



CEYLON PETROLEUM STORAGE TERMINALS LIMITED

BIDDING DOCUMENT
NATIONAL COMPETITIVE BIDDING

FOR

**SUPPLY, INSTALLATION, TESTING,
COMMISSIONING AND MAINTENANCE OF GPS
BASED VEHICLE TRACKING SYSTEM AND FUEL
TANK MONITORING SOLUTION AT CPSTL**

TENDER REF NO: KPR/42/2022

Employer:

Ceylon Petroleum Storage Terminals Limited,
Oil Installation, Kolonnawa.
Wellampitiya

Engineer:

Manager Premises & Engineering Services
Ceylon Petroleum Storage Terminals Limited,
Oil Installation, Kolonnawa.
Wellampitiya

Issued to :

Issued by :

Date :

September 2022

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VOLUME - 01

SECTION 01 : INSTRUCTIONS TO BIDDERS
SECTION 02 : STANDARD FORMS (CONTRACT)
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SECTION - 1

INSTRUCTIONS TO BIDDERS

Instructions to Bidders applicable to this contract are that given in Section-I of the Standard Bidding Document for Procurement of Works. ICTAD Publication No.ICTAD/SBD/01, Second Edition ,January 2007, published by Construction Industry Development Authority (CIDA), “Savsiripaya”, 123, Wijerama Mawatha, Colombo 07.

Instructions to Bidders shall be read in conjunction with the Bidding Data provided under section-5 of the Bidding Document (Volume 2)

Instructions to Bidders will not be a part of the contract.

DRAFT

SECTION – 2
STANDARD FORMS (CONTRACT)

- *Form of letter of acceptance*
- *Form of agreement*
- *Form of performance security*
- *Form of advance payment security*

DRAFT

FORM OF LETTER OF ACCEPTANCE
[LETTER HEADING PAPER OF THE PROCURING ENTITY]

----- [date]

To: -----
[name and address of the Contractor]

This is to notify you that your bid dated ----- *[insert date]* for the Contract -----
 ----- *[name of the Contract and identification number]* for the Contract price of ----- *[name of currency]*
 ----- *[amount in figures and words]* as corrected in accordance with Instructions to Bidders and / or modified by a Memorandum of Understanding, is hereby accepted.

The adjudicator shall be ----- *[name and address of the Adjudicator, if agreed]* / shall be appointed by the Institute for Construction Training and Development (ICTAD).

You are hereby instructed to proceed with the execution of the said Works and Services in accordance with the Contract documents.

The Start Date shall be: ----- *(fill the date as per Conditions of Contract)*.

The amount of Performance Security is : ----- *(fill the date as per Conditions of Contract)*.

The Performance Security shall be submitted on or before ----- *(fill the date as per Conditions of Contract)*.

Authorized Signature : -----

Name and title of Signatory: -----

Name of Agency: -----

STANDARD FORM: AGREEMENT

This AGREEMENT, made the -----[day] day of -----[month] 20----- [year] between _____ -----[name and address of Employer] (hereinafter called “the Employer”) of the one part, and ----- [name and address of Contractor] (hereinafter called “the Contractor”) of the other part.

WHEREAS the Employer desires that the Contractor execute ----- [name and identification number of Contract] (hereinafter called “the Works”) and the Employer has accepted the Bid by the Contractor for the execution and completion of such Works and the remedying of any defects therein.

NOW THIS AGREEMENT WITNESSETH as follows:

1. In this Agreement, words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to, and they shall be deemed to form and be read and construed as part of this Agreement.
2. In consideration of the payments to be made by the Employer to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the Employer to execute and complete the Works and remedy any defects therein in conformity in all respects with the provisions of the Contract.
3. The Employer hereby covenants to pay the Contractor in consideration of the execution and completion of the Works and the remedying of defects wherein the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

IN WITNESS whereof the parties thereto have caused this Agreement to be executed the day and year aforementioned in accordance with laws of Sri Lanka.

.....
Authorized signature of Contractor
Employer

.....
Authorized signature of

COMMON SEAL

COMMON SEAL

In the presence of:
Witnesses:

1. Name and NIC No. :
- Signature :
- Address :
2. Name and NIC No. :
- Signature :
- Address :

**FORM OF PERFORMANCE SECURITY
(UNCONDITIONAL)**

.....
(Issuing Agency's Name and Address of Issuing Branch or Office)

Beneficiary:
.....
[Name and Address of employer]

Date:

PERFORMANCE GUARANTEE NO. :

We have been informed that
..... *(Name of Contractor)*
(hereinafter called "the Contractor") has entered into Contract No.
.....(Reference No. of the Contract) dated
..... With you, for the
..... [*name of the contract and brief description of works*]
(hereinafter called "the Contract").

Furthermore, we understand that, according to the conditions of the Contract, a performance guarantee is required.

At the request of the Contractor, we
..... *(name of agency)*
hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of *(amount in figures)*
.....
..... *(amount in words)* upon receipt by us of your first demand in writing accompanied by a written statement stating that the Contractor is in breach of its obligation(s) under the Contract, without your needing to prove or to show grounds for your demand or the sum specified therein.

This guarantee shall expire, no later than the day of 20.....
(insert date, 28 days beyond the intended Completion Date) and any demand for payment under it must be received by us at this office on or before that date.

.....
Signature(s)

FORM OF ADVANCE PAYMENT SECURITY

.....
.....
(Name and Address of Agency, and Address of Issuing Branch or Office)

Beneficiary :..... [Name and Address of employer]

Date:

ADVANCE PAYMENT GUARANTEE NO. :

We have been informed that *(Name of Contractor)* (hereinafter called “the Contractor”) has entered into Contract No. *(Reference No. of the Contract)* dated With you, for the [*name of contract & brief description*] (hereinafter called “the Contract”).

Furthermore, we understand that, according to the conditions of the Contract, an advance payment in the sum.....*(amount in figures)* *(amount in words)* to be made against an advance payment guarantee.

At the request of the Contractor, we *(name of issuing agency)* hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of *(amount in figures)* *(amount in words)* upon receipt by us of your first demand in writing accompanied by a written statement stating that the Contractor is in breach of its obligation in repayment of the advance payment under the Contract.

The maximum amount of this guarantee shall be progressively reduced by the amount of the advance payment repaid by the Contractor.

This guarantee shall expire on *(insert date, 28 days beyond the expected expiration Date of the contract)*

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

.....
Signature(s)

FORM OF RETENTION MONEY GUARANTEE

.....
(Issuing Agency's Name and Address of Issuing Branch or Office)

Beneficiary:
.....
[Name and Address of employer]

Date:

RETENTION MONEY GUARANTEE NO.:

We have been informed that
..... (Name of Contractor)
(hereinafter called "the Contractor") has entered into Contract No.
(Reference No. of the Contract) dated With you, for the
..... [name of the contract and brief description of
works](hereinafter called "the Contract").

Furthermore, we understand that, according to the conditions of the Contract, when the works have being taken over and the first half of the Retention Money has been certified for payment, payment of the second half of the Retention Money may be made against a Retention Money guarantee.

At the request of the Contractor, we
..... (name of agency)
hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of (amount in figures)
.....
..... (amount in words) upon receipt by us of your first demand in writing accompanied by a written statement stating that the Contractor is in breach of its obligation under the Contract because the Contractor has not attended to the defects in accordance with the Contract.

