

## Section 2 - Bid Data Sheet (Revised)

This section includes provisions that are specific to each procurement that supplement Section I, Instruction to Bidders. Whenever there is a conflict, the provisions herein shall prevail over those in Section I

<b>A. General</b>	
<b>ITB 1.1</b>	The Purchaser is: Ministry of Digital Economy represented by Department for Registration of Persons
<b>ITB 1.1</b>	<p>The name of the International Competitive Bidding (ICB) is: <b>Procurement of Five Million Preprinted Polycarbonate Cards for the Issuance of National Identity Card</b></p> <p>The identification number of the ICB is: DRP/ACC/07/33/2025</p>
<b>ITB 2.1</b>	No funding agency - Source of Funds: Government of Sri Lanka Terms referred as ADB and related terms to ADB have to be removed.
<b>B. Contents of Bidding Document</b>	
<b>ITB 7.1</b>	<p>For Clarification of bid purposes only,</p> <p>Attention : Chief Accountant, Address : Department for Registration of Persons 12<sup>th</sup> Floor, Wing B, Suhurupaya Building, Sri Subhuthipura Road, Battaramulla Sri Lanka.</p> <p>Telephone +94 115226172 Facsimile number +94 112177937 E-mail address <a href="mailto:drpprocurement@gmail.com">drpprocurement@gmail.com</a></p> <p>Clarifications should be submitted to the Purchaser no later than 14 days prior to the deadline for submission of Bids.</p>
<b>ITB 7.2</b>	<p>A Pre-Bid meeting shall take place at the following date, time and place.</p> <p>Date : 13<sup>th</sup> October 2025 Time: 02.00 p.m. (local time) Place: Auditorium, Department for Registration of Persons 13<sup>th</sup> Floor, Suhurupaya Building, Sri Subhuthipura Road Battaramulla, Sri Lanka.</p> <p>Bidders may also attend the meeting virtually. Bidders shall request via an email to the <a href="mailto:drpprocurement@gmail.com">drpprocurement@gmail.com</a> on or before <b>10<sup>th</sup> October 2025</b> in order to be provided the link to the online conference facility.</p>

<b>C. Preparation of Bids</b>	
<b>ITB 10.1</b>	The language of the Bid is: <b>English</b>
<b>ITB 11.1</b>	<p>a) The Bidder shall submit Technical Bid and Financial Bid in two separate envelopes and both Bids shall be in one sealed cover, which shall also be in duplicate marked as "Original" and "Copy".</p> <p>b) The Bidder shall submit with its Technical Bid the following documents;</p> <ol style="list-style-type: none"> <li>1. Letter of Technical Bid</li> <li>2. Bid Security</li> <li>3. Technical Specifications and requested documents</li> <li>4. Delivery Schedule</li> <li>5. All the other documents requested in ITB 11.1 (e) of Bid Data Sheet</li> </ol> <p>c) The Bidder shall submit with its Financial Bid the following documents;</p> <ol style="list-style-type: none"> <li>1. Bid Submission Form</li> <li>2. Price Schedule</li> </ol> <p>The bidder shall not include any price proposals or related documents in technical proposals. If the bidder includes any Price Information with technical Bids or inside the technical proposal envelop, it's bid will be rejected.</p>
<b>ITB 11.1 (e)</b>	<p>The Bidder shall submit the following additional mandatory documents;</p> <p>(a) "Bidder" shall be a Company registered in respective country for a period of more than five (05) years as at date of closing of Bid.</p> <p>A bidder shall submit a Bid as a single bidder or in a Joint Venture (hereinafter referred to as "JV"), in which case the "Bidder" shall be the "JV" as a whole. The bidder shall be the Principal Manufacturer (hereinafter referred to as "Lead Bidder") and the Bid shall be signed by the "Lead Bidder". All partners in case of a JV need to be companies duly incorporated under laws of respective countries and shall be in the business for more than five (05) years as at date of closing of Bid. The Bidder shall provide copies of original documents related to Company Registration, constitution/articles, legal status, place of registration and principal place of business, as proof.</p> <p>Bid submitted through a JV of two or more bidders as partners shall comply with the following:</p> <ol style="list-style-type: none"> <li>(i) Bid shall be submitted so as to be legally binding on all partners;</li> <li>(ii) Principal Manufacturer shall be nominated as the Lead Bidder. Authorization shall be given to the person, who signs the Bid Submission Form and all other documents, in terms of a legally acceptable Board Resolution or equivalent document as per the existing laws of respective countries, supported by a registered Power-of-Attorney (POA), irrespective of whether bidding as a single Bidder or as a Lead Bidder of a JV. If not submitted, Bid is treated as non-responsive and shall be rejected;</li> <li>(iii) A legally acceptable Board Resolution or equivalent document as per the existing laws of respective countries and supported by a</li> </ol>

	<p>registered POA shall also be submitted for the authorization of signature of persons, who sign the documents relevant to each Partner, with respect to this Bid. If not submitted, Bid is treated as non-responsive and shall be rejected;</p> <p>(iv) Bid shall contain a draft JV agreement duly signed and agreeable to all partners, stating terms and conditions, roles of each partner, etc., along with a legally acceptable MOU or Letter of Intention (LOI), specifying intention to form a JV if Bid is awarded to them. The JV Agreement shall comply with the draft JV Agreement, if not rejected. The Lead Bidder shall be authorized to incur liabilities and receive instructions for and on behalf of any and all partners of the JV. Entire execution of the contract, including payments, shall be done exclusively with the Lead Bidder. As such, nomination of Lead Bidder shall be evidenced by submitting a registered POA, signed by legally authorized signatories of all the partners and also declaring the consent or intent to form a JV in the event of award of the contract. If not submitted, Bid is treated as non-responsive and shall be rejected. Such agreement or declaration by an organization shall be exclusive to one Bid only (i.e. one party shall not give such consent to more than one Bid for this procurement);</p> <p>(v) A bidder shall submit only one Bid, either as a single Bidder on its own or as a Lead Bidder of a partner in a JV, in response to this procurement.</p> <p>(vi) A bidder which is a Bidder, whether as a single Bidder or as a partner in a JV, shall not be a Sub Contractor in any other bid for this procurement, except for the supply of commercially available products manufactured or produced by the bidder as well as purely incidental services. Non-compliance may result in the rejection of all Bids, in which the bidder (particular sub-contractor) participates as Bidder or as partner in a JV. As long as in compliance with these provisions or as long as unaffected by them due to not participating as Bidder or as partner in a JV, a bidder shall be proposed as a subcontractor in any number of bids for this procurement;</p> <p>(vii) Partner or combination of partners that is responsible for a specific component(s) of the final product, shall meet the relevant qualification criteria for that particular component;</p> <p>(viii) Bidder shall officially form the JV, in case of a successful bid, prior to attending to contract and shall submit the registered (legally acceptable) JV agreement at the time of signing the Contract Agreement. All partners of the JV shall be liable jointly and severally for the execution of the Contract in accordance with the Contract terms and a statement to this effect shall be included in the Contract; No consortium is accepted.</p> <p>(ix) All above-referred Agreements, POAs and Resolutions shall be legally binding within the jurisdiction of Sri Lanka and shall be properly signed and registered according to the acceptable legal practices and standards of Sri Lanka. If not acceptable, Bid is treated as non-responsive and shall be rejected. Documents of legal nature of Foreign Bidders related to, such as foreign POAs, should be notarized and endorsed/certified by Sri Lankan Embassy/ High Commissions/</p>
--	---

	<p>Consulates of the particular country. If a POA is registered in Sri Lanka, Embassy endorsement is not necessary.</p> <p>(b) Bidder (if a single bidder) or all members (in case of "JV") bidding for this procurement, shall be ISO 9001:2015 (Quality Management Systems) certified by the closing date of Bid. Certified copies of the original certificates shall be submitted separately by all members. If not, Bid is treated as non-responsive and shall be rejected. (Certification shall be done by Authorized Officers to whom authority has been given through Resolutions, POAs and Agreements). Documents, other than copies of ISO Certificates issued by recognized certification bodies, are not acceptable in this regard.</p> <p>(c) Bidder (if a single bidder) or the Lead Bidder (in case of "JV"), shall be registered under the Public Contract Act No. 3 of 1987 at the time of bid submission and the original certificate specifically obtained for this procurement shall be submitted with the Bidding Document. If not, Bid is treated as non-responsive and shall be rejected.</p> <p>(d) The Bidder (if a single bidder) or the Lead Bidder (in case of "JV"), bidding for this procurement, shall have manufactured and supplied not less than total of Five (05) million ISO/IEC 7810, ISO/IEC 10373 and ISO/IEC 24789 compatible 100% polycarbonate Identity Cards (with security and other features requested in this procurement) by across maximum of three (03) separate projects during the last three (3) years (2023–2025) executed for under the authority of government bodies, statutory institutions, or publicly mandated agencies from the production site / factory / plant declared for manufacturing pre-printed cards for this procurement. In the case of a JV, the Lead Bidder may rely on the manufacturing experience of a JV partner or a designated exclusive manufacturer, provided the declared production site and all proof requirements are met.</p> <p>Purchase Orders (POs) and Customer References (from end users of cards endorsing 100% Poly-carbonate, security features and ISO compatibilities) as well as sample ID Cards and relevant Test Reports from ISO/IEC 17025 certified independent laboratory (not related to Bidder) shall be submitted with respect to said projects as proof of ID Cards manufacturing capability of Principal. For the purpose of this clause, "bidder" refers to the Single bidder, Lead Bidder, JV partner, or designated exclusive supplier whose manufacturing experience is submitted to meet the requirements. Date of supply, manufacturer (plant/site), quantity and quality of cards supplied as well as complete contact details of respective customers (purchasers) shall be submitted for verification purposes. If POs and Customer References (minimum proof) are not submitted or not acceptable and requested standard of ID Card manufacturing experience is not evidenced by proof submitted, Bid is treated as non-responsive and shall be rejected.</p> <p>All previous supplies of Pre-printed Cards to the Purchaser, if any, shall be properly declared with complete details of such supplies separately</p> <p>(e) Bidder (if single bidder) or Lead Bidder (in case of "JV") and all Manufacturers (including Sub contractors) declared to be involved in the production of the pre-printed ID card or its structural components (Polycarbonate Card, Security features specially DOVID) shall be ISO 9001:2015 (Quality Management Systems) and ISO 14298 – Government Level (Graphic technology – Management of Security Printing Processes) certified by the closing date of the Bid (including production site(s) /</p>
--	---

	<p>factory(ies) / plant(s) declared for manufacturing pre-printed cards for this procurement). Manufacturer(s) name(s) shall be same as the name(s) stated on the certificate(s) with relevant scope. Documents, other than copies of ISO Certificates issued by recognized certification bodies, are not acceptable in this regard.</p> <p>Documentary evidence on these certifications shall be submitted by means of certified copies of the original certificates with the Bidding Document. If certificates are not acceptable or certificates are not submitted, Bid is treated as non-responsive and shall be rejected. (Certification shall be done by Authorized Officers to whom authority has been given through Resolutions, POAs and Agreements)</p> <p>(f) For all components of the card (including security features especially DOVID) that are not manufactured /offered by the Bidder (if a single Bidder) or the Lead Bidder (in case of “JV”) himself, Manufacturer’s Authorization Letters (MAL) shall strictly be submitted addressed to Purchaser using the format / template provided in this Bidding Document. As such, each manufacturer, whether a partner in JV or sub-contractor, for this procurement should submit MAL for the components manufactured by the respective Manufacturer. If not submitted, Bid is treated as non-responsive and shall be rejected.</p> <p>In all cases, MAL should be addressed to Chairperson, High Level Procurement Committee through Bidder, specifically issued to this procurement by mentioning the Bid Number. Name of “Bidder” (if bidding as a single Bidder) or “name of JV” (in case of JV), should appear at the appropriate place in MAL, in order to get “Bidder” of the bid to be legally bound. If not complied with the requirements specified above, Bid is treated as non-responsive and shall be rejected.</p> <p>(g) Bidder (if a single bidder) or all members (in case of “JV”) bidding for this procurement, shall submit Non-Collusion Affidavit along with the Bid as per the attached format.(if not, the bid offer shall be treated as a non-responsive bid)</p> <p>(h) The Bidder (if single bidder) or all partners (in case of “JV”), bidding for this procurement, shall submit the certified copies of Audited Financial Statements with auditor’s view (Statement of Financial perform &amp; Financial Position) of the company for the last three (03) years (2021/22-2023/24).</p> <p>(i) The Bidder or its subsidiaries or affiliated companies (if a single bidder) or any partner (in case of “JV”) or its subsidiaries or affiliated companies shall not be blacklisted by any government institution during the last five (05) years (2021–2025). A declaration shall be provided. (if not, the bid offer shall be treated as a non-responsive bid)</p>
<b>ITB 13.1</b>	Alternative Bids <del>shall not be</del> permitted.
<b>ITB 14.6 (b) (ii)</b>	DDP (Delivered Duty Paid)
<b>ITB 14.7</b>	The prices quoted by the Bidder <b>shall not be</b> adjustable.
<b>ITB 14.8</b>	Prices quoted shall correspond to <b>100 %</b> of the items.
<b>ITB 15.1</b>	Currencies of Bid; Bid value of the Cards shall be quoted in US Dollars (US\$) / Euro (€)

