

**Request for Quotation for Goods (RFQG)
Document**

**Procurement of Industrial Level ADF Scanners and
Network Access Storage for Document Archiving of
NMRA – G 37.3 (AF)**

**Health System Enhancement Project – Additional
Financing**

Contract reference: HSEP(AF)/PMU/PRO/G-37.3/15/2025 - RB

REQUEST FOR QUOTATION - GOODS (RFQG)

Project Title: Health System Enhancement Project – Additional Financing under the Ministry of Health and Mass Media

Source of Funding: Asian Development Bank (ADB)

Name of Procurement: Procurement of Industrial Level ADF Scanners and Network Access Storage for Document Archiving of NMRA

Contract Ref: HSEP(AF)/PMU/PRO/G-37.3/15/2025 - RB

Date of Issue of Request: 16 March 2026

To:

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Sir/Madam:

1. The Project Director of HSEP, Ministry of Health and Mass Media (Purchaser) hereby requests you to submit price quotation(s) for the supply of the following items:

Lot No	Item No	Brief Description of Goods	Quantity (Nos)
1	i	Supply and Installation of Document Scanners	2
	ii	Supply and Installation of Network Access Storage (NAS) with data and power wiring (including cabling and casing)	2
	iii	Supply and Installation of an unmanaged 08-Port Network Switch	1
	iv	Supply and Installation Server Rack	1
	v	5M CAT6 Network Cable	5
2	i	Supply and Installation of Desktop Computers	2
3	i	Supply and Installation of 1KVA Online UPS	1
	ii	Supply and Installation of 650VA Line Interactive UPS	2

You must quote for all items of this lot. If failed to quote all the items in this lot, your quotation will be rejected.

To assist you in the preparation of your price quotation, we enclose the necessary **Supply and Delivery Schedule, Technical Specifications, Form of Quotation**, and draft **Contract**.

2. If you/your firm, however, falls under any of the following conditions, your proposal shall not be considered:
 - (a) you/your firm are/is not a citizen/national of an ADB member country, (**List of ADB member country is attached as Annex 01**) or
 - (b) you/your firm have/has been associated with the firm that prepared the design and specifications, or engaged in the preparation of the Project for which the contract that is subject of this request for quotations was identified, or
 - (c) you/your firm are/is owned by the Purchaser, or
 - (d) you/your firm are/is currently sanctioned or temporarily suspended by the Asian Development Bank for a violation of its [Anticorruption Policy](#) (1998, as amended to date), or
 - (e) the importation of goods or services from your country or any payment to persons or entities in your country is prohibited in compliance with a decision of the United Nations Security Council under Chapter VII of the Charter of the United Nations.
3. **To be qualified, you must have experience as a manufacturer or authorized supplier of the items covered by this Request for Quotation and, as evidence, you must also attach a document of your experience as a supplier in at least one contract in the last 3 years of a size and nature similar to the items in the supply schedule of this contract.**
4. Your quotation should be submitted in accordance with the following instructions, procedures, and the terms and conditions of the **Contract**.

Preparation of Quotations

- (a) Your price quotation/(s) shall be for all the items as described in the attached documents and submitted only in the attached **Form of Quotation** with the priced **Supply, Delivery, and Price Schedule**. The currency of quoted prices and payment shall be Sri Lankan Rupees.
- (b) The prices should be quoted for supply and delivery to the locations indicated in the **“delivery schedule”**. And should be accompanied by adequate technical documentation and catalogue(s) and other printed materials or pertinent information (in English language) for each item quoted, including names and addresses of firms providing after sales service facilities in Sri Lanka.
- (c) You shall submit only one set of quotations for the above items. Your quotation must be typed or written in indelible ink and shall be signed by you or your authorized representative. Without a signature in your **Form of Quotation**, your quotation will not be considered further.
- (d) You shall submit one original of the **Form of Quotation**, and clearly marked “Original”. In addition, you shall also submit one copy marked as “COPY”. In case of any discrepancy between the Original and Copy, the original shall prevail.
- (e) Your quotation(s) should be valid for a period of **60** days from the deadline for submission of the quotation/(s) as indicated below. If you withdraw your quotation during the validity period and/or refuse to accept the award of a contract when and if awarded, then you will be excluded from the list of Suppliers for the project for two years.

Submission and Opening

- (f) Your **Form of Quotation** with the **Price Schedule, Supply and Delivery Schedule** should be submitted on or before **30 March 2026 at 1030 Hrs** with the required documents that should be signed, sealed in an envelope, and addressed to and delivered to the following address:

Purchaser's Address: **Project Director
Health System Enhancement Project
3/19, Kynsey Road,
Colombo 08,
Sri Lanka.**

Telephone : **(+94) 112 697 173**
Web : www.hsep.lk

- (g) Quotation shall be opened in public, in the presence of participating suppliers' representatives who choose to attend on **30 March 2026 at 1030 Hrs** and at the following address.

**Project Management Unit (PMU),
Health System Enhancement Project
3/19, Kynsey Road,
Colombo 08,
Sri Lanka.**

Evaluation and Comparison

- (h) Quotations determined to be substantially responsive to this **Request for Quotation** will be evaluated by comparison of their offer prices. A quotation is not substantially responsive if it contains material deviations or reservations to the terms, conditions, and specifications in this **Request for Quotation**.
- (i) In evaluating the quotations, the Purchaser will adjust for any arithmetical errors as follows:
- (i) where there is a discrepancy between amounts in figures and in words, the amount in words will govern; and
 - (ii) where there is a discrepancy between the unit rate and the line-item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted will govern.

If you refuse to accept the correction, your quotation will be rejected.

Award of Contract

- (j) The Purchaser shall award the contract to the Supplier whose quotation has been determined to be substantially responsive to this **Request for Quotation** and who has offered the lowest price quotation.
- (k) The Supplier whose quotation has been accepted will be notified by the Purchaser within **60 days** from the date of submission of the quotation through the return of a copy of the Form of Quotation with Acceptance signed by the authorized representative of the Purchaser.