This guarantee shall expire, at the latest day of
20..... (insert 28 days after the end of the Defects Liability Period) Consequently, any demand for payment under this guarantee must be received by us at this office on or before that date.

.....
Signature(s)

SECTION – 3

CONDITIONS OF CONTRACT

Condition of Contract that will be applicable for this Contract is that given in Section III of the Standard Bidding Document for Procurement of Works “ICTAD PUBLICATION NO. – ICTAD/SBD/01” Second Edition January 2007 published by Construction Industry Development Authority (CIDA), “Savsiripaya”, 123, Wijerama Mawatha, Colombo 07.

This publication will not be issued with the Bidding Document and the Bidder is advised to purchase it from CIDA.

Conditions of Contract shall be read in conjunction with Contract data provided under Section-5 of the Bidding Document (Volume 2).

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VOLUME - 02

INVITATION FOR BIDS

SECTION 04 :	FORM OF BID AND QUALIFICATION INFORMATION
SECTION 05 :	BIDDING DATA & CONTRACT DATA
SECTION 06 :	SPECIFICATIONS
SECTION 07 :	BILL OF QUANTITIES AND DAY WORK SCHEDULES
SECTION 08 :	DRAWINGS
SECTION 09 :	STANDARD FORMS (BID)



INVITATION FOR BIDS (IFB)

CEYLON PETROLEUM STORAGE TERMINALS LIMITED

SUPPLY, INSTALLATION, TESTING, COMMISSIONING AND MAINTENANCE OF GPS BASED VEHICLE TRACKING SYSTEM AND FUEL TANK MONITORING SOLUTION AT CPSTL TENDER REF: KPR/42/2022

1. The Chairman, Department Procurement Committee, on behalf of **Ceylon Petroleum Storage Terminals Limited, Oil Installation, Kolonnawa** now invites sealed bids from eligible and qualified bidders for the above tender as described in the bidding document.
2. The period for completion of works of system installation, testing and commissioning is **30 Calendar Days** from the date of commencement.
3. Bidding will be conducted through **National Competitive Bidding Procedure**.
4. **Bids are invited Local (Ex-Stock) Supply and/or Supply within 14 days after awarding the contract basis.**
5. To be eligible for contract award, the successful bidder shall meet the following requirements
 - i. Shall not have been blacklisted
 - ii. Experience Required
Experience in carrying out minimum 03 similar projects (At least 01 project having more than 100 vehicles and 02 projects having more than 50 vehicles completed within last 05 years) and shall be actively involved in the field of supply and installation of GPS Based Vehicle Tracking System and Monitoring Solutions for at least 05 years.
And
Qualification requirements to qualify for contract award as prescribed in the bidding document.
6. Any of the following party who wishes to submit a bid, shall register himself at the Department of Registrar of Companies www.drc.gov.lk (e-ROC) as per the Public Contracts Act, No. 03 of 1987 for every public contract value exceeding Sri Lankan Rupees Five million (LKR 5,000,000).
 - (a) An agent, sub-agent, representative or nominee must be registered **prior to the closing of the Bid/Tender**.
 - (b) If the tender applicant and tenderer is the same party he must be registered prior to **award of the tender**.
7. Interested parties may obtain necessary information through the Tender information page at CPSTL website: www.cpstl.lk and the original bidding documents could be obtained from

the undersigned on submission of a written request, during working days between **0830 hrs. and 1430 hrs. up to Wednesday, 05th October 2022**, upon payment of a non-refundable bidding document fee of Five Thousand Sri Lanka Rupees (LKR 5,000.00) per document. Bidders are requested to inspect the bidding document prior to purchase and once it is purchased, bidding document fee is not refundable for any reason whatsoever.

8. Duly filled bidding documents should be submitted through the post under registered cover or sealed cover to reach the Chairman, Department Procurement Committee, C/o Manager Procurement, Procurement Function, 01st Floor, New Building, Oil Installation, Kolonnawa, Wellampitiya, Sri Lanka or could be deposited in the tender box kept at the above address, on or before 1400 hrs. on **Tuesday, 06th October 2022**.
9. Bids shall be valid up to **22.12.2022**
10. All bids shall be accompanied by a Bid Security of Rs. **100,000.00** (Rupees One Hundred Thousand Only). Bid Security shall be valid up to **19.01.2023**

**The Chairman, Department Procurement Committee,
C/O Manager Procurement,
Ceylon Petroleum Storage Terminals Limited,
Procurement Function, New Building,
Oil Installation, Kolonnawa,
Wellampitiya.
Telephone: +94 11 2572156, +94 11 5750764
Facimile : +94112572155 E-mail : procure@cpstl.lk**

SECTION – 4

- ❖ *FORM OF BID*
- ❖ *QUALIFICATION INFORMATION*

DRAFT

FORM OF BID

Name of Contract:

SUPPLY, INSTALLATION, TESTING, COMMISSIONING AND MAINTENANCE OF GPS BASED VEHICLE TRACKING SYSTEM AND FUEL TANK MONITORING SOLUTION AT CPSTL

To: **The Chairman, Department Procurement Committee,
C/O Manager Procurement,
Ceylon Petroleum Storage Terminals Limited,
Procurement Function, New Building,
Oil Installation, Kolonnawa, Wellampitiya.**

Gentleman,

1. Having examined the Standard Bidding Document – Procurement of Works (ICTAD/SBD/01 – Second Edition – January 2007), Specifications, Drawings and Bill of Quantities and addenda for the execution of the above – named Works, we/I the undersigned, offer to execute and complete such Works and remedy any defects therein in conformity with the aforesaid Conditions of Contract, Specification, Drawings, Bill of Quantities and addenda for the sum of Sri Lankan Rupees..... (LKR) or such other sums as may be ascertained in accordance with the said Conditions.
2. We/I acknowledge that the schedule forms part of our Bid.
3. We/I undertake, if our Bid is accepted, to commence the Works as stipulated in the Contract Data, and to complete the whole of the Works comprised in the contract within the time stated in the Contract Data.
4. We/I agree to abide by this bid for the period of stated in the Sub-Clause 15 of Instructions to Bidders or any extended period and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
5. Unless and until a formal agreement is prepared and executed this Bid, together with your written acceptance thereof, shall constitute a binding contract between us.
6. We accept/ we do not accept the Adjudicator.
7. We/I understand that you are not bound to accept the lowest or any Bid you may receive.

Dated thisday of 2022 in the capacity of
..... duly authorized to sign tenders for and on
behalf of

(IN BLOCK CAPITALS)

Signature :.....
Name :.....
Designation:.....
Address :.....
.....
Witness :.....

Qualification Information

(To be completed and submitted by the bidder, with the Bid)

Company Registration		
Registration number	<i>(attach copies)</i>	
Year of Registration	
Registered Name	
Blacklisted Contractors		
Have you been declared as a defaulted contractor by NPA or any other Agency?		
IF yes provide details		
VAT Registration Number		
.....		
Work Program		
<i>(attach as annex in the form of bar chart)</i>		
Method Statement		
<i>(attach as annex)</i>		
Legal status		
<i>(attach relevant status copies, as annex)</i>		
Value of Works performed in last 5 years		
<i>(attach copies of Certificate of Completion etc. and other documents such as profit-loss and income expenditure)</i>		
Year 2021/2022	LKR	
Year 2020/2021	LKR	
Year 2019/2020	LKR	
Year 2018/2019	LKR	
Year 2017/2018	LKR	
The minimum amount of liquid assets and/or credit facilities net of other contractual commitments and exclusive of any advance payments which may be made under the contract shall be not less than LKR. 5,000,000.00	LKR	
Value of similar works completed in last 05 years (At least 01 project having more than 100 vehicles)	1. Value Year	
	2. Value Year	
	3. Value Year	
	<i>(attach copies of Certificate of Completion etc., as annex)</i>	
Value of similar works completed in last 05 years (At least 02 project having more than 50 vehicles)	1. Value Year	
	2. Value Year	
	3. Value Year	
	<i>(attach copies of Certificate of Completion etc., as annex)</i>	
Qualification and experience of key staff – Site & Head Office (Permanent, Contract basis & Consultants)	Technical	Availability
	1. Site Engineer (Network/Security)	(Yes/No)
	2. Technical Officer (Auto-Electrical/Electronic)	(Yes/No)
Availability of Ex-stock or supplying within 14 days of Awarding the Contract.		