<b>ITB 19.2</b>	The Bidder <b>shall be</b> required to include with its bid the Manufacturer's Authorization, if the Bidder does not manufacture or produce the cards.
<b>ITB 19.3</b>	N/A
<b>ITB 20.1</b>	The bid shall be valid up to <b>12<sup>th</sup> June 2026</b>
<b>ITB 21.1</b>	<p>The Bidder shall provide Bid Security in LKR 20,000,000.00 or equivalent in any freely convertible currency in the form of bank guarantee (as per the format given in the bidding documents) issued by any licensed commercial bank operating in Sri Lanka or a foreign bank certified by a corresponding bank in Sri Lanka whereby the corresponding bank should be approved by the Central Bank of Sri Lanka.</p> <p>Bid security shall be issued in favor of; Secretary or his legal successor, Ministry of Digital Economy, Level 11, Unit No: 1101, One Galle Face Tower, No.1 A, Centre Road, Galle Face, Colombo 02.</p> <p>Bid Security shall remain valid up to <b>07<sup>th</sup> August 2026</b></p>
<b>ITB 22.1</b>	In addition to the original Bid, the number of copies is: <b>01 (one)</b>
<b>ITB 22.2</b>	Refer <b>ITB 11.1 (e)</b>
<b>D. Submission and Opening of Bids</b>	
<b>ITB 23.1</b>	Bidders <b>shall not</b> have the option of submitting their bids electronically.
<b>ITB 23.1 (b)</b>	Not Applicable
<b>ITB 23.2 (c)</b>	<p>The additional identification marks are:</p> <p>The inner and outer envelopes shall bear the following additional identification marks:</p> <p><b>Procurement of Five Million Preprinted Polycarbonate Cards for the Issuance of National Identity Card</b></p> <p><b>IFB No : DRP/ACC/07/33/2025</b></p>
<b>ITB 24.1</b>	<p>For <b>bid submission purposes</b> only, the Purchaser's address is :</p> <p>Attention : Chairperson, High Level Procurement Committee,</p> <p>Street address: Accounts Division,</p> <p style="padding-left: 40px;">Department for Registration of Persons,</p> <p style="padding-left: 40px;">C Wing, 12<sup>th</sup> Floor, Suhurupaya Building,</p> <p style="padding-left: 40px;">Sri Subhuthipura Road, Battaramulla.</p> <p style="padding-left: 40px;">Sri Lanka</p>
<b>ITB 24.1</b>	<p><b>The deadline for bid submission is:</b></p> <p>Date: 19<sup>th</sup> December 2025</p>

	Time: 02.00 p.m. (Local time)
<b>ITB 27.1</b>	<p>The bid opening shall take place at: Department for Registration of Persons, 13<sup>th</sup> Floor, Suhurupaya Building, Sri Subhuthipura Road, Battaramulla. Sri Lanka</p> <p>The Technical Bids will be opened immediately after the deadline for submission of bids.</p>
<b>ITB 27.1</b>	Not Applicable
<b>E. Evaluation, and Comparison of Bids</b>	
<b>ITB 34.1</b>	<p>The currency that shall be used for bid evaluation and comparison purposes to convert all bid prices expressed in various currencies into a single currency is: <b>Sri Lanka Rupees(SLR)</b></p> <p>The source of the selling exchange rate shall be: <b>Central Bank of Sri Lanka</b></p> <p><i>The date for the selling exchange rate shall be 28 days prior to the deadline for submission of the bids</i></p>
<b>ITB 36.1</b>	Bids shall be evaluated as per criteria specified in the Section 3 of the Bidding Document. Only the bids, which are substantially responsive, shall be considered for the opening of financial bids for detailed evaluation.
<b>F. Award of Contract</b>	
<b>ITB 41.1</b>	The maximum percentage by which quantities may be increased is 25%
<b>ITB 42.2</b>	After evaluation of Bids according to procedures described in the Bidding Document, the purchaser will inform all the bidders in writing the selection of the substantially responsive lowest evaluated Bidder and intention of contract award to such Bidder. The unsuccessful Bidders if they wish, within 10 working days of such notice may make representations to the Chairman, Procurement Appeal Board. Such representations shall be self-contained and a non-refundable cash deposit of LKR 100,000.00 shall be made.

## Specific Requirements for the Criteria

### 2.1 Eligibility and Pending Litigation

#### 2.1.1 Eligibility – (Revised)

Criteria	Compliance Requirements				Documents
Requirement	Single Entity	Joint Venture			Submission Requirements
		All Partners Combined	Each Partner	One Partner	
A bidder shall submit a Bid as a single bidder or in a Joint Venture (hereinafter referred to as “JV”), in which case the “Bidder” shall be the “JV” as a whole. The bidder shall be the Principal Manufacturer (hereinafter referred to as “Lead Bidder”) and the Bid shall be signed by the “Lead Bidder”. All partners in case of a JV need to be companies duly incorporated under laws of respective countries and shall be in the business for more than five (05) years as at date of closing of Bid. .(If not, the bid offer shall be treated as a non-responsive bid)	must meet requirement	not applicable	Must meet requirement	not applicable	Documents related to Company Registration, constitution/ articles, legal status, place of registration and principal place of business,
Bidder (if a single bidder) or all members (in case of “JV”) bidding for this procurement, shall be ISO 9001:2015 (Quality Management Systems) certified by the closing date of Bid. .(If not, the bid offer shall be treated as a non-responsive bid)	must meet requirement	not applicable	Must meet requirement	not applicable	Certified copies of the original certificates shall be submitted
Authorized signatory on the Bid and other related documents. .(If not, the bid offer shall be treated as a non-responsive bid)	must meet requirement	not applicable	must meet requirement	must meet requirement	All original documents mentioned in ITB 11.1 (e), a. (ii), (iii) of Section 2 - Bid Data Sheet
Bidder (if a single bidder) or the Lead Bidder (in case of “JV”); shall be registered under the Public Contract Act No. 3 of 1987 at the time of bid submission. .(If not, the bid offer shall be treated as a non-responsive bid)	must meet requirement	not applicable	not applicable	Must meet requirement (Lead bidder)	Original certificate specifically obtained for this procurement shall be submitted with the Bidding Document
The Bidder or its subsidiaries or affiliated companies (if a single bidder) or any partner (in case of “JV”) or its subsidiaries or affiliated companies shall not be blacklisted by any government institution during the last five (05) years (2021–2025). A declaration shall be provided. (if not, the bid offer shall be treated as a non-responsive bid)”	must meet requirement	not applicable	Must meet requirement	not applicable	The declaration



Criteria	Compliance Requirements				Documents
Requirement	Single Entity	Joint Venture			Submission Requirements
		All Partners Combined	Each Partner	One Partner	
For all components of the card (including security features especially DOVID) that are not manufactured /offered by the Bidder (if a single Bidder) or the Lead Bidder (in case of "JV") himself, Manufacturer's Authorization Letters (MAL) shall strictly be submitted addressed to Purchaser using the format / template provided in this Bidding Document. As such, each manufacturer, whether a partner in JV or sub-contractor, for this procurement should submit MAL for the components manufactured by the respective Manufacturer. If not submitted, Bid is treated as non-responsive and shall be rejected	must meet requirement	not applicable	not applicable	Must meet requirement (Lead bidder)	Original Document
Bidder (if a single bidder) or all members (in case of "JV") bidding for this procurement, shall submit Non-Collusion Affidavit along with the Bid as per the attached format.(if not, the bid offer shall be treated as a non-responsive bid)	must meet requirement	must meet requirement	must meet requirement	must meet requirement	Original Document

## 2.2.2 Production Capacity (Revised)

Criteria	Compliance Requirements				Documents
Requirement	Single Entity	Joint Venture			Submission Requirements
		All Partners Combined	Each Partner	One Partner	
<p>The Bidder (if a single bidder) or the Lead Bidder (in case of “JV”), bidding for this procurement, shall have manufactured and supplied not less than total of Five (05) million ISO/IEC 7810, ISO/IEC 10373 and ISO/IEC 24789 compatible 100% polycarbonate Identity Cards (with security and other features requested in this procurement) by across maximum of three (03) separate projects during the last three (3) years (2023–2025) executed for under the authority of government bodies, statutory institutions, or publicly mandated agencies from the production site / factory / plant declared for manufacturing pre-printed cards for this procurement. In the case of a JV, the Lead Bidder may rely on the manufacturing experience of a JV partner or a designated exclusive manufacturer, provided the declared production site and all proof requirements are met. Bidder can submit more than three Projects, if any. (If not acceptable or not submitted, Bid is treated as non-responsive and shall be rejected.)</p> <p>Purchase Orders (POs) and Customer References (from end users of cards endorsing 100% Poly-carbonate, security features and ISO compatibilities) as well as sample ID Cards and relevant Test Reports from ISO/IEC 17025 certified independent laboratory (not related to Principal or Lead Bidder) shall be submitted with respect to said projects as proof of ID Cards manufacturing capability of Principal. Date of supply, manufacturer (plant/site), quantity and quality of cards supplied as well as complete contact details of respective customers (purchasers) shall be submitted for verification purposes. If POs and Customer References (minimum proof) are not submitted or not acceptable and requested standard of ID Card manufacturing experience is not evidenced by proof submitted, Bid is treated as non-responsive and shall be rejected.</p> <p>All previous supplies of Pre-printed Cards to the Purchaser, if any, shall be properly declared with complete details of such supplies separately.</p>	must meet requirement	not applicable	not applicable	The principal	Form EXP - 1

## 2.3 Financial Situation

### 2.3.1 Historical Financial Performance

Criteria	Compliance Requirements				Documents
Requirement	Single Entity	Joint Venture			Submission Requirements
		All Partners Combined	Each Partner	One Partner	
Submission of audited financial statements for the last 3 years (2021/22–2023/24).to demonstrate the current soundness of the Bidder's financial position.	must meet requirement	not applicable	must meet requirement	not applicable	Form FIN - 1

### 2.3.2 Size of Operation (Average Annual Turnover)

Criteria	Compliance Requirements				Documents
Requirement	Single Entity	Joint Venture			Submission Requirements
		All Partners Combined	Each Partner	One Partner	
The Bidder (if single bidder) or all partners (in case of “JV”), bidding for this procurement, shall have an average annual turnover of at least US Dollars 10 Million / Euro 9 Million or above, with a minimum of US Dollars 5 Million / Euro 4.5 Million for each partner in case of JV, for a period of last three (03) years (2021/22– 2023/24)	must meet requirement of US Dollars 10 Million / Euro 9 Million	must meet requirement of US Dollars 10 Million / Euro 9 Million	must meet minimum requirement of US Dollars 5 Million / Euro 4.5 Million	not applicable	Form FIN - 2

### 2.3.3 Cash Flow Capacity

Criteria	Compliance Requirements				Documents
Requirement	Single Entity	Joint Venture			Submission Requirements
		All Partners Combined	Each Partner	One Partner	
The Bidder (if single bidder) or all partners (in case of “JV”), bidding for this procurement, shall possess a at least US Dollars 6 Million / Euro 5.5 Million net liquid assets (Current Assets – Inventory – Current Liabilities) or credit facilities for this procurement, with a minimum of US Dollars 3 Million / Euro 2.75 Million for each partner in case of JV. As a minimum, the Bidder's net worth for the last year calculated as the difference between total assets and total liabilities should be positive.	must meet requirement of US Dollars 6 Million / Euro 5.5 Million	must meet requirement of US Dollars 6 Million / Euro 5.5 Million	must meet minimum requirement of US Dollars 3 Million / Euro 2.75 Million	not applicable	Form FIN – 1 & Form FIN - 3

## Section 2 - Bid Data Sheet (Revised)

This section includes provisions that are specific to each procurement that supplement Section I, Instruction to Bidders. Whenever there is a conflict, the provisions herein shall prevail over those in Section I