- (l) The successful Supplier shall sign the **Contract** governed by the **Contract Terms and Conditions**.

5. Further information can be obtained from:

Name : Project Director
Address : Health System Enhancement Project
3/19, Kynsey Road,
Colombo 08
Telephone : (+94) 112 697 173
FAX : (+94) 112 697 163
Web : www.hsep.lk
Email : pmu@hsep.lk

6. The Purchaser intends to apply funds from the **Asian Development Bank (ADB)** for eligible payments under the **Contract** resulting from this **Request for Quotation**.
7. Under [ADB's Anticorruption Policy](#) (1998, as amended to date), suppliers shall observe the highest standard of ethics during the procurement and execution of such contracts. ADB may reject a proposal for award, and may impose sanctions or other remedial actions on parties involved, if it determines that the supplier recommended for award or any other party, directly or through an agent, has engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices or other integrity violations in competing for, or in executing, the Contract. At the time of submission of your quotation, you should not be in ADB's sanctions list. A firm/individual shall not be eligible to participate in any procurement activities under an ADB-financed, -administered, or -supported project while under temporary suspension or debarment by ADB pursuant to its Anti-corruption Policy, whether such debarment was directly imposed by ADB, or enforced by ADB pursuant to the Agreement for Mutual Enforcement of Debarment Decisions.
8. You/your firm, joint venture partners, associates, parent company, affiliates or subsidiaries, including any subcontractors or suppliers for any part of the Contract, are not, or have never been, temporarily suspended, debarred, declared ineligible, or blacklisted by the purchaser's country, any international organization, and other donor agency.

If so debarred, declared ineligible, temporarily suspended, or blacklisted, please state details (as applicable to each joint venture partner, associate, parent company, affiliate, subsidiaries, subcontractors, and/or suppliers):¹

- (a) Name of Institution: _____
(b) Period of debarment, ineligibility, or blacklisting (start and end date): _____
(c) Reason for the debarment, ineligibility, or blacklisting: _____

9. You/your firm's, joint venture partners', associates', parent company's affiliates' or subsidiaries', including any subcontractors' or suppliers', key officers and directors have not been [charged or convicted] of any criminal offense (including felonies and misdemeanors) or infractions/violations of ordinance which carry the penalty of imprisonment.

If so charged or convicted, please state details:²

- (a) Nature of the offense/violation: _____
(b) Court/Area of jurisdiction: _____
(c) Resolution (i.e. dismissed; settled; convicted/duration of penalty): _____
(d) Other relevant details: _____

¹ Any such disclosure shall be forwarded by the Purchaser to ADB.

² Any such disclosure shall be forwarded by the Purchaser to ADB.

10. You/your firm understands that it is your obligation to notify ADB should you/your firm, joint venture partners, associates, parent company, affiliates or subsidiaries, including any Subcontractors or Suppliers, be temporarily suspended, debarred or become ineligible to work with ADB or any other multilateral development banks, the purchaser's country, international organizations, and other donor agencies, or any of your key officers and directors be charged or convicted of any criminal offense or infractions/violations of ordinance which carry the penalty of imprisonment.
11. Any misrepresentation that knowingly or recklessly misleads, or attempts to mislead may lead to the automatic rejection of the quotation/bid or cancellation of the contract, if awarded, and may result in remedial actions, in accordance with ADB's Anti-corruption Policy (1998, as amended to date) and Integrity Principles and Guidelines (2015 as amended from time to time).
12. A bidder shall not have a conflict of interest. All bidders found to have a conflict of interest shall be disqualified.
13. Please confirm by fax/e-mail the receipt of this request and whether or not you will submit the price quotation(s).

Sincerely

Dr. Anil Dissanayake
Project Director
Health System Enhancement
Project

FORM OF QUOTATION (Goods)

..... (Date)

To: Project Director
Health System Enhancement Project
3/19, Kynsey Road,
Colombo 08,
Sri Lanka.

We offer to execute the Supply and Delivery of **Procurement of Industrial Level ADF Scanners and Network Access Storage for Document Archiving of NMRA– HSEP(AF)/PMU/PRO/G-37.3/15/2025 - RB** in accordance with the **Contract Terms and Conditions** and the priced **Supply and Delivery Schedule** accompanying this Quotation for the Contract Price of

_____ [amount in words and numbers] (_____) [name of currency] _____. We propose to complete the delivery of Goods described in the Contract within the Delivery Time indicated in the priced **Supply and Delivery Schedule**

Lot No	Item No	Brief Description of Goods	Quantity and Unit of Measurement (Nos)	Unit Price LKR	Quoted Price (Without VAT) LKR	VAT LKR	Total Price (with VAT) LKR	Delivery Schedule
1	i	Supply and Installation of Document Scanners	2					Within 60 days after signing the contract
	ii	Supply and Installation of Network Access Storage (NAS) with data and power wiring (including cabling and casing)	2					
	iii	Supply and Installation of an unmanaged 08-Port Network Switch	1					

	iv	Supply and Installation Server Rack	1					Location specified in the Attachment 02: Supply and Delivery Schedule
	v	5M CAT6 Network Cable	5					
	Total for Lot 01							
2	i	Supply and Installation of Desktop Computers	2					
	Total for Lot 02							
3	i	Supply and Installation of 1KVA Online UPS	1					
	ii	Supply and Installation of 650VA Line Interactive UPS	2					
	Total for Lot 03							
Grand Total (All Lots)								

This Quotation and your written acceptance will constitute a binding Contract between us. We understand that you are not bound to accept the lowest or any Quotation you receive.

We hereby confirm that this Quotation complies with the Validity of the Offer and Warranty conditions imposed by the **Request for Quotation** document and the **Contract Terms and Conditions**, respectively.