SECTION 5

❖ *BIDDING DATA & CONTRACT DATA*

DRAFT

Bidding Data

Instructions to Bidders

Clause Reference

(1.1)	The Employer is
Employer	Name: Ceylon Petroleum Storage Terminals Limited
(1)	Address: Oil Installation,
Scope of Bid	Kolonnawa. Wellampitiya.

“SUPPLY, INSTALLATION, TESTING, COMMISSIONING AND MAINTENANCE OF GPS BASED VEHICLE TRACKING SYSTEM AND FUEL TANK MONITORING SOLUTION AT CPSTL.”

The scope of work of the contract is defined in general and shall include the following, but not limited to the same. The bidder shall also carry out all the related work that are not listed in this document, but required for completion of the entire work as specified in this Bidding Document.

- (i) The main objectives of this project are supply, installation, testing commissioning and maintenance of GPS Based Vehicle Tracking System and Fuel Tank Monitoring Solution at CPSTL to enhance the efficiency and the productivity of the fleet management activities ensuring delivery of quantity and the quality of the products.
- (ii) The solution shall be a subscription based service and the subscription fee shall be based on the rate for a connected vehicle per month basis.
- (iii) The contractor shall maintain the system for a mandatory period of 01 year from the date of completion of commissioning of the system under the comprehensive system warranty and execute a Comprehensive Annual Maintenance Contract for 02 years mandatory period upon expiration of the 01 year maintenance period.
- (iv) The Contractor shall procure and supply materials and all equipment, machinery, tools, consumables etc. necessary for completion of above works to be supplied by the contractor. Loading, handling and transportation of all materials from supply point / store at work site / Contractor’s store as per the requirement of the job.
- (v) The Contractor shall also carry out the jobs that are not specifically mentioned in this Bidding Document but required for successful completion of the job in all respects as per the standards and codes.
- (vi) Submission of soft copies and hard copies of as built drawings, reports and required documents in English language as directed by the Engineer. Drawings to be submitted in AutoCAD (dwg) format.
- (vii) Works to be carried out without disturbing the CPSTL operations at the site.

- (1.2) Intended Completion Date is **30 Calendar Days** from the Start Date.
- (1.3) The office for collection of bid forms is
 Manager Procurement,
 Ceylon Petroleum Storage Terminals Limited,
 Procurement Function, New Building,
 Oil Installation, Kolonnawa, Wellampitiya,
 Sri Lanka.
 The non-refundable fee is Rupees **5,000.00**
 The Bid forms will be issued **up to Wednesday, 05th October 2022** during office days from **0830 hrs. and 1430 hrs.**
- (2.1) The source of funds is Ceylon Petroleum Storage Terminals Limited **CPSTL)**
- (4.2) CIDA Registration - Not Applicable
- (4.3) **Information Required**
- * VAT Registration number
 - * Work Programme
 - * Audited financial reports for the financial years 2021,2020 and 2019 to be submitted
 - * Legal Status (Sole proprietor, Partnership, joint venture, Company etc.)
 - * Total monetary value of construction work performed for each of the last five years;
 - * Experience in carrying out Supply, Installation, Testing, Commissioning and Maintenance of GPS Based Vehicle Tracking System and Fuel Tank Monitoring Solutions
 - * Qualifications and experience of key site management and technical personnel proposed for the Contract;
 - * Manufacturer's Authorization Letter (as per Appendix-01)
 - * Authentication for signatory.
 - * Documentary proof of maintaining a 24 hrs. x 07 days call center within last 03 years period. Bidder shall provide.
 - * Duly filled and signed Technical Schedule (Appendix-02)- Both print copy and softcopy (PDF format shall be submitted)
 - * Copy of Business Registration certificate
 - * Any other
- (4.4) **Qualification Requirements**
- * The bidder should have completed at least 01 project having more than 100 vehicles and 02 projects having more than 50 vehicles completed within last 05 years and shall be actively involved in the field of supply and

installation of GPS Based Vehicle Tracking System and Monitoring Solutions for at least 05 years.

- * Following technical and managerial staff:

A Site Engineer with BSc. (Network/Security) or equivalent with minimum 02 years experience, one Technical officer – NVQ Level 05 (Auto-Electrical/Electronics) or equivalent with more than 03 years' experience in similar works should be assigned to the project. This is the minimum requirement and the successful bidder shall assign all other necessary staff to enable compliance with all other contractual stipulations.

- * The minimum amount of liquid assets and /or credit facilities net of other contractual commitments and exclusive of any advance payments which may be made under the contract shall be not less than **Rs. 5,000,000.00 (Rupees Five Million Only)**.
- * Bids are invited Local (Ex-Stock) Supply and/or Supply within 14 days after awarding the contract basis. Bids complying with this condition will be considered as eligible.
- * Bidder shall have experience of maintaining a 24 hrs. x 07 days call centre within last 03 years period. Bidder shall provide documentary proof.
- * Bidders must be registered under Telecommunication Regulatory Commission (TRC) of Sri Lanka and have a valid license to Import, Sell, Offer, Demonstrate, Install, Establish, Maintain and Repair of all GPRS based services and equipment and accessories they wish to offer in this tender.

**(7.1)
Site Visit**

Prior to submitting a bid, bidders shall familiarize themselves and shall be deemed to have done so. The bidders shall inform Engineering Manager, Engineering Function, Oil Installation, CPSTL, Kolonnawa (Tel. +94-11-2572214, Fax No. 0094-11-2531328) at least 02 days in advance with their names, NIC Numbers/Passport Numbers so that the CPSTL will arrange required permits for the site visit.