<b>A. General</b>	
<b>ITB 1.1</b>	The Purchaser is: Ministry of Digital Economy represented by Department for Registration of Persons
<b>ITB 1.1</b>	<p>The name of the International Competitive Bidding (ICB) is: <b>Procurement of Five Million Preprinted Polycarbonate Cards for the Issuance of National Identity Card</b></p> <p>The identification number of the ICB is: DRP/ACC/07/33/2025</p>
<b>ITB 2.1</b>	No funding agency - Source of Funds: Government of Sri Lanka Terms referred as ADB and related terms to ADB have to be removed.
<b>B. Contents of Bidding Document</b>	
<b>ITB 7.1</b>	<p>For Clarification of bid purposes only,</p> <p>Attention : Chief Accountant, Address : Department for Registration of Persons 12<sup>th</sup> Floor, Wing B, Suhurupaya Building, Sri Subhuthipura Road, Battaramulla Sri Lanka.</p> <p>Telephone +94 115226172 Facsimile number +94 112177937 E-mail address <a href="mailto:drpprocurement@gmail.com">drpprocurement@gmail.com</a></p> <p>Clarifications should be submitted to the Purchaser no later than 14 days prior to the deadline for submission of Bids.</p>
<b>ITB 7.2</b>	<p>A Pre-Bid meeting shall take place at the following date, time and place.</p> <p>Date : 13<sup>th</sup> October 2025 Time: 02.00 p.m. (local time) Place: Auditorium, Department for Registration of Persons 13<sup>th</sup> Floor, Suhurupaya Building, Sri Subhuthipura Road Battaramulla, Sri Lanka.</p> <p>Bidders may also attend the meeting virtually. Bidders shall request via an email to the <a href="mailto:drpprocurement@gmail.com">drpprocurement@gmail.com</a> on or before <b>10<sup>th</sup> October 2025</b> in order to be provided the link to the online conference facility.</p>

<b>C. Preparation of Bids</b>	
<b>ITB 10.1</b>	The language of the Bid is: <b>English</b>
<b>ITB 11.1</b>	<p>a) The Bidder shall submit Technical Bid and Financial Bid in two separate envelopes and both Bids shall be in one sealed cover, which shall also be in duplicate marked as "Original" and "Copy".</p> <p>b) The Bidder shall submit with its Technical Bid the following documents;</p> <ol style="list-style-type: none"> <li>1. Letter of Technical Bid</li> <li>2. Bid Security</li> <li>3. Technical Specifications and requested documents</li> <li>4. Delivery Schedule</li> <li>5. All the other documents requested in ITB 11.1 (e) of Bid Data Sheet</li> </ol> <p>c) The Bidder shall submit with its Financial Bid the following documents;</p> <ol style="list-style-type: none"> <li>1. Bid Submission Form</li> <li>2. Price Schedule</li> </ol> <p>The bidder shall not include any price proposals or related documents in technical proposals. If the bidder includes any Price Information with technical Bids or inside the technical proposal envelop, it's bid will be rejected.</p>
<b>ITB 11.1 (e)</b>	<p>The Bidder shall submit the following additional mandatory documents;</p> <p>(a) "Bidder" shall be a Company registered in respective country for a period of more than five (05) years as at date of closing of Bid.</p> <p>A bidder shall submit a Bid as a single bidder or in a Joint Venture (hereinafter referred to as "JV"), in which case the "Bidder" shall be the "JV" as a whole. The bidder shall be the Principal Manufacturer (hereinafter referred to as "Lead Bidder") and the Bid shall be signed by the "Lead Bidder". All partners in case of a JV need to be companies duly incorporated under laws of respective countries and shall be in the business for more than five (05) years as at date of closing of Bid. The Bidder shall provide copies of original documents related to Company Registration, constitution/articles, legal status, place of registration and principal place of business, as proof.</p> <p>Bid submitted through a JV of two or more bidders as partners shall comply with the following:</p> <ol style="list-style-type: none"> <li>(i) Bid shall be submitted so as to be legally binding on all partners;</li> <li>(ii) Principal Manufacturer shall be nominated as the Lead Bidder. Authorization shall be given to the person, who signs the Bid Submission Form and all other documents, in terms of a legally acceptable Board Resolution or equivalent document as per the existing laws of respective countries, supported by a registered Power-of-Attorney (POA), irrespective of whether bidding as a single Bidder or as a Lead Bidder of a JV. If not submitted, Bid is treated as non-responsive and shall be rejected;</li> <li>(iii) A legally acceptable Board Resolution or equivalent document as per the existing laws of respective countries and supported by a</li> </ol>

	<p>registered POA shall also be submitted for the authorization of signature of persons, who sign the documents relevant to each Partner, with respect to this Bid. If not submitted, Bid is treated as non-responsive and shall be rejected;</p> <p>(iv) Bid shall contain a draft JV agreement duly signed and agreeable to all partners, stating terms and conditions, roles of each partner, etc., along with a legally acceptable MOU or Letter of Intention (LOI), specifying intention to form a JV if Bid is awarded to them. The JV Agreement shall comply with the draft JV Agreement, if not rejected. The Lead Bidder shall be authorized to incur liabilities and receive instructions for and on behalf of any and all partners of the JV. Entire execution of the contract, including payments, shall be done exclusively with the Lead Bidder. As such, nomination of Lead Bidder shall be evidenced by submitting a registered POA, signed by legally authorized signatories of all the partners and also declaring the consent or intent to form a JV in the event of award of the contract. If not submitted, Bid is treated as non-responsive and shall be rejected. Such agreement or declaration by an organization shall be exclusive to one Bid only (i.e. one party shall not give such consent to more than one Bid for this procurement);</p> <p>(v) A bidder shall submit only one Bid, either as a single Bidder on its own or as a Lead Bidder of a partner in a JV, in response to this procurement.</p> <p>(vi) A bidder which is a Bidder, whether as a single Bidder or as a partner in a JV, shall not be a Sub Contractor in any other bid for this procurement, except for the supply of commercially available products manufactured or produced by the bidder as well as purely incidental services. Non-compliance may result in the rejection of all Bids, in which the bidder (particular sub-contractor) participates as Bidder or as partner in a JV. As long as in compliance with these provisions or as long as unaffected by them due to not participating as Bidder or as partner in a JV, a bidder shall be proposed as a subcontractor in any number of bids for this procurement;</p> <p>(vii) Partner or combination of partners that is responsible for a specific component(s) of the final product, shall meet the relevant qualification criteria for that particular component;</p> <p>(viii) Bidder shall officially form the JV, in case of a successful bid, prior to attending to contract and shall submit the registered (legally acceptable) JV agreement at the time of signing the Contract Agreement. All partners of the JV shall be liable jointly and severally for the execution of the Contract in accordance with the Contract terms and a statement to this effect shall be included in the Contract; No consortium is accepted.</p> <p>(ix) All above-referred Agreements, POAs and Resolutions shall be legally binding within the jurisdiction of Sri Lanka and shall be properly signed and registered according to the acceptable legal practices and standards of Sri Lanka. If not acceptable, Bid is treated as non-responsive and shall be rejected. Documents of legal nature of Foreign Bidders related to, such as foreign POAs, should be notarized and endorsed/certified by Sri Lankan Embassy/ High Commissions/</p>
--	---

	<p>Consulates of the particular country. If a POA is registered in Sri Lanka, Embassy endorsement is not necessary.</p> <p>(b) Bidder (if a single bidder) or all members (in case of "JV") bidding for this procurement, shall be ISO 9001:2015 (Quality Management Systems) certified by the closing date of Bid. Certified copies of the original certificates shall be submitted separately by all members. If not, Bid is treated as non-responsive and shall be rejected. (Certification shall be done by Authorized Officers to whom authority has been given through Resolutions, POAs and Agreements). Documents, other than copies of ISO Certificates issued by recognized certification bodies, are not acceptable in this regard.</p> <p>(c) Bidder (if a single bidder) or the Lead Bidder (in case of "JV"), shall be registered under the Public Contract Act No. 3 of 1987 at the time of bid submission and the original certificate specifically obtained for this procurement shall be submitted with the Bidding Document. If not, Bid is treated as non-responsive and shall be rejected.</p> <p>(d) The Bidder (if a single bidder) or the Lead Bidder (in case of "JV"), bidding for this procurement, shall have manufactured and supplied not less than total of Five (05) million ISO/IEC 7810, ISO/IEC 10373 and ISO/IEC 24789 compatible 100% polycarbonate Identity Cards (with security and other features requested in this procurement) by across maximum of three (03) separate projects during the last three (3) years (2023–2025) executed for under the authority of government bodies, statutory institutions, or publicly mandated agencies from the production site / factory / plant declared for manufacturing pre-printed cards for this procurement. In the case of a JV, the Lead Bidder may rely on the manufacturing experience of a JV partner or a designated exclusive manufacturer, provided the declared production site and all proof requirements are met.</p> <p>Purchase Orders (POs) and Customer References (from end users of cards endorsing 100% Poly-carbonate, security features and ISO compatibilities) as well as sample ID Cards and relevant Test Reports from ISO/IEC 17025 certified independent laboratory (not related to Bidder) shall be submitted with respect to said projects as proof of ID Cards manufacturing capability of Principal. For the purpose of this clause, "bidder" refers to the Single bidder, Lead Bidder, JV partner, or designated exclusive supplier whose manufacturing experience is submitted to meet the requirements. Date of supply, manufacturer (plant/site), quantity and quality of cards supplied as well as complete contact details of respective customers (purchasers) shall be submitted for verification purposes. If POs and Customer References (minimum proof) are not submitted or not acceptable and requested standard of ID Card manufacturing experience is not evidenced by proof submitted, Bid is treated as non-responsive and shall be rejected.</p> <p>All previous supplies of Pre-printed Cards to the Purchaser, if any, shall be properly declared with complete details of such supplies separately</p> <p>(e) Bidder (if single bidder) or Lead Bidder (in case of "JV") and all Manufacturers (including Sub contractors) declared to be involved in the production of the pre-printed ID card or its structural components (Polycarbonate Card, Security features specially DOVID) shall be ISO 9001:2015 (Quality Management Systems) and ISO 14298 – Government Level (Graphic technology – Management of Security Printing Processes) certified by the closing date of the Bid (including production site(s) /</p>
--	---

	<p>factory(ies) / plant(s) declared for manufacturing pre-printed cards for this procurement). Manufacturer(s) name(s) shall be same as the name(s) stated on the certificate(s) with relevant scope. Documents, other than copies of ISO Certificates issued by recognized certification bodies, are not acceptable in this regard.</p> <p>Documentary evidence on these certifications shall be submitted by means of certified copies of the original certificates with the Bidding Document. If certificates are not acceptable or certificates are not submitted, Bid is treated as non-responsive and shall be rejected. (Certification shall be done by Authorized Officers to whom authority has been given through Resolutions, POAs and Agreements)</p> <p>(f) For all components of the card (including security features especially DOVID) that are not manufactured /offered by the Bidder (if a single Bidder) or the Lead Bidder (in case of “JV”) himself, Manufacturer’s Authorization Letters (MAL) shall strictly be submitted addressed to Purchaser using the format / template provided in this Bidding Document. As such, each manufacturer, whether a partner in JV or sub-contractor, for this procurement should submit MAL for the components manufactured by the respective Manufacturer. If not submitted, Bid is treated as non-responsive and shall be rejected.</p> <p>In all cases, MAL should be addressed to Chairperson, High Level Procurement Committee through Bidder, specifically issued to this procurement by mentioning the Bid Number. Name of “Bidder” (if bidding as a single Bidder) or “name of JV” (in case of JV), should appear at the appropriate place in MAL, in order to get “Bidder” of the bid to be legally bound. If not complied with the requirements specified above, Bid is treated as non-responsive and shall be rejected.</p> <p>(g) Bidder (if a single bidder) or all members (in case of “JV”) bidding for this procurement, shall submit Non-Collusion Affidavit along with the Bid as per the attached format.(if not, the bid offer shall be treated as a non-responsive bid)</p> <p>(h) The Bidder (if single bidder) or all partners (in case of “JV”), bidding for this procurement, shall submit the certified copies of Audited Financial Statements with auditor’s view (Statement of Financial perform &amp; Financial Position) of the company for the last three (03) years (2021/22-2023/24).</p> <p>(i) The Bidder or its subsidiaries or affiliated companies (if a single bidder) or any partner (in case of “JV”) or its subsidiaries or affiliated companies shall not be blacklisted by any government institution during the last five (05) years (2021–2025). A declaration shall be provided. (if not, the bid offer shall be treated as a non-responsive bid)</p>
<b>ITB 13.1</b>	Alternative Bids <del>shall not be</del> permitted.
<b>ITB 14.6 (b) (ii)</b>	DDP (Delivered Duty Paid)
<b>ITB 14.7</b>	The prices quoted by the Bidder <b>shall not be</b> adjustable.
<b>ITB 14.8</b>	Prices quoted shall correspond to <b>100 %</b> of the items.
<b>ITB 15.1</b>	Currencies of Bid; Bid value of the Cards shall be quoted in US Dollars (US\$) / Euro (€)