We: (a) are a national of an ADB member country; (b) have not been associated with the firm that prepared the design and specifications of the contract that is subject of this request for quotation; (c) are not owned by the Purchaser; (d) are not currently sanctioned or temporarily suspended by the Asian Development Bank; and (e) to the best of our knowledge, is not prohibited from being contracted in compliance with a decision of the United Nations Security Council.

Name of Supplier : _____

Authorized Signature : _____

Name of Signatory : _____

Title of Signatory : _____

Address : _____

Telephone Number : _____

Fax Number, if any : _____

Email address (optional): _____

Rubber Stamp : _____

ACCEPTANCE

The Purchaser accepts the Supplier's offer to supply and deliver the goods. Attached is the Contract with accepted Contract price for Supplier's signature to be submitted to the Purchaser within 15 days from receipt. [Please provide a Performance Security for the due performance of the Contract, within 15 days of receipt of this returned **Form of Quotation**, in the amount equivalent to 10% of the Contract Price.]

Name of Purchaser : _____

Authorized Signature : _____

Name of Signatory : _____

Title of Signatory : _____

Date : _____

CONTRACT

Project Name: Health System Enhancement Project – Additional Financing (HSEP-AF)

Name of Procurement: Procurement of Industrial Level ADF Scanners and Network Access
Storage for Document Archiving of NMRA

Contract No: HSEP(AF)/PMU/PRO/G-37.3/15/2025 - RB

This Contract is entered into on ___[date]___ day of ___[month]___, ___[year]___, between Project Director, Health System Enhancement Project with address at 3/19, Kynsey Road, Colombo 08, Sri Lanka (hereinafter called "the Purchaser") on the one part, and ___[name of Supplier]___ (hereinafter called "the Supplier") on the other part.

Whereas the Purchaser has requested for quotation for _____ [description of goods] to be supplied by Supplier in accordance with the **Contract**, and has accepted the Quotation by the Supplier in the amount of ___[amount in words]___ [amount in figures] hereinafter called "the Contract Price".

The Purchaser and the Supplier agree as follows:

1. The following documents shall be deemed to form and be read and construed as part of this Contract, viz:

- a) **Form of Quotation, with Supply and Delivery Schedule;**
- b) **Contract Terms and Conditions;** and
- c) **Technical Specifications**

2. Taking into account payments to be made by the Purchaser to the Supplier as provided herein, the Supplier hereby enters into this **Contract** with the Purchaser to execute and complete the supply of goods under the Contract and remedy any defects therein in conformity with the provisions of this **Contract** and its **Terms and Conditions**.

3. The Purchaser agrees to pay the Supplier, in consideration of the supply and delivery of the goods and the remedying of defects therein, the **Contract Price** as indicated and accepted in the **Form of Quotation**, under payment terms stipulated in the **Contract Terms and Conditions**.

IN WITNESS whereof the parties hereto have executed the Contract under the laws of the Democratic Socialist Republic of Sri Lanka on the date indicated above.

Signature and seal of the Purchaser:
For and on behalf of

Signature and seal of the Supplier:
For and on behalf of

Name of Authorized Representative

Name of Authorized Representative

CONTRACT TERMS AND CONDITIONS

Project Name: Health System Enhancement Project - Additional Financing

Purchaser: Project Director, Health System Enhancement Project

Name of Procurement: Procurement of Industrial Level ADF Scanners and Network Access Storage for Document Archiving of NMRA

Contract Ref: HSEP(AF)/PMU/PRO/G-37.3/15/2025 - RB

1. Definitions

- (a) "Contract" means the agreement entered into between the Purchaser and the Supplier, together with the Contract Documents referred to therein, including all attachments, appendixes, and all documents incorporated by reference therein.
- (b) "Contract Documents" means the documents listed in the Agreement, including any amendments thereto.
- (c) "Contract Price" means the price payable to the Supplier as specified in the Agreement, subject to such additions and adjustments thereto or deductions therefrom, as may be made pursuant to the Contract.
- (d) "Delivery" means the transfer of the Goods from the Supplier to the Purchaser in accordance with the terms and conditions set forth in the Contract.
- (e) "Completion" means the fulfillment of the delivery and any related service by the Supplier in accordance with the terms and conditions set forth in the Contract.
- (f) "Goods" means all of the commodities, raw material, machinery and equipment, and/or other materials that the Supplier is required to supply to the Purchaser under the Contract.
- (g) "Purchaser" means the entity purchasing the Goods and Related Services, as specified in the SCC.
- (h) "Supplier" means the natural person, private or government entity, or a combination of the above, whose bid to perform the Contract has been accepted by the Purchaser and is named as such in the Agreement, and includes the legal successors or permitted assigns of the Supplier.
- (i) "ADB" is the Asian Development Bank.

2. Applicable Law

- 2.1 The Contract shall be interpreted in accordance with the laws of the Purchaser's country.

3. Language

- 3.1 All communications and documents related to the Contract shall be in English.

4. Assignment

- 4.1 Any assignment of this Contract or of any rights here under, in whole or in part without the prior written consent of the Purchaser shall be void.

5. Fraud and Corruption

- 5.1 This Contract shall be covered by the provisions of [ADB's Anticorruption Policy](#) (1998, as amended to date) and [Integrity Principles and Guidelines](#) (2015, as amended from time to time) that requires Borrowers (including beneficiaries of ADB-financed activity), as well as Suppliers and Contractors under ADB-financed contracts, to observe the highest standard of ethics during the procurement and execution of such contracts.

6. Fixed Contract Price

- 6.1 The prices indicated in the Form of Quotation are firm and fixed and not subject to any adjustment during contract performance.

7. Delivery Schedule

- 7.1 The delivery should be completed as per the Delivery Schedule within the Delivery Period.

8. Required Technical Specifications (with attachments as necessary)

- a. General Description
- b. Specific details and technical standards
- c. Performance Parameters
- d. The supplier confirms compliance with the above specifications.

9. Delivery and Documents

- 9.1 Upon delivery, the Supplier shall provide the following documents to the Purchaser:
- (a) copies of the Supplier's invoice showing goods' description, quantity, unit price, and total amount;
 - (b) manufacturer's or supplier's warranty certificate; and
 - (c) certificate of origin.