The bidders are advised to limit the number of persons, for the visit, due to the security reasons, at the Kolonnawa Installation. Site visit will be permitted during 0830 – 1600 hrs except Sundays and mercantile holidays. The cost of such visits shall be borne by the bidder

- (9.1) Clarification of Bidding Documents** Employer's address for the purpose of clarification is;
- Name: Manager Procurement
- Address: Ceylon Petroleum Storage Terminals Limited,
Procurement Function, New Building,
Oil Installation, Kolonnawa, Wellampitiya,
Sri Lanka.
- Telephone: 011 2572156 / 011 5750764
Fax: 0112572155
Email: procure@cpstl.lk
- (11.1)** The language of the bidding document shall be English.
- (12.0) Documents Comprising Bid** Any Deviation from the scope of work, specifications, drawings, bill of quantities and addenda in the bidding document shall be clearly mentioned in the Bid. Otherwise, the Employer shall proceed with evaluation assuming that the Bidder is adhering to all requirements in the Bidding Document.
- (13.3) Bid Prices** VAT component shall not be included in the rates. The amount written in the Form of Bid shall be without VAT. However, VAT component shall be shown separately at the end of the BOQ.
- (13.4)** The Contract is **not subjected** to price adjustment in accordance with Clause 47 of the Conditions of Contract.
- (14.1)** Currency of the Bid is Sri Lankan Rupees
- (15.1)** The Bid shall be valid up to 22.12.2022
- (16.1)** Bid shall include a Bid Security using the form included in Section 9.
- (16.2)** Bid Security shall be:
- Bid Security and Bid Security Declaration** for an amount **Rs. 100,000.00 (Rupees One Hundred Thousand Only).**
- Valid up to **19.01.2023**
 - Securities and Guarantees shall be on demand guarantees issued by a commercial bank operating in Sri Lanka with the authority of a license issued by the monetary board and approved by the Central bank of Sri Lanka.
- (19.2) a Sealing and Marking of Bids** The Employer's address for the purpose of Bid submission is
- The Chairman, Department Procurement Committee,
C/O Manager Procurement,
Ceylon Petroleum Storage Terminals Limited,
Procurement Function, New Building,
Oil Installation, Kolonnawa,
Wellampitiya.**
- Contract name:

- (19.2) b** **“Supply, Installation, Testing, Commissioning and Maintenance of GPS Based Vehicle Tracking System and Fuel Tank Monitoring Solution at CPSTL.”**
Contract no. **KPR /42/ 2022**
- (20.1)** The deadline for submission of Bids shall be **14.00 hrs on Tuesday, 06th October 2022**
- (28.1)** Currency of Bid Evaluation is Sri Lankan Rupees
- (30.0)** Preference for Domestic Bidders - Deleted
- (31)** The amount of Performance Security is 5% of the Initial Contract Price.
Performance Duration of performance security is 12 months until successful completion of
Security the maintenance period.
The Performance Security shall be valid until 28 Days beyond Defects Liability Period
- (34.0)** Employer shall award the contract to the successful Bidder, whose Bid has been determined to be lowest evaluated substantially responsive Bid, provided that the Bidder is determined to be qualified to perform the contract satisfactorily.
Employer’s Three-year total cost including the cost of Comprehensive Annual
Right to Accept Maintenance Costs of from 2nd and 3rd years together with the cumulative
any Bid and to values of the monthly subscription fees will be considered for the financial
Reject any or all evaluation
Bids Employer reserves the right to reject any or all Bids or any part thereof, without assigning any reasons. The Employer may accept any or all items of an offer and reserves the right to increase or decrease the number of units to be contracted for, at prices indicated in the Priced Bill of Quantities and to split and award the contract to several bidders.
Bidder shall arrange a site visit for a successfully implemented GPS Based Vehicle Tracking System and Monitoring Solution operating site (having more than 100 vehicles) for inspection of the Employers representatives.
- (36.0)** CPSTL does not propose any adjudicator.
Adjudicator In case of any dispute an Adjudicator shall be appointed by the Appointing Authority who shall be the Construction Industry Development Authority (CIDA).
Fees and types of reimbursable expenses to be paid to the Adjudicator shall be on a case to case basis and shall be shared by the contractor and the Employer. 50% by the Employer and 50% by the Contractor.

Contract Data

(Please note that the Clause nos. given hereunder are that of Conditions of Contract)

**(1.1)
Definitions**

The Employer is

Name: Ceylon Petroleum Storage Terminals Limited

Address: Oil Installation,
Kolonnawa,
Wellampitiya.

Employers Representative

Name: Manager Procurement

Address: Ceylon Petroleum Storage Terminals Limited,
Procurement Function, New Building,
Oil Installation, Kolonnawa, Wellampitiya,
Sri Lanka.

**(1.1)
Definitions**

The Engineer is

Name: Manager Premises and Engineering Services

Address: Ceylon Petroleum Storage Terminals Limited,
Oil Installation,
Kolonnawa, Wellampitiya,

**(1.1)
Definitions**

The scope of work of the contractor is defined in general and shall include the following, but not limited to the same. The bidder shall also carry out all the related work that are not listed in this document, but required for completion of the entire work as specified in this Bidding Document.

- (i) The Works consist of supplying, installation, testing and commissioning GPS/GNSS based transponders, fuel gauges for running tanks, complete back-end web based solution for Fleet/Delivery management and running tank fuel level Monitoring and integrating the proposed system with existing ERP (SAP) system as described in the Section 6 Specifications. The contractor shall maintain the system for a mandatory period of 01 year from the date of completion of commissioning of the system under the comprehensive system warranty, and execute a Comprehensive Annual Maintenance Contract for 02 years mandatory period upon expiration of the 01 year maintenance period.
- (ii) The Contractor shall procure and supply materials and all equipment,

machinery, tools, consumables, software, firmware, licence, mobile network subscriptions etc. necessary for completion of above works to be supplied by the contractor. Loading, handling and transportation of all materials from supply point / store at work site / Contractor's store as per the requirement of the job.

(iii) The Contractor shall also carry out the jobs that are not specifically mentioned in this Bidding Document but required for successful completion of the job in all respects as per the standards, drawings and codes.

(iv) Submission of soft copies and hard copies of, as built drawings, reports and required documents in English language as directed by the Engineer. Drawings to be submitted in AutoCAD (dwg) format.

(1.1) The Site is located at Kolonnawa Installation. Muthurajawela Terminal and 11 nos Lanka Bulk Depots located island wide.

(1.1) The Start Date shall be 14 Days from the Letter of Acceptance.

(8.1) Schedule of other contractors: None

(9.1) Schedule of Key Personnel:

Personnel

Minimum persons with qualifications and experience to be defined,

(a) Technical

Designation	Qualification	Experience
Network/Security Engineer	BSc in IT	02 years
Technical Officer (01nr)	NVQ Level 05 (Auto-Electrical/Electronic)	05 years

(13.1) The minimum insurance covers shall be:

Insurance

(a) The minimum cover for insurance of the Works and of Plant and Materials is 110% of initial Contact Price

The maximum deductible for insurance of the Works and of Plant and Materials is 5% of initial contract Price

(b) The cover for loss or damage to Equipment is Contractor's responsibility.

(c) Insurance cover to the amount of Rs. 20,000,000.00 for the entire period of work for the loss or damage to the properties of CPSTL within the Kolonnawa Installation before commencing the execution of the work.

(d) The minimum cover for personal injury or death, for third party and employees of the Employer and other persons engaged by the Employer in the Works is Rs. 1,000,000.00 per person, per event.

(13.2)
Insurance

(a) A copy of insurance policy for the workmen of the contractor and other employees of the contractor as per the Workmen Compensation Act shall be forwarded to CPSTL prior to commencement of the work.

**(17.1)
The Works to
be Completed
by the
Intended
Completion
Date**

The Intended Completion Date for the supply, installation, testing, commissioning and training Works shall be **30 Calendar days** from the Date of Commencement of Works.

Contractor shall maintain the system for a duration of 12 months from the date of completion of Commissioning.

