. Ninety (90) % of price quoted will be made to the Contractor by GSMBTB within 45 days after the receipt of the invoices. The remaining 10% of the payment

would be made within three months of delivery, only after best satisfaction of GSMBPC based on successful implementation.

19. GSMBPC will not pay any additional charges other than those provided for, in the Tender.
20. The Tender shall be prepared by and at the cost of bidder. GSMBPC will not be responsible for any costs or expenses incurred by any bidder in connection with the preparation and delivery of his Tender or for any other expenses incurred in connection with such bidding.

### **Bid Bond and Performance Bond**

21. Bidders shall submit along with their Tender, a Bid Bond for a sum of equivalent of 1% of tender value, from a reputed Bank (scheduled bank in Sri Lanka or foreign bank operating in Sri Lanka), initially valid for 120 calendar days from the date of closing of the Tender. This Bid Bond in original shall be submitted along with bid. The Performance of Bank Guarantee for Bid Bond should be as given at **Appendix II**.

*A **Performance Bond** is Rs 5% of the value of the accepted offer, It should valid until 28 days after completion of work.*

### **Closing date**

22. Bids should be received from the bidders on or before 14:00 hrs. (Sri Lankan Standard Time), **03.11.2022**. Bids or modifications to the bids received after the closing date and time shall not be entertained. In case of any unscheduled holiday on the prescribed closing day of the Tender, the next working day will be treated as scheduled prescribed day of closing of the Tender.
23. GSMBPC will not be responsible for the loss of the Tender or for any delay in postal transit.
24. Tenders must not be lodged by fax/e-mail.
25. Tender Documents **MUST** be submitted complete in all respects. Incomplete bids, or those not conforming to any of the instructions provided in this Tender Document, would be considered rejected.

### **Modifications to bids**

26. The bidder shall make no modifications to the bids after the closing date unless specifically requested for, by GSMBPC. In case certain clarifications are sought by GSMBPC after opening of tenders, then the reply of the bidder should be restricted to the clarifications sought. Any bidder who modifies his bid (including a modification which has the effect of altering the value of his offer) after the closing date without specific reference by GSMBPC shall make himself liable to be debarred from this Tender.

## **Completion time**

27. The successful bidder must ensure that all aspects of the software and hardware are ready to commence the **printing maps** within 04 weeks period after offered the tender.

## **Evaluation of bids**

28. The bids will be opened on **03.11.2022** at 14:00 hrs. (SST) in the office of Geological Survey & Mines Bureau, Colombo in the presence of Authority staff and authorized representatives of bidders. Only the names of the bidders will be disclosed at the tender opening. The bids will be evaluated for prices, printing capabilities of the bidders on the basis of the technical information supplied by them.

29. The Contractor or Contractors will be selected on the basis of the following key criteria:

- Prices/rates offered
- Quality of service offered.

30. Any other matter, which arises at the time of evaluation, shall be decided by GSMBPC. The decision of GSMBPC shall be final and binding.

31. The successful bidder will execute an agreement with Geological Survey & Mines Bureau that he will abide by the stipulated Terms & Conditions in all respects including

1. The contract shall be interpreted in accordance with the laws of the Democratic Socialist Republic of Sri Lanka.
2. Any dispute controversy or claim arising out of or relating to the contract, or the breach terminate or invalidity thereof, if not amicably settled within 30 days of the first written notice there of being sent to one party by the other party, shall be referred to arbitration and Arbitration shall be held in Sri Lanka.

## **Payment of Duty and Tax**

32. Payment of all duties including Excise Duty and Customs Duty will be to the account of the successful bidder who shall become the Contractor.
33. A Performance Security is Rs 5% of the value of the accepted offer, It should valid until 28 days after completion of work

## APPENDIX II

### SPECIMEN FORM OF TENDER SECURITY (Bid Bond)

By this Bond

We.....  
(hereinafter called "the Bidder") and We (name of bank) whose registered office is at  
.....(hereinafter called "the Surety") are held and firmly  
bound unto .....  
..... (hereinafter called "the Authority") in the sum of  
.....for the payment of which sum the  
Bidder and the Surety bind themselves their successors and assigns jointly and severally  
by these presents.

**Whereas** the Authority has invited the Bidder and other person to complete tenders in  
similar terms for the marine geophysical surveys.....  
..... associated therewith (hereinafter  
called "the survey") and to submit the same for the consideration of the Authority, and the  
Bidder proposes to submit to the Authority a tender (hereinafter called "the Tender") in  
accordance with such invitation, the Bond shall provide security to the Authority that the  
Bidder will honour certain obligations to be undertaken by him in the Tender in  
accordance with the following conditions.

**Now the Conditions of this Bond are:**

- (a) that it shall remain in full force and effect until the earliest of
  - (i) (date), being 120 days from (submission date), the date stipulated by the Authority of the submission of tenders, or any prolongation of such date above notified to the Authority by the bidder and the Surety in writing;
  - (ii) In the event of acceptance of the Tender by the Authority, the date upon which the Bidder provides a performance security to the Authority in accordance with the terms of the contract thereby made between them, or
  - (iii) In the event of acceptance by the Authority of the tender for the Works from a third party, the date upon which such third party provides the relevant performance security.
- (b) Subject to this Bond being in full force and effect, the Surety shall pay the full amount specified in this Bond upon receipt of first written demand from the Authority stating that
  - (i) The Bidder has withdrawn his Tender during the validity of this Bond, or
  - (ii) The Bidder has failed to provide a performance security to the Authority in accordance with the terms of the contract between them upon acceptance of the Tender;

No alteration in the terms of the Tender, nor any forbearance or forgiveness in or in respect of any matter or thing concerning the Tender on the part of the Authority, nor any objection from the bidder shall in any way release the Surety from any liability under this Bond.