If goods are coming by courier, supplier shall also provide prior to delivery, copies of documents that will enable Purchaser to receive the goods. The above documents shall be received by the Purchaser at least one week before arrival of the goods and, if not received, the Supplier shall be responsible for any consequent expenses.

10. Liquidated Damages.

- 10.1 The amount to be paid is 0.05% of Initial Contract Price per working Day, subjected to maximum of 5% of Initial Contract Price.

11. Taxes and Duties

- 11.1 The Supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted Goods to the Purchaser.

12. Payment

- 12.1 Payment will be made within 30 days upon submission of Supplier's claim supported by the acceptance certificate issued by the Purchaser. The advanced payments will not be given by the Purchaser.

13. Performance Security

- 13.1 The Supplier shall, within **15 days** of the notification of Contract award, provide a Performance Security for the due performance of the Contract in an amount equivalent to 10% (ten percent) of the Accepted Contract Price or as stated in the Letter of Acceptance and in the form of an unconditional and irrecoverable bank guarantee to be issued by a reputable bank located within the Employer's country. The accepted format of Performance Security is included in Attachment 5.
- 13.2 The proceeds of the Performance Security shall be valid beyond 28 days after the completion of the delivery to the Locations specified in the Attachment 02: Supply and Delivery Schedule.
- 13.3 The proceeds of the Performance Security shall be payable to the Purchaser as compensation for any loss resulting from the Supplier's failure to complete its obligations under the Contract.

14. Warranty

- 14.1 Goods offered should be covered by the manufacturer's warranty as stated in Schedule of Attachment 4 (Technical Specifications) from the date of delivery to the Purchaser.

15. Defects

- 15.1 All defects will be corrected by the Supplier without any cost to the Purchaser within 30 days from the date of notice by the Purchaser. The name and address of the service facility where the defects are to be corrected by the Supplier within the warranty period are: as per the Delivery Schedule

16. Resolution of Disputes

- 16.1 The Purchaser and the Supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute between them under or in connection with the Contract. In the case of an unresolved dispute between the Purchaser and the Supplier, the dispute shall be settled in accordance with the provisions of the Arbitration Act No: 11 of 1995 in Sri Lanka.

17. Failure to Perform

- 17.1 The Purchaser may cancel the Agreement if the Supplier fails to deliver the Goods, in accordance with the above terms and conditions, despite a 14-day notice given by the Purchaser, without incurring any liability to the Supplier.

18. Force Majeure

- 18.1 The supplier shall not be liable for penalties or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

(a) For purposes of this Clause, "Force Majeure" means an event beyond the control of the Supplier and not involving the Supplier's fault or negligence and not foreseeable. Such events may include, but not restricted to, act of Purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.

(b) If a Force Majeure situation arises, the Supplier shall promptly notify the Purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical and shall seek all reasonable alternative means for performance not prevented by Force Majeure event.

19. Termination Due to Integrity Violation

19.1 The Purchaser may terminate this Contract, in whole or in part, if the Supplier, in the judgment of the Purchaser has engaged in integrity violations in accordance with Clause 5 [Fraud and Corruption], in competing for or in executing this Contract.

20. Accounts and Records

20.1 The Supplier shall keep accurate and systematic accounts and records in respect of the delivered goods in such form and detail as are customary in the industry, for a period of no less than 3 years after the expiration or termination of this Contract.

21. Suspension of ADB Loan or Credit

21.1 In the event that ADB suspends the Loan or Credit to the Purchaser, from which part of the payments to the Supplier are being made,

(a) the Purchaser is obligated to notify the Supplier, with copy to the Purchaser's representative, of such suspension within 7 days of having received ADB's suspension notice.

(b) if the Supplier has not received sums due it within the 28 days for payment provided for in Clause 11 [Payments], the Supplier may immediately issue a 14-day termination notice.

Authorized Signature and seal of the Supplier: _____

Attachment 1 - Schedule of Requirements

Project Name: Health System Enhancement Project-Additional Financing (HSEP-AF)
Name of Procurement: Procurement of Industrial Level ADF Scanners and Network Access Storage for Document Archiving of NMRA
Contract No: HSEP(AF)/PMU/PRO/G-37.3/15/2025 - RB

Lot No	Item No	Brief Description Of Goods	Specification	Quantity (Nos)	Delivery Period	Place of Supply, Delivery & Installation
1	i	Supply and Installation of Document Scanners	Attachment 4	2	Within 60 days after signing the contract	As per the attached Delivery Schedule
	ii	Supply and Installation of Network Access Storage (NAS) with data and power wiring (including cabling and casing)		2		
	iii	Supply and Installation of an unmanaged 08-Port Network Switch		1		
	iv	Supply and Installation Server Rack		1		
	v	5M CAT6 Network Cable		5		
2	i	Supply and Installation of Desktop Computers		2		
3	i	Supply and Installation of 1KVA Online UPS		1		
	ii	Supply and Installation of 650VA Line Interactive UPS	2			

Offers submitted with alternative delivery period will not be accepted.