Working Hours

- i. Normal working hours of CPSTL from Monday to Friday is from 0730 hrs. to 1645 hrs.
- ii. In the work programme Saturday also can be considered as a working day and from Monday to Friday up to 1800 hrs. also can be considered as a working hours by the contractor. However, to work on Saturday and up to 1800 hrs. the contractor is required to obtain prior permission since the offices are normally closed on Saturdays.
- iii. However, working on Statutory holidays, Sundays and after 1800 hrs. on working days will not be permitted.
- iv. Provided always that provision of above (iii) shall not be applicable in the cause of any work, which it is customary to carry out, outside normal working hours by rotary or double shifts.
- v. Installation works shall be attended as not disturbing to operations of the Kolonnawa Installation and nonoperational time windows will be arrange for installation. Nonoperational time windows will be allowed as minimizing the disturbing to operation of the Kolonnawa Installation as much as possible.

**(19.1)
Safety**

Special Safety Conditions

- a. The work/workers should conform to the Fire & Safety rules and regulations of CPSTL and they should wear safety belts when working at high elevations.
- b. Before work of any nature is commenced in any area, it is necessary to obtain excavation permits, safety certificates and if the work involves sparks or flames, also a hot work permit from the Fire & Safety Section of the CPSTL, Kolonnawa depending on nature of work. All precautions stipulated in these documents must be observed by the contractor and his employees. If the work cannot be completed in the period for which these documents are valid, the work shall be discontinued until the documents have been renewed.

- c. Kolonnawa installation is security restricted area and all contractor's personnel shall abide by the security regulations prevailing and those which might be enforced as and when necessary due to changed circumstances.
- d. All contractor's personnel and their vehicles will be required to obtain gate passes before enter in to the Kolonnawa installation and Bulk Depots. Those who possess valid police clearance are eligible to obtain gate passes. Safety clearances to be obtained before enter to the tank farm.
- e. The contractor shall, except if and so far as the contract provides otherwise, indemnify the CPSTL against all losses and claims in respect of injuries or damage to any person or material or physical damage to any property whatsoever which may arise out of or in consequence of the execution of the works and against all claims, proceedings, damages, costs, charges and expenses whatsoever in respect of or in relation thereto except any compensation or damages for or with respect to:
 - f. The permanent use or occupation of land by the works or any part thereof;
 - g. The right of the CPSTL to execute the works or any part thereof on, over, under, in or through any land;
 - h. Injuries or damage to persons or property resulting from any act or neglect of the CPSTL, his agent, servants or other Contractors, not being employed by the Contractor, or for or in respect of any claims proceedings, damages, costs, charges and expenses in respect thereof or in relation thereto or where the injury or damage was contributed to by the Contractor, his servants or agents such part of the compensation as may be just and equitable having regard to the extent of the responsibility of the Employer, his servants or agents or other contractors for the damage or injury.
 - i. Only qualified persons shall perform Electrical/ Auto-Electrical installations, repairs and other related work.
 - j. The first consideration for working on any electrical system is to have the circuit positively de-energized. All circuits and equipment must be considered energized until opened, tagged and/or locked according to an approved procedure and should be proven de-energized by testing with an approved testing device known to be in proper working order.
 - k. Qualified personnel performing such tasks as electrical repairs, modifications, and tests on energized electrical systems, parts, and equipment need to comply with the following:
 - l. Live parts to which personnel may be exposed shall be de-energized before the personnel works on or near them, unless demonstrated that

de-energizing introduces additional or increased hazards or is infeasible due to equipment design or operational limitations.

- m. Work performed on energized electrical systems and equipment may be done only if a supervisor and/or safety professional and the personnel performing the work determine that it can be done safely. Approval should be given for each job.
- n. Sufficient protection in the form of insulated tools and insulated protective equipment, such as gloves, blankets, sleeves, mats, etc., shall be used while working on energized circuits.
- o. At least two personnel shall be present while the work are being performed.

- (21.1) The Site Possession Date shall be **14 Days** from Letter of Acceptance
- (27.1) The Contractor shall submit a programme for the Works within **14 Days** of delivery of the Letter of Acceptance.
- Programme**
- (27.3) The Programme will be updated **Weekly**.
If any time should it appear to the Engineer that the actual progress of the work does not conform to the approved programme, the contractor shall produce, at the request of the Engineer a revised programme showing the modifications to the previously approved programme necessary to ensure completion of the work within the stipulated time of completion.
- Programme**
- (27.4) Failure on the part of the contractor to submit and obtain approval for the revised programme may result in the Engineer ordering an additional retention of 5% of the immediate claim. The contractor shall be entitled to release of the retention thus withheld from the next claim on obtaining the approval of the Engineer for the programme of work submitted to the Engineer.
The amount to be withheld for late submission of a Programme is an additional retention of 5% of the immediate claim.
- (35.1) The Defects Liability Period is **365** Calendar Days.
- (39.2) Variations - Not applicable.
- (43.0) Minimum amount of Interim Certificates is Rs. **3,000,000.00**
- (46.1) All Payments shall be made in Sri Lanka Rupees.
- (47.1) The Contract Price is **not subjected** to price adjustment
- (48.1) The retention from each payment shall be **10%** percent of the certified work done.
Retention
The limit of retention shall be **5%** percent of the Initial Contract Price.
The retention shall be released after successfully entering into a Comprehensive Annual Maintenance Contract (CAMC) with CPSTL for “Maintenance of GPS Based Vehicle Tracking System and Fuel Tank

- Monitoring Solution at CPSTL” after completion of the 01-year mandatory maintenance period and submission of and advance payment guarantee for the 50% of the value of CAMC for a period of 01 year.
- (49.1) Liquidated Damages** The liquidated damages for the whole of the Works shall be **0.2% of Initial Contract Price per Day**.
The maximum amount of liquidated damages for the whole of the Works shall be **10%** of the Initial Contract Price.
- (52.1) Securities** The amount of Performance Security is **5 %** of the Initial Contract Price.
The Performance Security shall be valid until 28 days beyond the completion date of Defects Notification Period.
The performance Security shall be released after successfully entering into a Comprehensive Annual Maintenance Contract (CAMC) with CPSTL for “Maintenance of GPS Based Vehicle Tracking System and Fuel Tank Monitoring Solution at CPSTL” after completion of the 01-year mandatory maintenance period and submission of and advance payment guarantee for the 50% of the value of CAMC for a period of 01 year.
Performance Security acceptable to the Employer according to the given format in the bidding document shall be an unconditional on demand bank guarantee obtained from a commercial bank operating in Sri Lanka, with the authority of a license issued by the monetary board and approved by the Central bank of Sri Lanka.
- (58.1) Operation and Maintenance Manuals** Schedule of operating and maintenance manuals.
- (60.1) Payment Upon Termination** The percentage to apply to the value of the work not completed, representing the Employer's additional cost for completing the Works is **25%**.

SECTION 6

❖ SPECIFICATIONS

DRAFT

SPECIFICATION

The works under this contract shall be executed in accordance with the Specifications given in the following documents and in accordance with the particular specifications of the contract.

Specifications as indicated in the Section 6.3 Minimum Technical Specifications/Requirements of the bidding document shall be applied

DRAFT

SPECIFICATIONS, SCOPE OF SUPPLY AND SCOPE OF WORK

6.1 Scope of Supply by CPSTL

- 6.1.1 CPSTL shall arrange to provide the Bowser Trucks at CPSTL Supply Locations for inspection, measuring, and installation of components on the Vehicles in a manner such that minimum disturbance to the operational activities of CPSTL. The details of the Fuel Transporting Tankers including manufacturer, model, tank capacities, availability of Onboard Diagnostics (OBD) including other related mechanical detail shall be supplied by CPSTL
- 6.1.2 CPSTL shall provide details of existing Bowser Trucks for entry of information to the proposed system.
- 6.1.3 CPSTL shall provide routes of existing Installations, Depots, Retail Outlets, Direct customers with geo-coordinates/landmarks for geo-fencing, route mapping etc. to the successful bidder.
- 6.1.4 CPSTL shall provide, space for keeping any inventory item at CPSTL Supply Locations, wherever possible.
- 6.1.5 CPSTL shall provide the necessary information for SAP ERP system integration and will accommodate the data exchange with the proposed cloud-based management system of the proposed system. All SAP integration works in the scope of CPSTL will be carried out by the IT division of CPSTL, the requirements for the cloud-based management system integration should be clearly communicated by the bidder.