<b>ITB 19.2</b>	The Bidder <b>shall be</b> required to include with its bid the Manufacturer's Authorization, if the Bidder does not manufacture or produce the cards.
<b>ITB 19.3</b>	N/A
<b>ITB 20.1</b>	The bid shall be valid up to <b>12<sup>th</sup> June 2026</b>
<b>ITB 21.1</b>	<p>The Bidder shall provide Bid Security in LKR 20,000,000.00 or equivalent in any freely convertible currency in the form of bank guarantee (as per the format given in the bidding documents) issued by any licensed commercial bank operating in Sri Lanka or a foreign bank certified by a corresponding bank in Sri Lanka whereby the corresponding bank should be approved by the Central Bank of Sri Lanka.</p> <p>Bid security shall be issued in favor of; Secretary or his legal successor, Ministry of Digital Economy, Level 11, Unit No: 1101, One Galle Face Tower, No.1 A, Centre Road, Galle Face, Colombo 02.</p> <p>Bid Security shall remain valid up to <b>07<sup>th</sup> August 2026</b></p>
<b>ITB 22.1</b>	In addition to the original Bid, the number of copies is: <b>01 (one)</b>
<b>ITB 22.2</b>	Refer <b>ITB 11.1 (e)</b>
<b>D. Submission and Opening of Bids</b>	
<b>ITB 23.1</b>	Bidders <b>shall not</b> have the option of submitting their bids electronically.
<b>ITB 23.1 (b)</b>	Not Applicable
<b>ITB 23.2 (c)</b>	<p>The additional identification marks are:</p> <p>The inner and outer envelopes shall bear the following additional identification marks:</p> <p><b>Procurement of Five Million Preprinted Polycarbonate Cards for the Issuance of National Identity Card</b></p> <p><b>IFB No : DRP/ACC/07/33/2025</b></p>
<b>ITB 24.1</b>	<p>For <b>bid submission purposes</b> only, the Purchaser's address is :</p> <p>Attention : Chairperson, High Level Procurement Committee,</p> <p>Street address: Accounts Division,</p> <p style="padding-left: 40px;">Department for Registration of Persons,</p> <p style="padding-left: 40px;">C Wing, 12<sup>th</sup> Floor, Suhurupaya Building,</p> <p style="padding-left: 40px;">Sri Subhuthipura Road, Battaramulla.</p> <p style="padding-left: 40px;">Sri Lanka</p>
<b>ITB 24.1</b>	<p><b>The deadline for bid submission is:</b></p> <p>Date: 19<sup>th</sup> December 2025</p>

	Time: 02.00 p.m. (Local time)
<b>ITB 27.1</b>	<p>The bid opening shall take place at: Department for Registration of Persons, 13<sup>th</sup> Floor, Suhurupaya Building, Sri Subhuthipura Road, Battaramulla. Sri Lanka</p> <p>The Technical Bids will be opened immediately after the deadline for submission of bids.</p>
<b>ITB 27.1</b>	Not Applicable
<b>E. Evaluation, and Comparison of Bids</b>	
<b>ITB 34.1</b>	<p>The currency that shall be used for bid evaluation and comparison purposes to convert all bid prices expressed in various currencies into a single currency is: <b>Sri Lanka Rupees(SLR)</b></p> <p>The source of the selling exchange rate shall be: <b>Central Bank of Sri Lanka</b></p> <p><i>The date for the selling exchange rate shall be 28 days prior to the deadline for submission of the bids</i></p>
<b>ITB 36.1</b>	Bids shall be evaluated as per criteria specified in the Section 3 of the Bidding Document. Only the bids, which are substantially responsive, shall be considered for the opening of financial bids for detailed evaluation.
<b>F. Award of Contract</b>	
<b>ITB 41.1</b>	The maximum percentage by which quantities may be increased is 25%
<b>ITB 42.2</b>	After evaluation of Bids according to procedures described in the Bidding Document, the purchaser will inform all the bidders in writing the selection of the substantially responsive lowest evaluated Bidder and intention of contract award to such Bidder. The unsuccessful Bidders if they wish, within 10 working days of such notice may make representations to the Chairman, Procurement Appeal Board. Such representations shall be self-contained and a non-refundable cash deposit of LKR 100,000.00 shall be made.

## Specific Requirements for the Criteria

### 2.1 Eligibility and Pending Litigation

#### 2.1.1 Eligibility – (Revised)

Criteria	Compliance Requirements				Documents
Requirement	Single Entity	Joint Venture			Submission Requirements
		All Partners Combined	Each Partner	One Partner	
A bidder shall submit a Bid as a single bidder or in a Joint Venture (hereinafter referred to as “JV”), in which case the “Bidder” shall be the “JV” as a whole. The bidder shall be the Principal Manufacturer (hereinafter referred to as “Lead Bidder”) and the Bid shall be signed by the “Lead Bidder”. All partners in case of a JV need to be companies duly incorporated under laws of respective countries and shall be in the business for more than five (05) years as at date of closing of Bid. .(If not, the bid offer shall be treated as a non-responsive bid)	must meet requirement	not applicable	Must meet requirement	not applicable	Documents related to Company Registration, constitution/ articles, legal status, place of registration and principal place of business,
Bidder (if a single bidder) or all members (in case of “JV”) bidding for this procurement, shall be ISO 9001:2015 (Quality Management Systems) certified by the closing date of Bid. .(If not, the bid offer shall be treated as a non-responsive bid)	must meet requirement	not applicable	Must meet requirement	not applicable	Certified copies of the original certificates shall be submitted
Authorized signatory on the Bid and other related documents. .(If not, the bid offer shall be treated as a non-responsive bid)	must meet requirement	not applicable	must meet requirement	must meet requirement	All original documents mentioned in ITB 11.1 (e), a. (ii), (iii) of Section 2 - Bid Data Sheet
Bidder (if a single bidder) or the Lead Bidder (in case of “JV”); shall be registered under the Public Contract Act No. 3 of 1987 at the time of bid submission. .(If not, the bid offer shall be treated as a non-responsive bid)	must meet requirement	not applicable	not applicable	Must meet requirement (Lead bidder)	Original certificate specifically obtained for this procurement shall be submitted with the Bidding Document
The Bidder or its subsidiaries or affiliated companies (if a single bidder) or any partner (in case of “JV”) or its subsidiaries or affiliated companies shall not be blacklisted by any government institution during the last five (05) years (2021–2025). A declaration shall be provided. (if not, the bid offer shall be treated as a non-responsive bid)”	must meet requirement	not applicable	Must meet requirement	not applicable	The declaration

Criteria	Compliance Requirements				Documents
Requirement	Single Entity	Joint Venture			Submission Requirements
		All Partners Combined	Each Partner	One Partner	
For all components of the card (including security features especially DOVID) that are not manufactured /offered by the Bidder (if a single Bidder) or the Lead Bidder (in case of "JV") himself, Manufacturer's Authorization Letters (MAL) shall strictly be submitted addressed to Purchaser using the format / template provided in this Bidding Document. As such, each manufacturer, whether a partner in JV or sub-contractor, for this procurement should submit MAL for the components manufactured by the respective Manufacturer. If not submitted, Bid is treated as non-responsive and shall be rejected	must meet requirement	not applicable	not applicable	Must meet requirement (Lead bidder)	Original Document
Bidder (if a single bidder) or all members (in case of "JV") bidding for this procurement, shall submit Non-Collusion Affidavit along with the Bid as per the attached format.(if not, the bid offer shall be treated as a non-responsive bid)	must meet requirement	must meet requirement	must meet requirement	must meet requirement	Original Document

## 2.2.2 Production Capacity (Revised)

Criteria	Compliance Requirements			Documents	
		Joint Venture			
		All Partners Combined	Each Partner	One Partner	
<p>The Bidder (if a single bidder) or the Lead Bidder (in case of “JV”), bidding for this procurement, shall have manufactured and supplied not less than total of Fifteen (15) million ISO/IEC 7810, ISO/IEC 10373 and ISO/IEC 24789 compatible 100% polycarbonate Identity Cards (with security and other features requested in this procurement) by across maximum of three (03) separate projects during the last three (3) years (2023–2025) executed for under the authority of government bodies, statutory institutions, or publicly mandated agencies from the production site / factory / plant declared for manufacturing pre-printed cards for this procurement. In the case of a JV, the Lead Bidder may rely on the manufacturing experience of a JV partner or a designated exclusive manufacturer, provided the declared production site and all proof requirements are met. Bidder can submit more than three Projects, if any. (If not acceptable or not submitted, Bid is treated as non–responsive and shall be rejected.)</p> <p>Purchase Orders (POs) and Customer References (from end users of cards endorsing 100% Poly-carbonate, security features and ISO compatibilities) as well as sample ID Cards and relevant Test Reports from ISO/IEC 17025 certified independent laboratory (not related to Principal or Lead Bidder) shall be submitted with respect to said projects as proof of ID Cards manufacturing capability of Principal. Date of supply, manufacturer (plant/site), quantity and quality of cards supplied as well as complete contact details of respective customers (purchasers) shall be submitted for verification purposes. If POs and Customer References (minimum proof) are not submitted or not acceptable and requested standard of ID Card manufacturing experience is not evidenced by proof submitted, Bid is treated as non–responsive and shall be rejected.</p> <p>All previous supplies of Pre-printed Cards to the Purchaser, if any, shall be properly declared with complete details of such supplies separately.</p>	must meet requirement	not applicable	not applicable	The principal	Form EXP - 1

## 2.3 Financial Situation

### 2.3.1 Historical Financial Performance

Criteria	Compliance Requirements				Documents
Requirement	Single Entity	Joint Venture			Submission Requirements
		All Partners Combined	Each Partner	One Partner	
Submission of audited financial statements for the last 3 years (2021/22–2023/24).to demonstrate the current soundness of the Bidder's financial position.	must meet requirement	not applicable	must meet requirement	not applicable	Form FIN - 1

### 2.3.2 Size of Operation (Average Annual Turnover)

Criteria	Compliance Requirements				Documents
Requirement	Single Entity	Joint Venture			Submission Requirements
		All Partners Combined	Each Partner	One Partner	
The Bidder (if single bidder) or all partners (in case of “JV”), bidding for this procurement, shall have an average annual turnover of at least US Dollars 10 Million / Euro 9 Million or above, with a minimum of US Dollars 5 Million / Euro 4.5 Million for each partner in case of JV, for a period of last three (03) years (2021/22– 2023/24)	must meet requirement of US Dollars 10 Million / Euro 9 Million	must meet requirement of US Dollars 10 Million / Euro 9 Million	must meet minimum requirement of US Dollars 5 Million / Euro 4.5 Million	not applicable	Form FIN - 2

### 2.3.3 Cash Flow Capacity

Criteria	Compliance Requirements				Documents
Requirement	Single Entity	Joint Venture			Submission Requirements
		All Partners Combined	Each Partner	One Partner	
The Bidder (if single bidder) or all partners (in case of “JV”), bidding for this procurement, shall possess a at least US Dollars 6 Million / Euro 5.5 Million net liquid assets (Current Assets – Inventory – Current Liabilities) or credit facilities for this procurement, with a minimum of US Dollars 3 Million / Euro 2.75 Million for each partner in case of JV. As a minimum, the Bidder's net worth for the last year calculated as the difference between total assets and total liabilities should be positive.	must meet requirement of US Dollars 6 Million / Euro 5.5 Million	must meet requirement of US Dollars 6 Million / Euro 5.5 Million	must meet minimum requirement of US Dollars 3 Million / Euro 2.75 Million	not applicable	Form FIN – 1 & Form FIN - 3

## Section 4 - Bidding Forms (Revised)

### Table of Forms

Letter of Technical Bid.....	4-2
Bid Submission Form .....	4-4
Price Schedule for Goods to Be Offered from Outside and Within the Purchaser's Country .....	4-6
Bid Security.....	4-7
Manufacturer's Authorization .....	4-8
Non-collusion Affidavit.....	4-9
Bidder's Qualification.....	4-10
Form ELI – 1: Bidder's Information Sheet.....	4-11
Form ELI - 2: Joint Venture Information Sheet.....	4-12
Form LIT - 1: Pending Litigation and Arbitration .....	4-13
Form EXP - 1: Contractual Experience .....	4-14
Form FIN - 1: Historical Financial Performance .....	4-15
Form FIN - 2: Size of Operation (Average Annual Turnover).....	4-16
Form FIN - 3: Cash Flow Capacity .....	4-17

## Letter of Technical Bid-Revised

Date:

Invitation for Bid (IFB) No.: .....

To: **The Chairperson,  
High Level Procurement Committee,  
Ministry of Digital Economy,  
Level 11, Unit No: 1101, One Galle Face Tower,  
No.1 A, Centre Road, Galle Face,  
Sri Lanka.**

We, the undersigned, declare that:

- (a) We have examined and have no reservations to the Bidding Document, including Addenda issued in accordance with Instructions to Bidders (ITB) 8.
- (b) We offer to supply in conformity with the Bidding Document and in accordance with the delivery schedule specified in Section 6 (Schedule of Supply), the following Goods and Related Services:  
  
**Procurement of Five Million Preprinted Polycarbonate Cards for the Issuance of National Identity Card**
- (c) We, including any subcontractors or suppliers for any part of the contract, do not have any conflict of interest in accordance with ITB 4.3.
- (d) We are not participating, as a Bidder in more than one Bid in this bidding process in accordance with ITB 4.3(e).
- (e) Our firm, its affiliates or subsidiaries, including any subcontractors or suppliers for any part of the Contract, has not been declared ineligible, under the Purchaser's country laws.
- (h) We understand that this Bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal Contract is prepared and executed.
- (i) We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive.



- 
- (j) We agree to permit Purchaser or its representative to inspect our accounts and records and other documents relating to the bid submission and to have them audited by auditors appointed by the Purchaser.