.....
Name of Bidder

.....
Signature of Bidder

.....
Date

Attachment 2 - Supply and Delivery Schedule

Project Name: Health System Enhancement Project-Additional Financing (HSEP-AF)

Name of Procurement: Procurement of Industrial Level ADF Scanners and Network Access Storage for Document Archiving of NMRA

Contract No: HSEP(AF)/PMU/PRO/G-37.3/15/2025 - RB

Lot No	Item No	Brief Description of Goods	Quantity (Nos)	Delivery Period	Delivery and Installation
1	i	Supply and Installation of Document Scanners	2	Within 60 days after signing the contract	National Medicines Regulatory Authority, State Engineering Corporation Building (1 st Floor), No. 130, W.A.D. Ramanayaka Mawatha, Colombo 02
	ii	Supply and Installation of Network Access Storage (NAS) with data and power wiring (including cabling and casing)	2		
	iii	Supply and Installation of an unmanaged 08-Port Network Switch	1		
	iv	Supply and Installation Server Rack	1		
	v	5M CAT6 Network Cable	5		
2	i	Supply and Installation of Desktop Computers	2		
3	i	Supply and Installation of 1KVA Online UPS	1		
	ii	Supply and Installation of 650VA Line Interactive UPS	2		

Offers submitted with an alternative delivery period will not be accepted

.....
Name of Bidder

.....
Signature & Rubber Stamp of Bidder

.....
Date

Attachment 3 – Price Schedule

Project Name: Health System Enhancement Project-Additional Financing (HSEP-AF)

Name of Procurement: Procurement of Industrial Level ADF Scanners and Network Access Storage for Document Archiving of NMRA

Contract No: HSEP(AF)/PMU/PRO/G-37.3/15/2025 - RB

Lot No	Item No	Brief Description of Goods	Qty (Nos)	Unit Price (Without VAT) LKR	Total Amount (Without VAT) LKR	VAT LKR	Total Amount (With VAT) LKR
1	i	Supply and Installation of Document Scanners	2				
	ii	Supply and Installation of Network Access Storage (NAS) with data and power wiring (including cabling and casing)	2				
	iii	Supply and Installation of an unmanageable 08 Ports Network Switch	1				
	iv	Supply and Installation Server Rack	1				
	v	5M CAT6 Network Cable	5				
	Total for Lot 01						
2	i	Supply and Installation of Desktop Computers	2				
	Total for Lot 02						
3	i	Supply and Installation of 1KVA Online UPS	1				
	ii	Supply and Installation of 650VA Line Interactive UPS	2				
	Total for Lot 03						
Grand Total							

VAT Registration No:

.....
Date

.....
Name of Bidder

.....
Signature & Stamp; Rubber Stamp of Bidder

Attachment 4 - Technical Specifications

Project Name: Health System Enhancement Project-Additional Financing (HSEP-AF)
Name of Procurement: Procurement of Industrial Level ADF Scanners and Network Access Storage for Document Archiving of NMRA
Contract No: HSEP(AF)/PMU/PRO/G-37.3/15/2025 - RB

Lot No	Item No	Brief Description of Goods	Listed specifications	Conformity to Specifications "YES"/ "NO"		If "No" Bidders' Response
				Yes	No	
1	i	Supply and Installation of Document Scanners	Schedule A			
	ii	Supply and Installation of Network Access Storage (NAS) with data and power wiring (including cabling and casing)	Schedule B			
	iii	Supply and Installation of an unmanaged 08-Port Network Switch	Schedule C			
	iv	Supply and Installation Server Rack	Schedule D			
	v	5M CAT6 Network Cable	Schedule E			
2	i	Supply and Installation of Desktop Computers	Schedule F			
3	i	Supply and Installation of 1KVA Online UPS	Schedule G			
	ii	Supply and Installation of 650VA Line Interactive UPS	Schedule H			

SCHEDULE A

Technical Specifications for Supply and Installation of Document Scanner – 02 Nos

No	Description	Required Specification	Priority	Bidders Response (Yes/No)	If “No” Bidders Comment
1	Make and model	Should be a global brand with local support	C		
2	Country of Origin	Please Specify	C		
3	Country of Manufacture	Please Specify	C		
4	Year of Manufacture	Please Specify	C		
5	Scanner Type	Compact ADF A3 scanner with a through paper path to feed thick or exceptionally long documents	C		
6	Scan Resolution (Optical)	Minimum 600 dpi or higher	C		
7	Output Resolution	75 to 1200	C		
8	Scanning	Color/ Black and white / Grayscale	C		
9	Scanning Technology	CIS	C		
10	Duplex Scanning	Single Pass Duplex Scanning Required	C		
11	ADF Scanning	Required	C		
12	Standard Connectivity	USB 3 and Rj45 1Gbps 10/100/1000 ETHERNET	C		
13	Multi-Feed Detection	Multi-Feed Detection required	C		
14	Duty Cycle	above 25,000 Pages or more than per day	C		
15	Scan to Network Folder	Should be able to scan to a network shared folder	C		
16	Scan File Formats	PDF, Multipage PDF, TIFF, JPEG, BMP, etc..	C		
17	Scan Speed ADF (at 200 dpi)	Minimum 60 ppm/120 ipm	C		
18	Paper Path Options	Ability to exit into the front output or the straight-through paper path option is manually selected	C		
19	Paper Sizes Supported (ADF)	A3, A4, A5, A6, A7, Long Page Scanning	C		
20	Automatic Document Feeder Capacity	Minimum 120 Sheets of 80 g/m2(20 lb) or better	C		
21	Media Weight (Thickness)	50 to 300 g/m2	C		
22	Compatible Operating Systems	Windows 10, Win 11	C		
23	Power Supply	AC 220-240V (50Hz)	C		
24	OCR /barcode recognition	Required	C		

25	Twain Drivers support	Required			
26	Data Security	Required	C		
27	Operator Control Panel	graphical color touchscreen with control buttons	C		
28	Scanned document cleaning/modifying options (Eg: skew, remove punch hole ,etc..)	Required	C		
29	Scanner Software	All necessary scanner software should be included	C		
30	Environmental Certification	ENERGY STAR qualified	C		
31	Spare parts availability	Parts should be available for 05 years	C		
32	Product should not be discontinued or going to be discontinued within next 5 years	Required	C		
33	Installation & configuration	Required	C		
34	Staff Training	Required	C		
35	Must be prepared to sign a service level agreement after the warranty period	Required	C		
36	Warranty & support for total solution (Hardware & Software)	Three year onsite comprehensive warranty (Labor and parts)	C		
37	Network Support	Required	C		
38	Brochure	The Brochure for the quoted product should submit	C		

Make & Model :

Country of Origin :