6.2 Contractor's Scope of Supply and work

CPSTL invites bids from technically and commercially competent and experienced bidders for supply, installation, testing, commissioning, route mapping, operation, maintenance of a GPS/GNSS based Fleet/ Delivery Management and Fuel Tank Monitoring System including monitoring Tools and reports for an end-to-end solution as per the scope of supply and work given below:

- 6.2.1 The initial scope of the solution shall be for 133 nos. of CPSTL owned road tanker trucks.

These Bowser Trucks are based at CPSTL Installations/ Depots and are engaged in transportation of petroleum products from CPSTL oil Installations Depots to Retail

Outlets, Direct Customers and CPSTL Deports throughout the country.

- 6.2.2 The solution should be proven scalable for up to a minimum of 1000 Bowser Trucks.
- 6.2.3 Supply, installation, testing and commissioning of GPS/GNSS based Transponder as per the specifications 6.3.1
- 6.2.4 Supply, installation, testing and commissioning of automatic fuel gauge for monitoring fuel in the vehicle running tank for CPSTL owned fuel transporting road tankers as per the specifications 6.3.2.
- 6.2.5 Should be scalable for future enhancements of the system for commissioning to automatically monitor the levels of the bulk storage compartments/tank of each tanker. Any limitations should be clearly mentioned
- 6.2.6 Supply, installation, testing and commissioning of a complete cloud-based solution for Fleet management system having a clear road map for real time monitoring of the fuel in the vehicle running tank and implementation of secure channel based communication with the existing ERP (SAP) system jointly with CPSTL IT function.
- 6.2.7 Supply, installation, testing and commissioning of mobile application for the proposed system for users nominated by CPSTL.
- 6.2.8 Successful bidder shall operate and carryout necessary maintenances of the proposed solution.
- 6.2.9 Comprehensive system warranty, maintenance and support shall be provided by the successful bidder as per the specifications 6.6.
- 6.2.10 Successful bidder shall provide required trainings of the solution for users nominated by CPSTL as per the specifications 6.4.
- 6.2.11 The bidder shall provide a copies of technical literatures / brochures of all components deployed / supplied of the proposed solution and warranty cards. The same shall also be made available on the solution portal for download and reference, as per the specifications 6.5
- 6.2.12 The deployed software / hardware should be of proven technology & latest with copyright or trademark registration. The bidder has to submit official license certificates for all software to be used, operating system, or any other software/hardware from principal manufacturers at the time of submitting the bid. The license certificate should mention end user name.
- 6.2.13 The bidder shall provide, round the clock E-mail/ Help Desk support on 24x7 basis during the mandatory 01-year warranty and 02-years maintenance and support

period, a call center with facility with dedicated 2 lines in order to register the complaints/queries by CPSTL officials and Transporters should be available. This would include all matters for supply, installation, maintenance, change of spare parts/SIM cards (4G or above), all type of reports i.e. single point contact between the bidder and CPSTL for resolution of all issues within the period of 24 hours.

6.2.14 Acceptance of all material/services shall be subject to inspection at bidder's workshop/ nominated premises by CPSTL. Manufacturer's test certificate shall have to be provided for all components of the system.

6.2.15 All the tests, either on the field or at approved test house / outside laboratories concerning the execution of the work and supply of materials by the contractor shall be carried out by the bidder at his/her own cost if any.

6.3 Minimum Technical Specifications / Requirements

6.3.1 GPS/GNSS Based Transponder

- a. The transponder shall have CE, FCC and E-mark Approval.
- b. The unit should be Resistance of Hazardous Substance (RoHS) certified.
- c. Unit shall support minimum dual constellations; GPS, GLONASS and /or GALILEO.
- d. The location accuracy shall be ± 2 m.
- e. GPS/GNSS chipset and antenna, GSM modem and Antena, Microprocessor, SIM cards, Backup battery, Tamper sensor, and all main modules shall be enclosed within a single tamper resistance enclosure.
- f. The unit shall be installed with tamper resistance cable connection, on top of dash board near Driver side, inside the tank lorry cabin.
- g. Unit shall be tamper proof and able to alert back-end system of such tampering.
- h. The Transponder to be provided by the bidder should be of proven design and performance and its performance has been tested under severe conditions similar to Sri Lankan environment/temperature/road conditions.
- i. Transponder should conform to IP66 (Ingress Protection) or above casing for environment protection from dust, water and casing should be closed with tamperproof uncommon screws.
- j. Internal battery capable of running without power for 12 hours, equipped

- auto battery charger circuit from external power source and send alarm when external power source cut off.
- k. Transponder should be designed to send warning signal to the server in case of failure/disconnection, to detect disconnection/tampering, bad health of the unit and remote resolution of problem through server to device communication.
 - l. Over the air resetting of the unit during trouble shooting or periodic maintenance.
 - m. The installation of transponder on Bowser Truck is to be carried out in such a way so as to secure the device & power connections (fire resistance cable).
 - n. The installation of unit should be done as required for Automotive grades of highest safety standard method.
 - o. Transponder should have power surge protection system, protection system for battery overcharge, short circuit protection system etc.
 - p. On board Memory /Storage ability to record a minimum of 1000 events.
 - q. Any component such as power cables should not cause any damage/fire to Bowser Truck, product inside the truck, Bowser truck crew, any third party, surroundings etc.
 - r. Hardware protocol and its data field to be made available to CPSTL for ensuring compatibility with other suppliers if the same need to be used for contracts by any other bidder on expiry of the contract.
 - s. The bidder has option to select service provider for Mobile network. However, the network service provider should have maximum connectivity, even in the remote location/on roads/highways/Expressways/hilly areas, so as to ensure that flow of data is on real time basis.
 - t. The system interacts with the GPS/GNSS device installed in the Bowser Truck that sends the location details in the form as latitude/longitude data, while the truck is moving via the GPRS or GSM network. This information shall be received and stored by the central server.
 - u. If the Bowser truck is in an area where the GPRS/GSM connectivity is poor or not available, the device will not transmit any data. In such cases, it should store the required data till such time as the device senses that it has reached a GSM coverage area, it should transmit the entire recorded backlog such that no information is lost.
 - v. The transponder shall be capable of recording speed and location on

continuous basis. Unit should be able to store 48 hours of such record for incident investigations.

- w. The vendor should maintain spare inventory of minimum 10% of Spares out of the total Bowser Trucks for immediate replacement of defective items.
- x. At the time of installation of Transponder on the Bowser Truck, appropriate documentation has to be prepared to ensure proper transfer of responsibility of safety and security of the equipment and the documents should be jointly signed by the bidder, transporter and CPSTL officials.