Name \_\_\_\_\_

In the capacity of \_\_\_\_\_

Signed \_\_\_\_\_

Duly authorized to sign the Bid for and on behalf of \_\_\_\_\_

Date \_\_\_\_\_

## Bid Submission Form-Revised

Date:

Invitation for Bid (IFB) No.: .....

To: **The Chairperson,  
High Level Procurement Committee,  
Ministry of Digital Economy,  
Level 11, Unit No: 1101, One Galle Face Tower,  
No.1 A, Centre Road, Galle Face,  
Sri Lanka.**

We, the undersigned, declare that:

- (a) We have examined and have no reservations to the Bidding Document, including Addenda issued in accordance with Instructions to Bidders (ITB) 8.
- (b) We offer to supply in conformity with the Bidding Document and in accordance with the delivery schedule specified in Section 6 (Schedule of Supply), the following Goods and Related Services:

**Procurement of Five Million Preprinted Polycarbonate Cards for the Issuance of National Identity Card**

- (c) The total price of our Bid, excluding any discounts offered in item (d) below, is

.....  
.....

- (d) The discounts offered and the methodology for their application is as follows:

.....  
.....

- (e) Our Bid shall be valid till ....., for period of .....days from the date fixed for the bid submission deadline in accordance with the Bidding Document, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
- (f) If our Bid is accepted, we commit to obtain a Performance Security in the amount of **Ten (10)** percent of the Contract Price for the due performance of the Contract.
- (g) Our firm, its affiliates or subsidiaries, including any subcontractors or suppliers for any part of the Contract, has not been declared ineligible, under the Purchaser's country laws.
- (i) We understand that this Bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal Contract is prepared and executed.

---

(j) We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive.

(k) We agree to permit Purchaser or its representative to inspect our accounts and records and other documents relating to the bid submission and to have them audited by auditors appointed by the Purchaser.

Name \_\_\_\_\_

In the capacity of \_\_\_\_\_

Signed \_\_\_\_\_

Duly authorized to sign the Bid for and on behalf of \_\_\_\_\_

Date \_\_\_\_\_

## Price Schedule for Goods - Revised

### to be offered from Outside the Purchaser's Country

Name of Bidder ..... IFB Number: .....

1	2	3	4	5	6
Item	Description	Quantity	Unit Price (US\$/ Euro (€))	Total Price (US\$/ Euro (€)) – (3 x 4)	Total Price in SLR – (5 x Exchange rate*)
1	Preprinted Polycarbonate Cards for the Issuance of National Identity Card	5,000,000			

\* The date for the selling exchange rate shall be 28 days prior to the deadline for submission of the bids.

\* Values mentioned in column 6 will be used only for the evaluation purpose.

All Local expenses including clearance charges, all Import taxes and Charges, transportation and related chargers, handling charges and fees, local insurance, local agent commission/ local profit, all local Taxes and other expenses up to delivery point as mentioned in the Delivery Schedule should be included.

Total Bid value In Words, (Column 5)

.....

Total Bid value In Words, SLRs (Column 6)

.....

I do here by agree to supply the above items at the rate quoted in the price schedule and according to GCC, SCC and specifications of the Bidding document which I have read and understood and agreed. I further agreed to keep the Bid valid till ..... **2026**.

Date this ..... Day of ..... 2025.

Duly authorized Signature of the Bidder ..... in the capacity of ..... **(Affix common seal of the Bidder)**

---

# Bid Security

*[insert bank's name, and address of issuing branch or office]*<sup>1</sup>

**Beneficiary:** Secretary or his legal successor, Ministry of Digital Economy  
Level 11, Unit No: 1101, One Galle Face Tower,  
No.1 A, Centre Road, Galle Face,  
Sri Lanka.

**Date:**

**Bid Guarantee No.:** *[insert number]*

We have been informed that . . . . . *[insert name of the bidder]* . . . . . (hereinafter called "the Bidder") has submitted to you its bid dated . . . . . *[insert date (as day, month, and year)]* . . . . . (hereinafter called "the Bid") for the execution of . . . . . *[insert name of contract]* . . . . . under Invitation for Bids No. . . . . *[insert IFB number]* . . . . . ("the IFB").

Furthermore, we understand that, according to your conditions, bids must be supported by a bid guarantee.

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

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

This guarantee will expire (a) if the Bidder is the successful Bidder, upon our receipt of copies of the Contract Agreement signed by the Bidder and the Performance Security issued to you upon the instruction of the Bidder; or (b) if the Bidder is not the successful Bidder, upon the earlier of (i) our receipt of a copy of your notification to the Bidder of the name of the successful Bidder, or (ii) 28 days after the expiration of the Bidder's bid.

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

. . . . . *Authorized signature(s) and bank's seal (where appropriate)* . . . . .

**-- Note --**

*In case of a joint venture, the bid security must be in the name of all partners to the joint venture that submits the bid.*

---

<sup>1</sup> All italicized text is for use in preparing this form and shall be deleted from the final document.

## Manufacturer's Authorization

Date: ..... *[insert date (as day, month, and year) of bid submission]* .....

Invitation for Bid No.: .....

To: Chairperson, High Level Procurement Committee,  
Ministry of Digital Economy,  
Level 11, Unit No: 1101, One Galle Face Tower,  
No.1 A, Centre Road, Galle Face,  
Colombo 02.  
Sri Lanka.

We ..... *[insert complete name of the manufacturer]* ....., who are official manufacturers of ..... *[insert type of goods manufactured]* ....., having factories at ..... *[insert full address of manufacturer's factories]* ....., do hereby authorize ..... *[insert complete name of the bidder]* ..... to submit a bid the purpose of which is to provide the following goods, manufactured by us ..... *[insert name and/or brief description of the goods]* ....., and to subsequently negotiate and sign the Contract.

We hereby extend our full guarantee and warranty in accordance with Clause 28 of the General Conditions, with respect to the goods offered by the above firm.

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

Name: *[insert complete name(s) of authorized representative(s) of the manufacturer]*

Title: *[insert title]*

Duly authorized to sign this Authorization on behalf of *[insert complete name of the manufacturer]*

Dated on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ *[insert date of signing]*

### **-- Note --**

*All italicized text is for use in preparing this form and shall be deleted from the final document.*

*The bidder shall require the manufacturer to fill out this form in accordance with the instructions indicated. This letter of authorization should be signed by a person with the proper authority to sign documents that are binding on the manufacturer. The bidder shall include it in its bid, if so indicated in the Bid Data Sheet (BDS).*

## Non-collusion Affidavit-Revised (Procurement No. DRP/ACC/07/33/2025)

The undersigned bidder or agent hereby solemnly, sincerely, and truly declares and affirms/makes an oath and states as follows;

- a) That he/she has not, nor has any other member, representative, or agent of the firm, company, corporation, or partnership representing him/her, entered into any combination, collusion, or similar agreement with any person in connection with the price to be bid;
- b) That he/she or anyone representing him/her has not taken any step whatsoever to prevent any person from bidding, nor to induce anyone to refrain from bidding; and
- c) That this bid is made without reference to any other bid and without any agreement, understanding, or combination with any other person in reference to this bid. He/she further states that no person, firm, or corporation has received or will receive, directly or indirectly, any rebate, fee, gift, commission, or thing of value in connection with the submission of this bid.

The bidder accepts full responsibility for ensuring the absence of collusion and hereby pledges to abide by fair and ethical competition practices throughout the procurement process and fully comply with the applicable Procurement Guidelines.

I hereby affirm, under the penalties for perjury, that all statements made by me in this affidavit are true and correct.

Stamp  
Rs.25.00

The foregoing Affidavit having been duly read over and explained by me to the Affirmant above named and he/she having understood the contents

Signature of the bidder (with seal)

Therein and admitted to be correct, affirmed and set his/her signature hereto before me) on this ..... day of ..... at

.....  
JUSTICES OF THE PEACE/  
COMMISSIONER OF OATHS  
Official Frank

## **Bidder's Qualification**

To establish its qualifications to perform the contract in accordance with Section 3 (Evaluation and Qualification Criteria), the Bidder shall provide the information requested in the corresponding Information Sheets included hereunder.



---

**Form ELI - 1: Bidder's Information Sheet**

Bidder's Information	
<b>Bidder's legal name</b>	
<b>In case of a Joint Venture, legal name of each partner</b>	
<b>Bidder's country of constitution</b>	
<b>Bidder's year of constitution</b>	
<b>Bidder's legal address in country of constitution</b>	
<b>Bidder's authorized representative</b> (name, address, telephone number(s), fax number(s) and e-mail address)	
<b>Attached are copies of the following documents:</b>  <input type="checkbox"/> 1. In case of a single entity, articles of incorporation or constitution of the legal entity named above, in accordance with ITB 4.1 and ITB 4.2  <input type="checkbox"/> 2. Authorization to represent the firm or Joint Venture named above, in accordance with ITB 22.2  <input type="checkbox"/> 3. In case of a Joint Venture, a letter of intent / MOU to form a Joint Venture or Joint Venture agreement, in accordance with ITB 4.1  <input type="checkbox"/> 4. In case of a government-owned enterprise, any additional documents not covered under 1 above required to comply with ITB 4.5	

**Form ELI - 2: Joint Venture Information Sheet**

Each member of the Joint Venture must fill out this form separately.

<b>Joint Venture Information</b>	
<b>Bidder's legal name</b>	
<b>Joint Venture Partner's legal name</b>	
<b>Joint Venture Partner's country of constitution</b>	
<b>Joint Venture Partner's year of constitution</b>	
<b>Joint Venture Partner's legal address in country of constitution</b>	
<b>Joint Venture Partner's authorized representative information</b> (name, address, telephone number(s), fax number(s) and e-mail address)	
<b>Attached are copies of the following documents:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> 1. Articles of incorporation or constitution of the legal entity named above, in accordance with ITB 4.1 and ITB 4.2</li> <li><input type="checkbox"/> 2. Authorization to represent the firm named above, in accordance with ITB 22.2</li> <li><input type="checkbox"/> 3. In the case of a government-owned enterprise, documents establishing legal and financial autonomy and compliance with commercial law, in accordance with ITB 4.5</li> </ul>	

---

### Form LIT – 1: Pending Litigation and Arbitration

Each Bidder must fill out this form if so required under Criterion 2.1.2 of Section 3 (Evaluation and Qualification Criteria) to describe any pending litigation or arbitration formally commenced against it.

In case of a Joint Venture, each Joint Venture Partner must fill out this form separately and provide the Joint Venture Partner's name below:

Joint Venture Partner: \_\_\_\_\_

Pending Litigation and Arbitration			
<b>Choose one of the following:</b>			
<input type="checkbox"/> No pending litigation and arbitration.			
<input type="checkbox"/> Below is a description of all pending litigation and arbitration against the Bidder (or each Joint Venture member if Bidder is a Joint Venture).			
Year	Matter in Dispute	Value of Pending Claim in \$ or Equivalent	Value of Pending Claim as a Percentage of Net Worth

**- Note -**

*This form shall only be included if Criterion 2.1.2 of Section 3 (Evaluation and Qualification Criteria) is applicable.*

**Form EXP – 1: Contractual Experience - Revised**

Fill out one (1) form per contract.

Contractual Experience		
Contract No .	Contract Identification	
Award Date		Completion Date
Role in Contract	<input type="checkbox"/> Manufacturer <input type="checkbox"/> Supplier <input type="checkbox"/> Subcontractor	
Total Contract Amount		
If partner in a joint venture or subcontractor, specify participation of total contract amount	Percent of Total	Amount
Purchaser's name Address Telephone/Fax Number E-mail		
Description of the Similarity in Accordance with Criterion 2.2.1 of Section 3 (Evaluation and Qualification Criteria)		

**- Note -**

*This form shall only be included if Criterion 2.2.1 of Section 3 (Evaluation and Qualification Criteria) is applicable.*

## Form FIN - 1: Historical Financial Performance

Each Bidder must fill out this form.

In case of a Joint Venture, each Joint Venture Partner must fill out this form separately and provide the Joint Venture Partner's name below:

Single entity/ Joint Venture Partner: \_\_\_\_\_

	Financial Data for Previous 03 Years (US \$ / Euro (€))		
	Year 1:	Year 2:	Year 3:

### Information from Balance Sheet

Total Assets (TA)			
Total Liabilities (TL)			
Net Worth = TA-TL			
Current Assets (CA)			
Inventories (IV)			
Current Liabilities (CL)			
Net liquid assets/ Working Capital = CA – IV - CL			

Most Recent Working Capital		To be obtained for most recent year and carried forward to FIN - 3 Line 1; in case of joint ventures, to the corresponding Joint Venture Partner's FIN - 3.
-----------------------------	--	---

### Information from Income Statement

Total Revenues			
Profits Before Taxes			
Profits After Taxes			

- ☐ Attached are copies of financial statements (balance sheets including all related notes, and income statements) for the last \_\_\_\_\_ years, as indicated above, complying with the following conditions:
- Unless otherwise required by Section 3 of the Bidding Documents, all such documents reflect the financial situation of the legal entity or entities comprising the Bidder and not the Bidder's parent companies, subsidiaries, or affiliates.
  - Historical financial statements must be audited by a certified accountant.
  - Historical financial statements must be complete, including all notes to the financial statements.
  - Historical financial statements must correspond to accounting periods already completed and audited (no statements for partial periods shall be requested or accepted).