Country of Manufacture :

Relevant catalogue & technical information attached

Information given under "Bidder's offer" is true & correct

Bidder's Name, Signature & Date :

SCHEDULE B

Technical Specifications for Supply and Installation of Network Access Storage (NAS) with data and power wiring (including cabling and casing) – 02 Nos

No	Description	Required Specification	Priority	Bidders Response (Yes/No)	If “No” Bidders Comment
1	Make and model	Should be a global brand with local support	C		
2	Country of Origin	Please Specify	C		
3	Country of Manufacture	Please Specify	C		
4	Year of Manufacture	Please Specify	C		
5	Form Factor	Desktop tower (not rack mountable)	C		
6	Drive Bays	8 × hot-swappable bays supporting 3.5"/2.5" SATA HDD/SSD	C		
7	CPU	Intel® Celeron® J4125, quad-core, 2.0 GHz (burst up to 2.7 GHz) or better	C		
8	Memory	4 GB DDR4	C		
9	User interface	Web based	C		
10	Network Ports	2 × 1GbE RJ-45 ports	C		
11	Operating System	dedicated NAS OS	C		
12	External Ports	2 × USB 3.2 Gen 1 (5 Gbps) Type-A (rear), 1 × USB 2.0 Type-A (front), 1 × HDMI 1.4b	C		
13	Cooling	1 × 120mm rear exhaust fan; passive CPU cooling			
14	LED Indicators	Power, LAN 1/2, Drive 1–8 status LEDs	C		
15	Power Supply Unit	Internal 250W; 100–240V AC, 50/60 Hz	C		
16	Data Security	AES-NI hardware encryption, 2FA, IP blocking, antivirus secure access	C		
17	Spare parts availability	Drives and accessories are locally Available	C		
18	OS Support	Compatible with Windows 10/11, macOS, Linux	C		
19	Product should not be discontinued or going to be discontinued within next 5 years	Next 5 years	C		
20	Installation & configuration	Required	C		

21	Warranty & support	3 years comprehensive onsite warranty (Labor and Parts)	C		
22	Hard Disks	Supports NAS-optimized drives	C		
23	Form Factor	3.5-inch (also supports 2.5-inch SATA drives)	C		
24	Capacity	64 TB (4 × 16 TB HDDs, drive-dependent)	C		
25	Interface	SATA 6.0 Gb/s	C		
26	RPM	Supports 5400/7200 RPM NAS-grade HDDs	C		
27	Cache	Compatible with drives featuring up to 256 MB cache	C		
28	Features	Real-time Backup Sync, Windows Active Directory Support LDAP	C		
29	Qty	2 Units	C		
30	Warranty & support	3 years comprehensive onsite warranty (Labor and Parts)	C		

Make & Model :

Country of Origin :

Country of Manufacture :

Relevant catalogue & technical information attached

Information given under "Bidder's offer" is true & correct

Bidder's Name, Signature & Date :

SCHEDULE C

Technical Specifications for Supply and Installation of unmanageable 08 Ports Network Switch – 01 No

No	Description	Required Specification	Priority	Bidders Response (Yes/No)	If “No” Bidders Comment
1	Make and model	Should be a global brand with local support	C		
2	Country of Origin	Please Specify	C		
3	Country of Manufacture	Please Specify	C		
4	Year of Manufacture	Please Specify	C		
5	Type	Unmanaged Ethernet Switch	C		
6	Number of Ports	8 x RJ45 Ethernet Ports	C		
7	Port Speed	10/100/1000 Mbps (Gigabit) or 10/100 Mbps (Fast Ethernet), as per requirement	C		
8	Switching Capacity	Minimum 16 Gbps for Gigabit version or 1.6 Gbps for Fast Ethernet version	C		
9	Auto-Negotiation	Yes (for speed and duplex mode)	C		
10	Auto MDI/MDIX	Yes (auto crossover for all ports)	C		
11	Fan less Design	Preferred for silent operation	C		
12	Enclosure Type	Metal	C		
13	Mounting Type	Desktop; wall-mountable (optional)	C		
14	Power Supply	External power adapter or built-in AC power (Specify voltage and frequency)	C		
15	Energy Efficient Ethernet (IEEE 802.3az)	Yes (preferred for energy saving)	C		
16	Standards Compliance	IEEE 802.3, 802.3u, 802.3ab, 802.3x, 802.3az	C		
17	LED Indicators	Power, Link/Activity per port	C		
18	Certifications	CE, FCC, RoHS, VCCI, or equivalent	C		
19	Warranty	Minimum 03 years comprehensive onsite warranty (Labor and Parts)	C		

Make & Model :

Country of Origin :

Country of Manufacture :

Relevant catalogue & technical information attached

Information given under “Bidder’s offer” is true & correct

Bidder’s Name, Signature & Date :

SCHEDULE D

Technical Specifications for Supply and Installation Server Rack – 01 No

No	Description	Required Specification	Priority	Bidders Response (Yes/No)	If “No” Bidders Comment
1	Make and model	Should be a global brand with local support	C		
2	Country of Origin	Please Specify	C		
3	Country of Manufacture	Please Specify	C		
4	Year of Manufacture	Please Specify	C		
5	External Height	26.5" – Includes 2U for casters/base (12U usable + 2U for casters)	C		
6	External Width	24" – "Standard 19" EIA rack width + side panels"	C		
7	External Depth	36" – Adjustable	C		
8	Internal Width	19" – Standard mounting rail width	C		
9	Internal Depth	32" – Usable depth for equipment	C		
10	Mobility	Locking casters (4x) for easy relocation	C		
11	Compliance	ANSI/EIA-310-D, IEC 60297-3, RoHS, REACH	C		
12	Ventilation & Cooling	Perforated front and rear doors (minimum 60% open area recommended)	C		
13	Fan Trays and fan	top-mounted fan tray (supports up to 4x fans) fan power 230 AC	C		
14	Cable Management	Vertical cable managers (left/right) Horizontal cable rings or brush panels at top and bottom	C		
15	Power & Electrical	PDU Integration: Supports vertical or horizontal 0U/1U PDU mounting and Include PDU	C		
16	Security & Access	Locks: Front/rear doors – Keyed cylinder locks (2 keys included) Side panels – Tool-less quick-release (optional locking mechanism available)	C		
17	Warranty	Minimum 03 years comprehensive onsite warranty (Labor and Parts)	C		