6.3.2 Fuel Gauge for Running Tank

- a. Accuracy of the gauge shall be $\pm 0.5\%$
- b. The gauge shall be compatible for different shapes and sizes of fuel tanks.
- c. If the gauge is electronic device, then it shall be type of Explosion proof or Intrinsically safe.

6.3.3 Web based Fleet/Delivery management and Fuel Monitoring Solution

- a. The vendor / Bidder should host the environment (Cloud based solution) accessible to CPSTL.
- b. The solution should be hosted on the vender's/ bidder's hardware / software/ networking infrastructures and shall be available 24/7 with an expected up time of 99.01%.
- c. The overall system deployed for above work should be such that any query made to the system should give a response within 15 sec.(Max) at peak load of Lorries and users logged in to the system.
- d. Minimum 120-days data log (history) on the Server and, therefore, server size be sufficient enough to handle data transferred from vehicle on GPRS network continuously
- e. The main monitoring interface for the proposed solution shall be web bases and shall be monitored using standard web browsers.
- f. Multi-level login facility to be provided with proper authentication and privileges.
- g. The solution shall have a user friendly Graphical User Interface (GUI).
- h. Graphically display the vehicle position on a digitized map with different levels of zoom
- i. The solution shall have a mobile app with features for quick access by

- authorized users/ senior management; such as the locations of the vehicles on a map and latest alerts, events reports etc.
- j. The solution shall be capable of send real time alerts and notifications through SMS and email.
 - k. The system shall have ability to define zones, delivery locations, routs etc. and to configure alerts and notifications when vehicle enter or leave monitored areas.
 - l. Geo-fencing of routes shall be done with a radius of 25 meters from the centre of the road on either side.
 - m. Animated icons in different colors to represent vehicles in switch off position, vehicles in switch ON positions, vehicles stopped, vehicle in motion etc.
 - n. The solution shall display the vehicle registration number and other details such as invoice number, date, quantity of product, time left, etc. on mouse click over the vehicle icon.
 - o. The system shall be able to configure databases based on user requirements and access to designated administrator (CPSTL official) to add, modify, delete vehicles and their related details. Number of user logins shall not be restricted.
 - p. The solution shall be able to monitor the following on each of the Bowser trucks and provide real time alerts, notifications and reports as requested by CPSTL.
 - 1. Location on map (with map and satellite view)
 - 2. Ignition status
 - 3. Direction and speed
 - 4. Fuel capacity (running tank) for CPSTL owned Bowsers
 - 5. Cargo Fuel tank capacity (Shall be able to integrate in a latter stage)
 - 6. Fuel theft alert
 - 7. Odometer reading
 - 8. Over speeding alert
 - 9. Harsh breaking alert
 - 10. Free geared driving alert
 - 11. Excessive idling alert
 - 12. Route deviations alert
 - 13. Un-authorized stoppages

14. GPS/GNSS transponder disconnection alert
 15. Arrival date and time of Bowser truck at destination
 16. Night driving
 17. Entry/ Exit of specific zone
 18. Impacted / accident alert
 19. Power disconnection alert
- q. The system shall have facility to replay the route, speed, actions, events, and alerts of a specified Bowser truck of a given date and time period for detailed investigations at a later point in time.
- r. The solution shall have ability to integrate to the existing ERP (SAP) System so that the proposed solution will be notified of delivery trips when a bowser Truck leaves a CPSTL Installation or depot.
- s. Provide support, investigation, analysis, repair and maintenance as deemed necessary by the vender, to ensure smooth operation of the proposed solution with qualified personals, during the contract and support period.
- t. The system shall generate the following reports
1. Detailed movement of truck/ Fleet
 2. Report of specified events/ Alerts for trucks/ Fleet including events such as over speed, Fuel theft, route violation, tampering, harsh breaking, in neutral gear position etc.
 3. Report on vehicle running fuel tank.
 4. Performance Reports
 5. Stoppage reports
 6. Trip detail reports
 7. Fleet/ asset summary reports
 8. Violations summary reports
 9. Diagnostic reports
 10. Any other report as requested by CPSTL
- u. The generated reports shall be downloadable as PDF, Word or Excel formats. On specific reports shall have a link showing graphical representation on digital map, the point at which the event/ alert was raised
- v. If any component is faulty or not working due to maintenance or any other matter, some indication has to be provided in reports.
- w. Development of software if any shall be responsibility of the bidder

6.4 Training

Technology Transfer Programme

Prior to the commissioning of the systems, the Contractor shall arrange suitable technology transfer programmes for the Employer's operational, maintenance and technical staff to ensure that they are fully able and qualified to execute all functions related to the operations, The Contract shall not be considered complete for the purposes of Taking Over until such Technology transfer programmes have been completed.

Technology transfer programmes shall cover the following:

- a. Systems operation and control.
- b. System and Plant maintenance and repair, replacement and configurations.
- c. Recording and reporting.
- d. Safety.

Training will be providing at two levels:

1. User training for hardware/software.
2. Data analytics and ICT equipment maintenance/operation team training

Location of training.

The training courses shall take place in a classroom fit for the purpose and provided by the Contractor on the operating sites at Kolonnawa and Muthurajawela, with the approval of the Employer including the refreshments, lunch and the stationary. Training shall cover both theoretical and practical operation, maintenance procedures on the equipment actually installed.

General

- The training should be an instructor-led classroom training (Not virtual).
- The training courses shall be conducted by the competent staff who are experienced in each specific aspect of the equipment and systems. The courses shall be conducted in the Sinhala/English language as per the Employer's preference.
- Training plan including title of the training program, curriculum, and duration should be given in advance for the approval of the Employer.
- Total 30 number of personnel shall be trained by contractor and a "Completion of Training" certificate shall be issued to the trainees at the end of the technology transfer programme

- All training sessions shall be completed within the initial project implementation period.

6.5 Handing Over

System Information:

Contractor shall handover all licenses purchased, software configurations, usernames and passwords (with full rights) of all the Systems to the authorized person nominated by the Employer.

Manuals and Technical Catalogues:

Operation and maintenance manuals and relevant technical catalogues of equipment used in the system shall be handed over in triplicate.

Provide three (3) complete printed operational manuals in a format as provided by the equipment manufacturer. Instructions shall be simplified to permit operation of the system by non-technical personnel.

Ownership of the Contract with Mobile Service Provider:

The bidder shall transfer the ownership of the contract with the mobile service provider to CPSTL at the system handover. CPSTL will engage mobile service provider for future financial transactions and service continuity.

6.6 Comprehensive System Warranty, Maintenance and Support

6.6.1 Comprehensive System Warranty

1. Manufacturer's Comprehensive system warranty shall be provided for a mandatory period of One (01) year from the date of handing over. It shall include free maintenance service, free provision of spare parts, tools, etc. This condition shall also apply towards the software delivered by successful Contractor along with the system.
2. Any unit of goods supplied which fails beyond repair within the warranty period shall be replaced with a new unit free of charge (either an identical or a latest model with same/advanced features & functionality of the faulty unit) by the supplier, and the warranty applicable to that unit shall continue for the balance period of the warranty period.

3. Please note that the Warranty Period of the Hardware item will commence from the date of delivery to the purchaser. Meanwhile software license/subscription will commence once the UAT test is completed successfully (Use trial licenses during the implementation period).