#### - Note -

*This form shall only be included if Criterion 2.3.1 of Section 3 (Evaluation and Qualification Criteria) is applicable.*

**Form FIN - 2: Size of Operation (Average Annual Turnover)**

Each Bidder must fill out this form.

The information supplied should be the Annual Turnover of the Bidder or each member of a Joint Venture in terms of the amounts billed to clients for each year for work in progress or completed, converted to **US \$ / Euro (€)** at the rate of exchange at the end of the period reported.

In case of a Joint Venture, each Joint Venture Partner must fill out this form separately and provide the Joint Venture Partner's name below:

Single entity / Joint Venture Partner: \_\_\_\_\_

Annual Turnover Data for the Last 03 Years			
Year	Amount Currency	Exchange Rate	US \$ / Euro (€)

**Average Annual Turnover**

**- Note -**

*This form shall only be included if Criterion 2.3.2 of Section 3 (Evaluation and Qualification Criteria) is applicable.*

---

**Form FIN - 3: Cash Flow Capacity**

Specify proposed sources of financing, such as working capital, liquid assets,<sup>1</sup> lines of credit, and other financial resources (other than any contractual advance payments) available to meet the cash flow requirements indicated under Criterion 2.3.3 of Section 3 (Evaluation and Qualification Criteria).

Financial Resources		
No.	Source of financing	Amount (US \$ / Euro (€))
1		
2		
3		
4		
5		

**- Note -**

*This form shall only be included if Criterion 2.3.3 of Section 3 (Evaluation and Qualification Criteria) is applicable.*

---

<sup>1</sup> Liquid assets mean cash and cash equivalents, short-term financial instruments, short-term available-for-sale-securities, marketable securities, trade receivables, short-term financing receivables, and other assets that can be converted into cash within one (1) year.

## 1. Delivery and Completion Schedule - Revised

Line Item No.	Description of Goods	Quantity	Unit	Final (Project Site) Destination as specified in BDS	Delivery Time	
					<i>Expected Delivery Times</i>	<i>Bidder's offered Delivery Time</i>
01	Pre Printed Polycarbonate Cards	5,000,000 (excluding 250 cards for pre-production testing)	Nos.	Department for Registration of Persons, 13th Floor, "Suhurupaya", Sri Subhuthipura Road, Battaramulla, Sri Lanka	1st Batch – 1.5 million cards: 120 days after signing agreement, handing over the artwork by the Purchaser and receipt of the test reports	
					2nd batch – 1.5 million cards: within 120 days from the date of order by the Purchaser	
					3rd batch – 02 million cards: within 120 days from the date of order by the Purchaser	

Name \_\_\_\_\_

In the capacity of \_\_\_\_\_

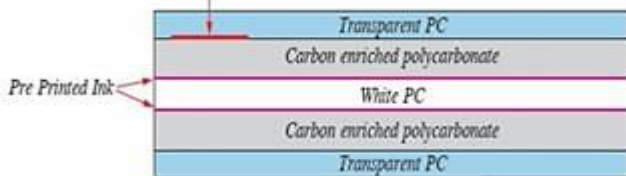
Signed \_\_\_\_\_

Duly authorized to sign the Bid for and on behalf of \_\_\_\_\_

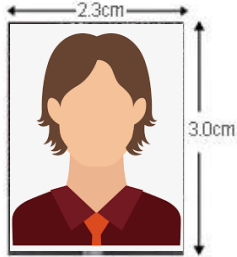


## 1. TECHNICAL, FUNCTIONAL AND NON-FUNCTIONAL REQUIREMENTS (Revised)

To be completed by the bidder and submitted with the bidding documents. Please use additional pages as annexes (with correct references) if the given space is not sufficient. All items are mandatory.

Purchaser's Requirements		Yes/ No	Bidder's Response (Should be in detail referring to documentary evidences)
1. Make	(Specify by Bidder)		
2. Country of Origin of Card Supplier	(Specify by Bidder)		
3. Country of Card Manufacturing Location	(Specify by Bidder)		
4. ID Card physical properties	Physical properties of the card i.e. material, construction, resistance etc. to be complied with latest edition of ISO standards (ISO 7810) - 100% polycarbonate.		
5. Physical dimensions	Card size shall comply with Type ID-1 as defined in ISO/IEC 7810 (i.e. 85.60 mm x 53.98 mm and thickness of 0.76 mm). In the case, if there is a deviation of the millimeters specified in this paragraph, those specifications may also be considered subject to the fitness for the purpose of the card and detailed structure of the card should be submitted with the bid. No. of layers should not be less than the drawing, but may be higher. Thickness of each layer must be given by the supplier, and mentioning the thickness is mandatory. Card size shall comply with Type ID-1 as defined in ISO/IEC 7810.		
	<p>DOVID* * Diffractive Optically Variable Image Device</p>  <p>Note:</p> <ol style="list-style-type: none"> <li>1). Number of layers should not be less than the drawing, but may be higher. Thickness of each layer must be given by the supplier, and mentioning the thickness is mandatory.</li> </ol>		

6. Card service life	The ID card shall comply with ISO/IEC 24789 standards with D3 durability profile with respect to the card service life (refer item no 15).		
7. Card material	Card material shall be 100% Polycarbonate. The card structure and construction must include a protective over-laminate on both sides as the outer most layers, exterior to the pre-printed background. No pre-printing or personalization should appear on the over-laminate. All layers of the card must be fused to form a uniform card body capable of withstanding the applicable durability tests.		
8. Mechanical strength and durability	The pre-fabricated card (completed with card base, pre-printing, security features and protective over laminate) must pass the test procedures defined in ISO/IEC 10373 with respect to mechanical strength and durability.		
9. Personalization compatibility	The pre-fabricated card shall be compatible with standard non-invasive, non-contact inner-layer personalization (laser engraving) with 600 – 1200 dpi or better and personalized security features (e.g. laser perforation, changing images, etc.) systems on both surfaces (i.e. front and back). Personalization will include holders photograph (monochrome, Photo should be engraved on top of security design), text (Unicode format in three official languages of Sri Lanka), a QR code and personalized security features. Art work and card design will be provided to selected bidder.		
10. Pre-printed information	<p>The card must be pre-printed (on both sides) based on the art-work and related information that will be given by the DRP after the contract award and signing of a Non-Disclosure Agreement. In general, the pre-printing will include the following types of information.</p> <ol style="list-style-type: none"> <li>1. Colored card background on both sides according to the artwork given</li> <li>2. Field headers (static data) in black</li> <li>3. Card-stock serial number consisting of a batch number (5-digit alpha-numerical) and a 3-digit running serial number and a validation digit computed according to the algorithm given by Purchaser.</li> </ol> <p>All pre-printed information must be made in an inner layer (i.e. inner to the protective over-laminate) of the card structure (applicable for both front and back sides)</p>		
11. Pre-printed languages	Pre-printed (static) data may include Sinhala, Tamil and English characters in uni-code compatible fonts.		
12. Static security features	Bidders should provide following static security features on the Duplex pre-printed card. Security features may appear on both front and back side of the card (only one instance of each security device) at locations determined by the background artwork. All items in the specifications are mandatory unless otherwise specifically mentioned. Card surface should be glossy.		

	1. DOVID – front side of the card - Inlayer DOVID - Bidders are expected to provide a metallic & transparent holographic element embedded inside of the card as per the diagram in item no 05 of Technical Specification (Physical Dimensions) and a portion of such hologram will be placed on card holder's photo.		
	<p>2). Photograph is engraved on the background design. (not on white background)</p> 		
	3. Rainbow Printing, - front side of the card		
	4. Guilloche Lines Print, - both side of the card		
	5. Micro-text Print, - on both side		
	6. Optical Variable Ink		
	7. UV Reactive Visible Ink Print - appear only once on either front or back as per the design of Purchaser		
	8. Infra-Red Florescent Print - appear only once on either front or back as per the design of Purchaser		
	9. Deliberate error		
	Bidder must provide details. If this requested features not clearly mentioned with the bid, offer treated as a non-responsive bid		
13. Anti-forgery technologies for Photo and data substitutions	<p>Security features which provide against alteration of data and images including Photograph.</p> <p>The bidders must provide a detailed description of how the security features requested to be deployed on the card (card body structure and pre-printing) to address each of the following types of threats.</p>		

	<ul style="list-style-type: none"> <li>I. Counterfeiting and forged ID cards including “look-alikes” at Level 1 verification</li> <li>II. Counterfeiting from cannibalized cards</li> <li>III. Alteration and tampering</li> <li>IV. Photograph, data substitution</li> <li>V. Scanning and copying</li> </ul> <p>Bidders should provide how the all static security features requested by the Purchaser on the Duplex pre-printed card address each of the types of threats.</p>		
14. Self-destructive structure	The ID card structure and composition must be self-destructive on any attempt to tamper or alteration of the card material and information contained.		
15. Designed Service life	The card must have designed service life for more than ten (10) years under the typical environment and usage patterns in Sri Lanka.		
16. Card Delivery	Pre-printed cards must be delivered within Delivery Period to Purchaser in securely sealed blocks (batches) of 250 cards. Each block should contain a batch control sheet (certified by the card manufacturer) containing the serial numbers, production batch and production date in text and machine readable formats.		
17. Testing and Certification	<p>All Cards must be technically, mechanically and physically similar without any differences such as alignment, thickness, etc. and entire supply of Cards will be rejected if any defects or discrepancies detected. If any defects or discrepancies detected after cards have been delivered and are in use, supplier shall be responsible and a penalty will be imposed as specified in the Contract Data of the Bid Document.</p> <p>Purchaser shall print the cards using existing personalization system (IXLA ID 5) after cards are received to the Purchaser. If in case, cards do not meet the expected results, Purchaser shall reject the cards.</p> <p>The card to be supplied for this Bid must be 100% compatible with the following laser engraving requirements of the Personalization System, such as;</p> <ul style="list-style-type: none"> <li>a. Personalization devices that are compatible with ISO/IEC 7810 complaint ID cards.</li> <li>b. Personalization compatibility - Personalization system must be compatible with standard non-invasive, non-contact inner-layer personalization (laser engraving) with 600 dpi or better and personalized security features systems on both surfaces (i.e. front and back).</li> <li>c. Duplexing capability - Personalization devices must support automatic duplex personalization (i.e. personalization on both sides of the card)</li> <li>d. Laser source - The personalization device must be equipped with a air-cooled solid-state laser source (Diode Pumped Solid State Laser or compatible)</li> </ul>		

	<p>suitable for personalization of ID cards on specified materials</p> <ul style="list-style-type: none"> <li>e. Laser power and safety - Laser power must be 10W or higher. Appliance must be certified for Class I or better in terms safety</li> <li>f. Card Material Types - Must be compatible with 100% Polycarbonate ID card materials. The device must be compatible with the structural and security features of ID cards</li> <li>g. Personalization types - The device must be capable of sub-surface and</li> <li>h. Personalization area - Should not be less than 0.2 inches from all card edges</li> </ul> <p>Bidder shall submit, with the Bidding Document, 50 Nos. of non-personalized printable and testable Pre-printed sample cards (shall not be blank cards) with relevant Test Report from ISO/IEC 17025 certified independent laboratory (not related to Principal or Lead Bidder), in order to emphasize that the Principal is capable of supplying 100% polycarbonate Pre-printed ID Cards compatible with the requested security and other features and ISO compatibilities with respect to this procurement. If the sample cards cannot be personalized within above mentioned ranges in the existing personalization environment of Purchaser, the Bid is treated as non-responsive and shall be rejected. (These are samples from either previous projects or samples made by manufacturer to demonstrate capabilities and experience. Need not be specifically designed for this tender. Bidder can submit multiple types of sample cards to demonstrate all security feature requested including DOVID.)</p>		
18. Factory Acceptance and Testing	<p>After signing the Contract Agreement and Non-Disclosure Agreement, contracted Bidder shall supply 250 nos. of 100% polycarbonate Pre-printed Cards, with proposed security features and ISO compatibilities, as per the artwork given by Purchaser and these samples will be tested (pre-testing) from an ISO/IEC 17025 certified independent laboratory, nominated and selected by the Purchaser, to confirm compliance of the proposed cards with technical specifications, prior to the commencement of production. Cost incurred for all Laboratory Tests will be borne by the Purchaser (not by the Bidder).</p> <p>Before delivery, three (03) technical representatives of the purchaser shall visit the factory and inspect card stock management, production process and destruction of the default cards before packing of first batch (one factory visit). Cost incurred must be borne by the supplier. Randomly selected 250 Nos. samples from the supplied pre-printed cards to the purchaser of each batch will be tested again, from an ISO/IEC 17025 certified independent laboratory nominated and selected by the Purchaser and compared with test results of pre-tested cards for compliance. If not complied with the requirements of Purchaser, entire lot shall be rejected and proceed as per the contract agreement. Cost incurred for all Laboratory Tests will be borne by the Purchaser (not by the Bidder).</p>		

General and Non-Functional Requirements			
01. Delivery and re-order lead time	Bidder must provide details on the minimum lead time required for re-ordering of ID cards according to the same specifications (if required).		