Make & Model :

Country of Origin :

Country of Manufacture :

Relevant catalogue & technical information attached

Information given under “Bidder’s offer” is true & correct

Bidder’s Name, Signature & Date :

SCHEDULE E

Technical Specifications for 5M CAT6 Network Cable – 5 Nos

No	Description	Required Specification	Priority	Bidders Response (Yes/No)	If “No” Bidders Comment
1	Make and model	Should be a global brand with local support	C		
2	Country of Origin	Please Specify	C		
3	Country of Manufacture	Please Specify	C		
4	Year of Manufacture	Please Specify	C		
5	Cable Type	Shielded Twisted Pair (STP) or Foiled Twisted Pair (FTP), Cat 6 or higher (as per requirement)	C		
6	Length	5 meters (±5% tolerance)	C		
7	Quantity	5 pieces	C		
8	Connector Type	RJ-45 (Male to Male) with shielding	C		
9	Jacket Material	PVC or LSZH (Low Smoke Zero Halogen – preferred for safety environments)	C		
10	Conductor Material	100% Copper (No CCA)	C		
11	AWG (American Wire Gauge)	24 AWG or 26 AWG	C		
12	Performance Standard	ANSI/TIA-568.2-D, ISO/IEC 11801	C		
13	Data Rate Support	Up to 1 Gbps (Cat6) or 10 Gbps (Cat6A/Cat7, if required)	C		
14	Shielding Type	Individual Pair Foil + Overall Braid (S/FTP) or as specified	C		
15	Flame Retardant Rating	CM, CMR, CMP, or LSZH (Specify per installation environment)	C		
16	Packaging	Individually packed or bundled in sets (specify as required)	C		
17	Compliance/Certifications	UL, CE, RoHS, ETL, or equivalent	C		

Make & Model :

Country of Origin :

Country of Manufacture :

Relevant catalogue & technical information attached

Information given under “Bidder’s offer” is true & correct

Bidder’s Name, Signature & Date :

SCHEDULE F

Technical Specifications for Supply and Installation of Desktop Computers – 02 Nos

No	Description	Required Specification	Priority	Bidders Response (Yes/No)	If “No” Bidders Comment
1	Make and model	Should be a global brand with local support	C		
2	Country of Origin	Please Specify	C		
3	Country of Manufacture	Please Specify	C		
4	Year of manufacture	(Specify)	C		
5	Processor	Intel® Core™ i5-13500 or Higher	C		
6	Memory	16 GB DDR4 (1 × 16 GB, Single Channel), upgradable to 32 GB	C		
7	Max Turbo Frequency	up to 3.3 GHz, 06 or more cores	C		
8	Chipset	Compatible – (Specify)	C		
9	Motherboard	Compatible – (Specify)	C		
10	Cache memory	6MB L3 or higher	C		
11	Graphics	Integrated intel graphics with 512 MB or Better	C		
12	Internal Storage	512 GB PCIe® NVMe M.2 SSD or higher	C		
13	Optical drive	Required	C		
14	Network/ Wireless Interfaces	Gigabit Ethernet	C		
15	Audio	WLAN Wi-Fi 6	C		
		Bluetooth® 5 (or Higher)	C		
		Stereo speakers, Built-In Microphone	C		
16	I/O ports	3 x USB	C		
		1 x RJ45	C		
		1 x HDMI	C		
		1 x VGA	C		
		1 x 3.5mm audio input / output	C		
17	Power	220V – 240V	C		
18	Monitor	Monitor Should be same brand Minimum 21.5” with VGA and HDMI ports. Include Power cable, HDMI cable.	C		
19	Operating system	Windows 11 Pro OEM license	C		
20	Mouse	Authentic , Should be same brand.	C		

		2 or 3 button with scroll wheel optical PC USB Connectivity Mouse with pad			
21	Keyboard	Authentic, USB Keyboard Same brand	C		
22	Warranty (Required)	03 Year comprehensive onsite warranty (includes Labor & parts)	C		
		In case of any technical fault, a technician should be physically attended to the NMRA within 48 hours of the warranty period.	C		
23	Manufacture Experience	Manufacturers should have a minimum of ten years(10) of experience in manufacturing of the same brand.	C		
24	Manufacturer Authorization Certificate	Manufacturer Authorization Certificate should be provided	C		
25	Bidder Experience	Bidder should have been in the Market for the last 7 years. (Proof is Needed)	C		
26	Catalogue	The supplier should provide a Manual of make/model quoted as per the above specification	C		
27	Remarks	The warranty status should be easily verifiable on the manufacturer's website using the serial or service tag associated with the product.	C		

Make & Model :

Country of Origin :

Country of Manufacture :

Relevant catalogue & technical information attached

Information given under "Bidder's offer" is true & correct

Bidder's Name, Signature & Date :