The benefit of this Bond shall not be assignable by the Authority upon its ceasing to be in full force and effect the Authority shall return the same to the Bidder.

This Bond shall be governed by the laws of Sri Lanka.

I executed as a Deed this ( ) day of ( ) 2022

For and on behalf of the Bidder

For and on behalf of the Surety

.....

Signed by.....

Signed by.....

In the capacity of.....

In the capacity of.....

and by.....

and by.....

In the capacity of.....

In the capacity of.....

Seal (where applicable)

Seal (where applicable)

### APPENDIX III

#### : Quotation Submission Form

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

Date :

To : The Geological Survey & Mines Bureau.

We, the undersigned, declare that:

- (a) We have examined and have no reservations to the document issued;
- (b) We offer to supply in conformity with the documents issued and in accordance with the Delivery Schedules specified in the Schedule of Requirements the following Goods[insert a brief description of the Goods ];
- (c) The total price of our quotation including any discounts offered is: [insert the total quoted price in words and figure];
- (d) Our quotation shall be valid for the period of time specified in ITV( C) Section 4, from the date fixed for quotation submission deadline in accordance with ITV Section D Sub-clause ( c ), and it shall remain binding upon us and may be accepted at any time before the expiration of the period;
- (e) We understand this quotation, together with your written acceptance thereof included in your notification of award, shall **constitute a binding contract between us.**
- (f) We understand that you are not bound to accept the lowest evaluated quotation or any other quotation that you may receive.

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

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

**APPENDIX IV**

**Performance Security**

[Note: the purchaser is required to fill the information marked as “\*” and delete this Note prior to selling of the bidding document]

[The issuing agency, as requested by the successful Bidder, shall fill in this form in Accordance with the instructions indicated]

----- [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 Supplier] (hereinafter called "the Supplier") has entered into Contract No. ----- [reference number of the contract] 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 the Contract, a Performance guarantee is required.

At the request of the Supplier, 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 completion date including the warranty period] and any demand For payment under it must be received buys at this office on or before that date.

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



## APPENDIX IV

### Contract Agreement

THIS CONTRACT AGREEMENT is made

the [ insert: number ] day of [ insert: month ], [ insert: year ].

BETWEEN

(1) [ insert complete name of Purchaser ], a [ insert description of type of legal entity, for example, an agency of the Ministry of ..... or corporation and having its principal place of business at [ insert address of Purchaser ] (hereinafter called “the Purchaser”), and

(2) [ insert name of Supplier ], a corporation incorporated under the laws of [ insert: country of Supplier ] and having its principal place of business at [ insert: address of Supplier ] (hereinafter called “the Supplier”).

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

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.

2. The following documents shall constitute the Contract between the Purchaser and the Supplier, and each shall be read and construed as an integral part of the Contract:

- (a) This Contract Agreement
- (b) Contract Data
- (c) Conditions of Contract
- (d) Technical Requirements (including Schedule of Requirements and Technical Specifications)
- (e) The Supplier’s Bid and original Price Schedules
- (f) The Purchaser’s Notification of Award
- (g) [Add here any other document(s)]

3. This Contract shall prevail over all other Contract documents. In the event of any Discrepancy or inconsistency within the Contract documents, then the documents Shall prevail in the order listed above.

4. In consideration of the payments to be made by the Purchaser to the Supplier as Hereinafter mentioned, the Supplier hereby covenants with the Purchaser to provide the Goods and S services and to remedy defects therein in conformity in all respects with the provisions of the Contract.

5. The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the Goods and Services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of Democratic Socialist Republic of Sri Lanka on the day,

month and year indicated above.

For and on behalf of the Purchaser

Signed: [insert signature]

in the capacity of [ insert title or other appropriate designation ]

in the presence of [insert identification of official witness]

For and on behalf of the Supplier

Signed: [insert signature of authorized representative(s) of the Supplier]

in the capacity of [ insert title or other appropriate designation ]

in the presence of [ insert identification of official witness]

## Section VI. Price Schedule – Printing of Geological & Mineral Resources Maps

1	2	3	4	5	6	7	8	9
Line item No.	Description of Goods	Country of Origin	Qty	Unit Price	Sub Total	Inland Transport and other Services	Total Price of Item	VAT
[insert the number of the item]	[insert the name of the goods]	[insert the country of origin]	[insert unit]	[insert price per unit]	[(6)=(4)X(5)]	[insert total cost of line item for inland transportation and other services required]	[(8)=(6)+(7)]	[insert total VAT of line item]
<b>01</b>	<b>Geological Map of Sri Lanka</b>		<b>01 (500copies)</b>					
<b>02</b>	<b>Mineral Resources Map of Sri Lanka</b>		<b>01 (100copies)</b>					
<b>03</b>	<b>Silavatturai- Quaternary Map</b>		<b>01 (100copies)</b>					
<b>04</b>	<b>Thissamaharama-Quaternary Map</b>		<b>01 (100copies)</b>					
<b>05</b>	<b>Provincial Mineral Map-Southern Province</b>		<b>01 (100copies)</b>					