**DRP Requirement for the Card Data (Personalization Information):**

01. Card Data (Personalization Information)	A high level committee has been formulated to recommend the personalization information and layout design. Based on the committee's recommendations, the Purchaser will finalize the exact personalization information and card layout design. Therefore the following table is tentative:
02. Front-side (Personalization information)	Government Logo Holders Photograph Proposed security features <b><u>Following details and titles should be printed in Sinhala, Tamil and English Languages.</u></b>  Name of the Country Name of the Card (i.e. National Identity Card) Holders Name Date of Birth Gender Holders Signature
03. Back-side (Personalization information)	Card Serial Number ( <b><u>in visual</u></b> ) Proposed Security features QR Code <b><u>Following details and titles should be printed in Sinhala, Tamil and English Languages.</u></b>  Holder's Address Place of Birth Date of Issuance Name, Designation and Signature of Issuing Officer

**Name of the Bidder**

**Signature**

**Company Seal**

**Note:** Bidder's response must be detail and must refer to the documentary evidence and supportive proof of technical details. The proposals submitted without the dully filled compliance sheet will not be considered for evaluation and rejected as non-responsive



## Section 8 - Special Conditions of Contract-Revised

The following Special Conditions of Contract (SCC) shall supplement the General Conditions of Contract (GCC). Whenever there is a conflict, the provisions herein shall prevail over those in the GCC.

<b>GCC 1.1(j)</b>	The Purchaser's country is: <b><i>Democratic Socialist Republic of Sri Lanka</i></b>
<b>GCC 1.1(k)</b>	The Purchaser is: <b><i>Ministry of Digital Economy represented by Department for Registration of Persons</i></b>
<b>GCC 1.1 (q)</b>	The Site is: Department for Registration of Persons, 13 <sup>th</sup> Floor, "Suhurupaya", Sri Subhuthipura Road, Battaramulla. Sri Lanka.
<b>GCC 4.2 (b)</b>	Not applicable
<b>GCC 5.1</b>	The language shall be: <b><i>English Language</i></b>
<b>GCC 8.1</b>	For <b><u>notices</u></b> , the Purchaser's address shall be:  Attention : Department for Registration of Persons, 13th Floor, "Suhurupaya", Sri Subhuthipura Road, Battaramulla. Sri Lanka  Telephone : <b>+94115226172</b>  Fax : <b>+94112177937</b> E-mail : drpprocurement@gmail.com
<b>GCC 9.1</b>	The governing law shall be: <b><i>Democratic Socialist Republic of Sri Lanka</i></b>
<b>GCC 10.2</b>	The formal mechanism for the resolution of disputes shall be:  In the case of a dispute between the Purchaser and the Supplier, dispute shall be referred to adjudication or arbitration in accordance with the laws of the Purchaser's country, <b><i>Democratic Socialist Republic of Sri Lanka</i></b> .
<b>GCC 11.1</b>	The Scope of Supply shall be defined in Section VI, Schedule of Supply, at the time of awarding the Contract; the Purchaser will specify any change in the scope of supply with respect to section IV, schedule of supply included in the bidding document. Such changes may be due, for instance, if the quantities of Goods and Related Services are increased or decreased at the time of award.
<b>GCC 12.1</b>	Details of shipping and documents to be furnished by the Supplier shall be:  Upon delivery of the Goods to the transporter, the Supplier shall notify the Purchaser and send the following documents to the Purchaser:  (a) Supplier's invoice showing the description of the Goods, quantity, unit price, and total amount.  (b) Delivery note



	<p>(c) Manufacturer's or Supplier's warranty certificate if any</p> <p>(d) Inspection certificate issued by the nominated inspection agency, and the Supplier's factory inspection report.</p> <p>(e) Certificate of origin if any</p> <p>The Purchaser shall receive the above documents by the arrival of the Goods and, if not received, the purchaser will not be responsible for any consequences.</p>
<b>GCC 15.2</b>	The price adjustment shall be: <b><i>Not applicable</i></b>
<b>GCC 16.1</b>	<p>The method and conditions of payment to be made to the supplier under this Contract shall be as follows:</p> <p>Selected Supplier shall supply 250 Nos. Pre-printed Cards (within 45 - 60 days), with all security features as per the artwork given, from signing the contract agreement and non-disclosure agreement, for further verifications (Pre-testing) from an independent laboratory nominated and selected by the Purchaser to confirm their compliance to technical specifications. The 250 Cards used for the pre-test should not be included in the 5,000,000 Cards. (as per the terms and conditions in contract agreement)</p> <p>From the card stock delivered as per the delivery schedule, randomly selected 250 Nos. of cards will be tested again from an independent laboratory nominated and selected by Purchaser, and compared with the pre-tested cards. These 250 cards shall be included in 5,000,000. (as per the terms and conditions in contract agreement)</p> <p>Upon delivery and sample test results accepted by the Purchaser, 98% of the total price of each lot (if the total quantity is delivered), will be released to the Supplier. The balance 2% shall be released only after the complete utilization of the total quantity of each lot.</p> <p>Price revisions are not entertained and no penalty shall be paid to the bidder by the purchaser for payment delays under any circumstances.</p>
<b>GCC 16.3</b>	<p>Payments will be made through Telegraphic Transfers (TT)</p> <p>Payments will be made no later than 30 days after completion of all the requirements of the purchaser.</p>
<b>GCC 16.4</b>	Payment will be made by the currency quoted by the bidder. (USD or Euro).
<b>GCC 18.1</b>	Performance Security shall be required. - Supplier shall, within fourteen (14) days of the notification of contract award, provide performance security of Ten percent (10%) of the total Contract Price for the total performance/delivery period + another 60 days. Value of the Performance Security shall be reduced proportionately after delivery of each batch of cards.
<b>GCC 18.3</b>	The Performance Security shall be in the following form: <i>Unconditional Performance Guarantee as per the format given in Section IX, Contract forms.</i>

<b>GCC 18.4</b>	Performance security shall cover the Supplier's warranty obligations in accordance with GCC Clause 28.3.  Discharge of the Performance Security shall take place: 60 days <i>after fulfilment of obligation under the Contract</i> .
<b>GCC 23.2</b>	<b>Not applicable</b>
<b>GCC 24.1</b>	<b>Not applicable</b>
<b>GCC 25.1</b>	Obligations for transportation of the Goods shall be in accordance with:  The Supplier is required to transport the Goods to a specified place of final destination within the Purchaser's country, defined as the Project Site, in the Purchaser's country, including insurance and storage, as shall be specified in the Contract, shall be arranged by the Supplier, and related costs shall be included in the Contract Price.
<b>GCC 26.2</b>	The inspections and tests shall be conducted in the evaluation process on the discretion of the Purchaser.
<b>GCC 27.1</b>	The liquidated damages shall be <b>0.5%</b> per week or part thereof
<b>GCC 27.1</b>	The maximum amount of liquidated damages shall be: <b>5%</b> of the Total Contract Price.
<b>GCC 28.5</b>	The Supplier shall correct any defects covered by the Warranty within <b>28 Days</b> of being notified by the Purchaser.
<b>GCC 30.1 (b)</b>	The amount of aggregate liability shall be: <b>100% of Contract Value.</b>

## 1. Delivery and Completion Schedule - Revised

Line Item No.	Description of Goods	Quantity	Unit	Final (Project Site) Destination as specified in BDS	Delivery Time	
					<i>Expected Delivery Times</i>	<i>Bidder's offered Delivery Time</i>
01	Pre Printed Polycarbonate Cards	5,000,000 (excluding 250 cards for pre-production testing)	Nos.	Department for Registration of Persons, 13th Floor, "Suhurupaya", Sri Subhuthipura Road, Battaramulla, Sri Lanka	1st Batch – 1.5 million cards: 120 days after signing agreement, handing over the artwork by the Purchaser and receipt of the test reports	
					2nd batch – 1.5 million cards: within 120 days from the date of order by the Purchaser	
					3rd batch – 02 million cards: within 120 days from the date of order by the Purchaser	

Name \_\_\_\_\_

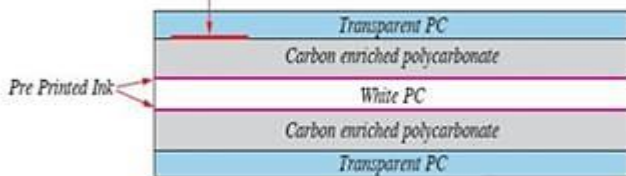
In the capacity of \_\_\_\_\_

Signed \_\_\_\_\_

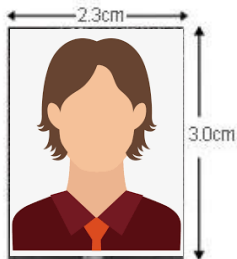
Duly authorized to sign the Bid for and on behalf of \_\_\_\_\_

## 1. TECHNICAL, FUNCTIONAL AND NON-FUNCTIONAL REQUIREMENTS (Revised)

To be completed by the bidder and submitted with the bidding documents. Please use additional pages as annexes (with correct references) if the given space is not sufficient. All items are mandatory.

Purchaser's Requirements		Yes/ No	Bidder's Response (Should be in detail referring to documentary evidences)
1. Make	(Specify by Bidder)		
2. Country of Origin of Card Supplier	(Specify by Bidder)		
3. Country of Card Manufacturing Location	(Specify by Bidder)		
4. ID Card physical properties	Physical properties of the card i.e. material, construction, resistance etc. to be complied with latest edition of ISO standards (ISO 7810) - 100% polycarbonate.		
5. Physical dimensions	Card size shall comply with Type ID-1 as defined in ISO/IEC 7810 (i.e. 85.60 mm x 53.98 mm and thickness of 0.76 mm). In the case, if there is a deviation of the millimeters specified in this paragraph, those specifications may also be considered subject to the fitness for the purpose of the card and detailed structure of the card should be submitted with the bid. No. of layers should not be less than the drawing, but may be higher. Thickness of each layer must be given by the supplier, and mentioning the thickness is mandatory. Card size shall comply with Type ID-1 as defined in ISO/IEC 7810.		
	<p>DOVID* * Diffractive Optically Variable Image Device</p>  <p>Note:</p> <ol style="list-style-type: none"> <li>1). Number of layers should not be less than the drawing, but may be higher. Thickness of each layer must be given by the supplier, and mentioning the thickness is mandatory.</li> </ol>		

6. Card service life	The ID card shall comply with ISO/IEC 24789 standards with D3 durability profile with respect to the card service life (refer item no 15).		
7. Card material	Card material shall be 100% Polycarbonate. The card structure and construction must include a protective over-laminate on both sides as the outer most layers, exterior to the pre-printed background. No pre-printing or personalization should appear on the over-laminate. All layers of the card must be fused to form a uniform card body capable of withstanding the applicable durability tests.		
8. Mechanical strength and durability	The pre-fabricated card (completed with card base, pre-printing, security features and protective over laminate) must pass the test procedures defined in ISO/IEC 10373 with respect to mechanical strength and durability.		
9. Personalization compatibility	The pre-fabricated card shall be compatible with standard non-invasive, non-contact inner-layer personalization (laser engraving) with 600 – 1200 dpi or better and personalized security features (e.g. laser perforation, changing images, etc.) systems on both surfaces (i.e. front and back). Personalization will include holders photograph (monochrome, Photo should be engraved on top of security design), text (Unicode format in three official languages of Sri Lanka), a QR code and personalized security features. Art work and card design will be provided to selected bidder.		
10. Pre-printed information	<p>The card must be pre-printed (on both sides) based on the art-work and related information that will be given by the DRP after the contract award and signing of a Non-Disclosure Agreement. In general, the pre-printing will include the following types of information.</p> <ol style="list-style-type: none"> <li>1. Colored card background on both sides according to the artwork given</li> <li>2. Field headers (static data) in black</li> <li>3. Card-stock serial number consisting of a batch number (5-digit alpha-numerical) and a 3-digit running serial number and a validation digit computed according to the algorithm given by Purchaser.</li> </ol> <p>All pre-printed information must be made in an inner layer (i.e. inner to the protective over-laminate) of the card structure (applicable for both front and back sides)</p>		
11. Pre-printed languages	Pre-printed (static) data may include Sinhala, Tamil and English characters in uni-code compatible fonts.		
12. Static security features	Bidders should provide following static security features on the Duplex pre-printed card. Security features may appear on both front and back side of the card (only one instance of each security device) at locations determined by the background artwork. All items in the specifications are mandatory unless otherwise specifically mentioned. Card surface should be glossy.		