SCHEDULE G

Technical Specifications for Supply and Installation of 1KVA Online UPS – 01 Nos

No	Description	Required Specification	Priority	Bidders Response (Yes/No)	If “No” Bidders Comment
1	Make and model	Should be a global brand with local support	C		
2	Country of Origin	Please Specify	C		
3	Country of Manufacture	Please Specify	C		
4	Year of manufacture	(Specify)	C		
5	Capacity	1200 VA / 720 W	C		
6	Type	Online			
7	Input Voltage Range	140 - 300V ± 5%	C		
8	Output Voltage	230VAC +12% -14%	C		
9	Input Frequency	50/60 Hz (auto-sensing)	C		
10	Output Frequency	50Hz ± 1% (Battery Mode)	C		
11	Waveform (Battery)	Simulated sine wave (PWM)	C		
12	Transfer Time	2ms typical	C		
13	Battery Type	12V/8.2AH - 2pcs	C		
14	Backup Time	10 - 30 minutes	C		
15	Recharge Time	2 - 4 hours recover to 90% capacity	C		
16	Surge Protection	Yes	C		
17	Short Circuit/Overload Protection	Yes	C		
18	Indicator Display	LED indicators (AC mode, battery mode, overload, fault)	C		
19	Audible Alarms	Battery mode, low battery, overload, fault	C		
20	Form Factor	Tower/Desktop	C		
21	Certifications	CE / IEC compliant (varies by region)	C		
22	Warranty	3 Years comprehensive onsite warranty for UPS Unit, 1 Year for Battery (includes Labor & parts)	C		

Make & Model :

Country of Origin :

Country of Manufacture :

Relevant catalogue & technical information attached

Information given under “Bidder’s offer” is true & correct

Bidder’s Name, Signature & Date :

SCHEDULE H

Technical Specifications for Supply and Installation of 650VA Line Interactive UPS – 02 Nos

No	Description	Required Specification	Priority	Bidders Response (Yes/No)	If "No" Bidders Comment
1	Make and model	Should be a global brand with local support	C		
2	Country of Origin	Please Specify	C		
3	Country of Manufacture	Please Specify	C		
4	Year of manufacture	(Specify)	C		
5	Capacity	650VA	C		
6	Type	Line Interactive	C		
7	Input Voltage Range	110-250VAC	C		
8	Output voltage	220 - 240VAC	C		
9	Batteries	1 x 12V 8.2AH	C		
10	Recharge Time (Typical)	2 – 4	C		
11	Output Waveform	Simulated sine wave (battery)	C		
12	Alarm	Batt. mode, low battery, overload, fault, etc	C		
13	Protection	Short Circuit, Overload, Discharge and Overcharge Protection	C		
14	Indication	LED	C		
15	Warranty:	2 Years for Device and 1 Year for battery	C		

Make & Model :

Country of Origin :

Country of Manufacture :

Relevant catalogue & technical information attached

Information given under "Bidder's offer" is true & correct

Bidder's Name, Signature & Date :

Attachment 5

Performance Security

Bank's name, and address of issuing branch or office

Beneficiary: Project Director,
Health System Enhancement Project,
3/19, Kynsey Road,
Colombo 8, Sri Lanka.

Date:*Insert date (as day, month, and year)*

Performance Guarantee No.:

We have been informed that *name of the supplier*. (hereinafter called "the Supplier") has entered into Contract No. *reference number of the contract*. dated with you, for the execution of *name of contract and brief description of goods and related services*. (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 the bank*. hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of *name of the currency and amount in words*³. (. *amount in figures*.) 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 Supplier 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 , ,⁴ and any demand for payment under it must be received by us at this office on or before that date.

This guarantee is subject to the Uniform Rules for Demand Guarantees, ICC Publication No. 458, except that subparagraph (ii) of Sub-article 20(a) is hereby excluded.⁵

.....
Signature(s) and seal of bank (where appropriate)

-- Note to Bidder --

If the institution issuing the performance security is located outside the country of the purchaser, it shall have a correspondent financial institution located in the country of the purchaser to make it enforceable

³ The guarantor shall insert an amount representing the percentage of the contract price specified in the contract and denominated either in the currency(ies) of the contract or a freely convertible currency acceptable to the purchaser.

⁴ Insert the date 28 days after the expected completion date. The purchaser should note that in the event of an extension of the time for completion of the contract, the purchaser would need to request an extension of this guarantee from the guarantor. Such request must be in writing and must be made prior to the expiration date established in the guarantee. In preparing this guarantee, the purchaser might consider adding the following text to the form, at the end of the penultimate paragraph: "The Guarantor agrees to a one-time extension of this guarantee for a period not to exceed [six months][one year], in response to the Purchaser's written request for such extension, such request to be presented to the Guarantor before the expiry of the guarantee."

⁵ Or the same or similar to this clause specified in the Uniform Rules for Demand Guarantees, ICC Publication No. 758 where applicable.

Annex 01: Eligible Countries

- 1- Afghanistan
- 2- Armenia
- 3- Australia
- 4- Austria
- 5- Azerbaijan
- 6- Bangladesh
- 7- Belgium
- 8- Bhutan
- 9- Brunei Darussalam
- 10- Cambodia
- 11- Canada
- 12- China, People's Republic of
- 13- Cook Island
- 14- Denmark
- 15- Fiji
- 16- Finland
- 17- France
- 18- Georgia
- 19- Germany
- 20- Hong Kong, China
- 21- India
- 22- Indonesia
- 23- Ireland
- 24- Israel
- 25- Italy
- 26- Japan
- 27- Kazakhstan
- 28- Kiribati
- 29- Korea, Republic of
- 30- Kyrgyz Republic
- 31- Lao People's Democratic Republic
- 32- Luxembourg
- 33- Malaysia
- 34- Maldives
- 35- Marshall Islands
- 36- Micronesia, Federated State of
- 37- Mongolia
- 38- Myanmar
- 39- Nauru
- 40- Nepal
- 41- The Netherlands
- 42- New Zealand
- 43- Niue
- 44- Norway
- 45- Pakistan
- 46- Palau
- 47- Papua New Guinea
- 48- Philippines
- 49- Portugal
- 50- Samoa
- 51- Singapore
- 52- Solomon Islands
- 53- Spain
- 54- Sri Lanka
- 55- Sweden
- 56- Switzerland
- 57- Taipei, China
- 58- Tajikistan
- 59- Thailand
- 60- Timor-Leste
- 61- Tonga
- 62- Türkiye
- 63- Turkmenistan
- 64- Tuvalu
- 65- United Kingdom
- 66- United States
- 67- Uzbekistan
- 68- Vanuatu
- 69- Viet Nam