	1. DOVID – front side of the card – Inlayer DOVID – Bidders are expected to provide a metallic & transparent holographic (or equivalent optically variable) element embedded inside of the card as per the diagram in item no 05 of Technical Specification (Physical Dimensions) and a portion of such hologram will be placed on card holder's photo.		
	<p>2). Photograph is engraved on the background design. (not on white background)</p> 		
	3. Rainbow Printing, - front side of the card		
	4. Guilloche Lines Print, - both side of the card		
	5. Micro-text Print, - on both side		
	6. Optical Variable Ink		
	7. UV Reactive Visible Ink Print - appear only once on either front or back as per the design of Purchaser		
	8. Infra-Red Florescent Print - appear only once on either front or back as per the design of Purchaser		
	9. Deliberate error		
	Bidder must provide details. If this requested features not clearly mentioned with the bid, offer treated as a non-responsive bid		
13. Anti-forgery technologies for Photo and data substitutions	<p>Security features which provide against alteration of data and images including Photograph.</p> <p>The bidders must provide a detailed description of how the security features requested to be deployed on the card (card body structure and pre-printing) to address each of the following types of threats.</p>		

	<ul style="list-style-type: none"> <li>I. Counterfeiting and forged ID cards including “look-alikes” at Level 1 verification</li> <li>II. Counterfeiting from cannibalized cards</li> <li>III. Alteration and tampering</li> <li>IV. Photograph, data substitution</li> <li>V. Scanning and copying</li> </ul> <p>Bidders should provide how the all static security features requested by the Purchaser on the Duplex pre-printed card address each of the types of threats.</p>		
14. Self-destructive structure	The ID card structure and composition must be self-destructive on any attempt to tamper or alteration of the card material and information contained.		
15. Designed Service life	The card must have designed service life for more than ten (10) years under the typical environment and usage patterns in Sri Lanka.		
16. Card Delivery	Pre-printed cards must be delivered within Delivery Period to Purchaser in securely sealed blocks (batches) of 250 cards. Each block should contain a batch control sheet (certified by the card manufacturer) containing the serial numbers, production batch and production date in text and machine readable formats.		
17. Testing and Certification	<p>All Cards must be technically, mechanically and physically similar without any differences such as alignment, thickness, etc. and entire supply of Cards will be rejected if any defects or discrepancies detected. If any defects or discrepancies detected after cards have been delivered and are in use, supplier shall be responsible and a penalty will be imposed as specified in the Contract Data of the Bid Document.</p> <p>Purchaser shall print the cards using existing personalization system (IXLA ID 5) after cards are received to the Purchaser. If in case, cards do not meet the expected results, Purchaser shall reject the cards.</p> <p>The card to be supplied for this Bid must be 100% compatible with the following laser engraving requirements of the Personalization System, such as;</p> <ul style="list-style-type: none"> <li>a. Personalization devices that are compatible with ISO/IEC 7810 complaint ID cards.</li> <li>b. Personalization compatibility - Personalization system must be compatible with standard non-invasive, non-contact inner-layer personalization (laser engraving) with 600 dpi or better and personalized security features systems on both surfaces (i.e. front and back).</li> <li>c. Duplexing capability - Personalization devices must support automatic duplex personalization (i.e. personalization on both sides of the card)</li> <li>d. Laser source - The personalization device must be equipped with a air-cooled solid-state laser source (Diode Pumped Solid State Laser or compatible)</li> </ul>		

	<p>suitable for personalization of ID cards on specified materials</p> <ul style="list-style-type: none"> <li>e. Laser power and safety - Laser power must be 10W or higher. Appliance must be certified for Class I or better in terms safety</li> <li>f. Card Material Types - Must be compatible with 100% Polycarbonate ID card materials. The device must be compatible with the structural and security features of ID cards</li> <li>g. Personalization types - The device must be capable of sub-surface and</li> <li>h. Personalization area - Should not be less than 0.2 inches from all card edges</li> </ul> <p>Bidder shall submit, with the Bidding Document, 50 Nos. of non-personalized printable and testable Pre-printed sample cards (shall not be blank cards) with relevant Test Report from ISO/IEC 17025 certified independent laboratory (not related to Principal or Lead Bidder), in order to emphasize that the Principal is capable of supplying 100% polycarbonate Pre-printed ID Cards compatible with the requested security and other features and ISO compatibilities with respect to this procurement. If the sample cards cannot be personalized within above mentioned ranges in the existing personalization environment of Purchaser, the Bid is treated as non-responsive and shall be rejected. (These are samples from either previous projects or samples made by manufacturer to demonstrate capabilities and experience. Need not be specifically designed for this tender. Bidder can submit multiple types of sample cards to demonstrate all security feature requested including DOVID.)</p>		
18. Factory Acceptance and Testing	<p>After signing the Contract Agreement and Non-Disclosure Agreement, contracted Bidder shall supply 250 nos. of 100% polycarbonate Pre-printed Cards, with proposed security features and ISO compatibilities, as per the artwork given by Purchaser and these samples will be tested (pre-testing) from an ISO/IEC 17025 certified independent laboratory, nominated and selected by the Purchaser, to confirm compliance of the proposed cards with technical specifications, prior to the commencement of production. Cost incurred for all Laboratory Tests will be borne by the Purchaser (not by the Bidder).</p> <p>Before delivery, three (03) technical representatives of the purchaser shall visit the factory and inspect card stock management, production process and destruction of the default cards before packing of first batch (one factory visit). Cost incurred must be borne by the supplier. Randomly selected 250 Nos. samples from the supplied pre-printed cards to the purchaser of each batch will be tested again, from an ISO/IEC 17025 certified independent laboratory nominated and selected by the Purchaser and compared with test results of pre-tested cards for compliance. If not complied with the requirements of Purchaser, entire lot shall be rejected and proceed as per the contract agreement. Cost incurred for all Laboratory Tests will be borne by the Purchaser (not by the Bidder).</p>		
<b>General and Non-Functional Requirements</b>			



01. Delivery and re-order lead time	Bidder must provide details on the minimum lead time required for re-ordering of ID cards according to the same specifications (if required).		
-------------------------------------	---	--	--

**DRP Requirement for the Card Data (Personalization Information):**

01. Card Data (Personalization Information)	A high level committee has been formulated to recommend the personalization information and layout design. Based on the committee's recommendations, the Purchaser will finalize the exact personalization information and card layout design. Therefore the following table is tentative:
02. Front-side (Personalization information)	Government Logo Holders Photograph Proposed security features <b><u>Following details and titles should be printed in Sinhala, Tamil and English Languages.</u></b>  Name of the Country Name of the Card (i.e. National Identity Card) Holders Name Date of Birth Gender Holders Signature
03. Back-side (Personalization information)	Card Serial Number ( <b><u>in visual</u></b> ) Proposed Security features QR Code <b><u>Following details and titles should be printed in Sinhala, Tamil and English Languages.</u></b>  Holder's Address Place of Birth Date of Issuance Name, Designation and Signature of Issuing Officer

**Name of the Bidder**

**Signature**

**Company Seal**

**Note:** Bidder's response must be detail and must refer to the documentary evidence and supportive proof of technical details. The proposals submitted without the dully filled compliance sheet will not be considered for evaluation and rejected as non-responsive

## Section 8 - Special Conditions of Contract-Revised

The following Special Conditions of Contract (SCC) shall supplement the General Conditions of Contract (GCC). Whenever there is a conflict, the provisions herein shall prevail over those in the GCC.

<b>GCC 1.1(j)</b>	The Purchaser's country is: <b><i>Democratic Socialist Republic of Sri Lanka</i></b>
<b>GCC 1.1(k)</b>	The Purchaser is: <b><i>Ministry of Digital Economy represented by Department for Registration of Persons</i></b>
<b>GCC 1.1 (q)</b>	The Site is: Department for Registration of Persons, 13 <sup>th</sup> Floor, "Suhurupaya", Sri Subhuthipura Road, Battaramulla. Sri Lanka.
<b>GCC 4.2 (b)</b>	Not applicable
<b>GCC 5.1</b>	The language shall be: <b><i>English Language</i></b>
<b>GCC 8.1</b>	For <b><u>notices</u></b> , the Purchaser's address shall be:  Attention : Department for Registration of Persons, 13th Floor, "Suhurupaya", Sri Subhuthipura Road, Battaramulla. Sri Lanka  Telephone : <b>+94115226172</b>  Fax : <b>+94112177937</b> E-mail : drpprocurement@gmail.com
<b>GCC 9.1</b>	The governing law shall be: <b><i>Democratic Socialist Republic of Sri Lanka</i></b>
<b>GCC 10.2</b>	The formal mechanism for the resolution of disputes shall be:  In the case of a dispute between the Purchaser and the Supplier, dispute shall be referred to adjudication or arbitration in accordance with the laws of the Purchaser's country, <b><i>Democratic Socialist Republic of Sri Lanka</i></b> .
<b>GCC 11.1</b>	The Scope of Supply shall be defined in Section VI, Schedule of Supply, at the time of awarding the Contract; the Purchaser will specify any change in the scope of supply with respect to section IV, schedule of supply included in the bidding document. Such changes may be due, for instance, if the quantities of Goods and Related Services are increased or decreased at the time of award.
<b>GCC 12.1</b>	Details of shipping and documents to be furnished by the Supplier shall be:  Upon delivery of the Goods to the transporter, the Supplier shall notify the Purchaser and send the following documents to the Purchaser:  (a) Supplier's invoice showing the description of the Goods, quantity, unit price, and total amount.  (b) Delivery note

	<p>(c) Manufacturer's or Supplier's warranty certificate if any</p> <p>(d) Inspection certificate issued by the nominated inspection agency, and the Supplier's factory inspection report.</p> <p>(e) Certificate of origin if any</p> <p>The Purchaser shall receive the above documents by the arrival of the Goods and, if not received, the purchaser will not be responsible for any consequences.</p>
<b>GCC 15.2</b>	The price adjustment shall be: <b><i>Not applicable</i></b>
<b>GCC 16.1</b>	<p>The method and conditions of payment to be made to the supplier under this Contract shall be as follows:</p> <p>Selected Supplier shall supply 250 Nos. Pre-printed Cards (within 45 - 60 days), with all security features as per the artwork given, from signing the contract agreement and non-disclosure agreement, for further verifications (Pre-testing) from an independent laboratory nominated and selected by the Purchaser to confirm their compliance to technical specifications. The 250 Cards used for the pre-test should not be included in the 5,000,000 Cards. (as per the terms and conditions in contract agreement)</p> <p>From the card stock delivered as per the delivery schedule, randomly selected 250 Nos. of cards will be tested again from an independent laboratory nominated and selected by Purchaser, and compared with the pre-tested cards. These 250 cards shall be included in 5,000,000. (as per the terms and conditions in contract agreement)</p> <p>Upon delivery and sample test results accepted by the Purchaser, 98% of the total price of each lot (if the total quantity is delivered), will be released to the Supplier. The balance 2% shall be released only after the complete utilization of the total quantity of each lot.</p> <p>Price revisions are not entertained and no penalty shall be paid to the bidder by the purchaser for payment delays under any circumstances.</p>
<b>GCC 16.3</b>	<p>Payments will be made through Telegraphic Transfers (TT)</p> <p>Payments will be made no later than 30 days after completion of all the requirements of the purchaser.</p>
<b>GCC 16.4</b>	Payment will be made by the currency quoted by the bidder. (USD or Euro).
<b>GCC 18.1</b>	Performance Security shall be required. - Supplier shall, within fourteen (14) days of the notification of contract award, provide performance security of Ten percent (10%) of the total Contract Price for the total performance/delivery period + another 60 days. Value of the Performance Security shall be reduced proportionately after delivery of each batch of cards.
<b>GCC 18.3</b>	The Performance Security shall be in the following form: <i>Unconditional Performance Guarantee as per the format given in Section IX, Contract forms.</i>

<b>GCC 18.4</b>	Performance security shall cover the Supplier's warranty obligations in accordance with GCC Clause 28.3.  Discharge of the Performance Security shall take place: 60 days <i>after fulfilment of obligation under the Contract</i> .
<b>GCC 23.2</b>	<b>Not applicable</b>
<b>GCC 24.1</b>	<b>Not applicable</b>
<b>GCC 25.1</b>	Obligations for transportation of the Goods shall be in accordance with:  The Supplier is required to transport the Goods to a specified place of final destination within the Purchaser's country, defined as the Project Site, in the Purchaser's country, including insurance and storage, as shall be specified in the Contract, shall be arranged by the Supplier, and related costs shall be included in the Contract Price.
<b>GCC 26.2</b>	The inspections and tests shall be conducted in the evaluation process on the discretion of the Purchaser.
<b>GCC 27.1</b>	The liquidated damages shall be <b>0.5%</b> per week or part thereof
<b>GCC 27.1</b>	The maximum amount of liquidated damages shall be: <b>5%</b> of the Total Contract Price.
<b>GCC 28.5</b>	The Supplier shall correct any defects covered by the Warranty within <b>28 Days</b> of being notified by the Purchaser.
<b>GCC 30.1 (b)</b>	The amount of aggregate liability shall be: <b>100% of Contract Value.</b>