6.6.2 Maintenance and support

1. The Contractor shall provide the mandatory One (01) year free onsite maintenance service from the date of handing over as described below.
2. Before expiration of the mandatory One-year free onsite maintenance period, contractor shall enter in to a mandatory Comprehensive Annual Maintenance Contract (CAMC) with the employer including free maintenance service, free provision of spare parts, tools, etc. This condition shall also apply towards the software delivered by successful Contractor along with the system. Contractor shall upgrade the software, pay the relevant subscription fees, licence fees, user login charges etc., at his cost and handover all licenses purchased, software configurations, usernames and passwords of all the Systems to the authorized person nominated by the Employer at the end of the initial commissioning period and/or the beginning of each CAMC period. The cost for the CAMC for the 2nd and 3rd years shall be provided with the bid in the format indicated in the Price Schedule.
3. The service provided during the 01-year free maintenance period and under the CAMCs shall include troubleshooting, repair and replacement of all equipment, parts and spares as and when required within 04 Hours (Resolution time) of official notice from the employer.

	Description (All the systems)	Service
A. Technical Support requirement of the Contractor.		
A1	Remote Technical support of the Contractor	24hrs x7 SBD
A2	On-site Technical support of the contractor	02 SBD
B. Response Time. – Within 01 hour.		
C. Resolution Time - Within 04 hours		

Note – SBD means Same Business Day.

4. Contractor shall maintain a Backup of the system.
5. The Contractor shall be responsible for providing full operation, maintenance and repair services for all Systems and Works, for the duration of the Contract Period.

6. Repair services including an emergency repair and replacement of all equipment, parts and spares as and when required within 48 hours of a call out from the Employer or Engineer for whatever reason or cause.
7. The provision of all consumables, spare parts, and replacement parts shall be maintained as required.
8. In the event that maintenance, repair or call out services are made necessary by abuse, misuse or other causes beyond the control of the contractor, the Contractor shall provide such maintenance and repair and call out services and the Contractor shall be reimbursed his reasonable authenticated cost by the Employer.
9. The Contractor shall remain responsible for the effective and efficient performance of the Systems with the all equipment for the maintenance and repair thereof throughout the Contract Period.
10. The Contractor shall provide telephone hotline support for the Employer throughout the maintenance period and Contractor shall undertake to answer all questions on all technical and non-technical matters of the Systems informed by nominated persons of the employer.
11. The Contractor shall undertake to install new releases of all software packages installed under the Contract within maintenance period at no extra cost. Every installation shall be preceded by installation on a test site. The Employer shall validate the new functions over a period of time and after receiving approval the Contractor shall install and test.
12. The Contractor shall properly maintain the maintenance register up-to-date, which shall be used to log all adjustments and any repair works with all maintenance information, during maintenance period.

6.7 Manufacturing Details

Bidder shall provide the details of the brand names, model numbers, country of origin and country of manufacture for each item offered under the contract with the bid.

6.8 Information Security

Successful Bidder shall ensure that the information related to CPSTL operations is not revealed to third parties without permission of the CPSTL and an information security audit report shall be submitted annually for the review of CPSTL. The same shall be submitted under the comprehensive Annual Maintenance Contracts.

SECTION 7

❖ BILL OF QUANTITIES

DRAFT

GENERAL

It is the tenderer's responsibility to see that the prices include for complying with all the requirements of the other documents whether specifically referred to in Bill of Quantities.

The Tenderer is advised to visit the site of the proposed work and it is the responsibility of the Tenderer to ascertain the conditions governing access to the site, the extent of working space storage area etc.

The rate for each item shall also include for all the following.

1. Labour and all connected cost.
2. Materials and goods including all connected cost.
3. Complying with regulations of the Department of Motor Traffic and/or any other relevant authority under which particular item of work is to be executed unless otherwise included in the preliminaries.
4. Machinery, tools and equipment unless and otherwise included in preliminaries.

SCHEDULE –A

TOTAL COST OF SUPPLYING INSTALLING OF MAJOR COMPONENTS & RELATED ACCESSORIES, AND SUPPLYING, TESTING, COMMISSIONING & MAINTAINING (FOR 01-YEAR PERIOD) THE TOTAL SYSTEM

Table 01

#	Description	Qty	Rate (Rs.)	Total Amount (Rs.)
01.	Supply and installation of GPS/GNSS Based Transponders with all the related accessories and cabling, as per the Section 6 – Specifications of the Bidding Document.	133 Nos		
02.	Supply and installation of Fuel Sensor with all the related accessories, as per the Section 6 – Specifications of the Bidding Document.	133 Nos		
03.	Supply, Installation, Testing, Commissioning and Maintenance (for 01 year period after commissioning) of GPS Based, Web Based Vehicle Tracking System and Monitoring Solution at CPSTL, including all the related accessories, software, and license, documentation etc, as per the Section 6 – Specifications of the Bidding Document.	133 Item		
04	Training of operational and technical personnel, as per the Section 6 – Specifications of the Bidding Document.	30 Nos		
Less Discount (If any)				
Total Value Exclusive VAT				
VAT (If applicable)				
Total Value		By figure		
Inclusive TAX		By words		

“If any taxes are not mentioned separately such taxes will be considered as not relevant for the bid”

VAT Registration No.:

Name of Bidder :

Offer validity: (Minimum 30 Days)

Time for Completion: (Minimum 30 days for system installation and Commissioning)

Material Availability: (Ex-stock/ Delivery within 14 Days)

Brand Name :.....

Name of Manufacturer:.....

Warranty Period :(Minimum 01 Year after commissioning)

.....
Signature of Bidder Date (Company Seal)

Note:
Name of the declared principal/beneficiary will not be changed at any time.

SCHEDULE –B

MONTHLY SUBSCRIPTION FEE FOR GPS BASED VEHICLE TRACKING SYSTEM AND FUEL TANK MONITORING SOLUTION FOR INITIAL 03 YEAR PERIOD

Table 02

#	Description	Qty	Rate (Rs.)	Total Amount (Rs.)
01	Monthly subscription fee applicable after commissioning the system GPS Based, Web Based Vehicle Tracking System and Fuel Tank Monitoring Solution at CPSTL. Rate shall include including all the related software, and license fees, telecommunication fees, levis, subscription fees etc	133 Nos		
Less Discount (If any)				
Total Value Exclusive VAT				
VAT(If applicable)				
By figure				
Total Value Inclusive TAX		By words		

“If any taxes are not mentioned separately such taxes will be considered as not relevant for the bid”

VAT Registration No.:

Name of Bidder :

.....

.....

Signature of Bidder

Date

(Company Seal)

Note:

Name of the declared principal/beneficiary will not be changed at any time.

SCHEDULE –C

**TOTAL COST OF COMPREHENSIVE ANNUAL MAINTENANCE AGREEMENTS
AFTER 01 YEAR FREE MAINTENANCE PERIOD UNDER THE WARRANTY.**

Table 03

S/No	Description	Total Value (Rs.)
01	Cost of Comprehensive Annual Maintenance Contract for the Period of 02 nd year as per the Scope of Supply and Technical Specifications	
02	Cost of Comprehensive Annual Maintenance Contract for the Period of 03 rd year as per the Scope of Supply and Technical Specifications	
	Less Discount (If any)	
	Total Value Exclusive VAT	
	VAT (If applicable)	
	Total Value Inclusive	By figure
	TAX	By words

“If any taxes are not mentioned separately such taxes will be considered as not relevant for the bid”

Name of the Bidder :

Address :
.....
.....

Telephone : E-mail:

..... (Company Seal)
Signature of Bidder Date

Note:
Name of the declared principal/beneficiary will not be changed at any time.

DAY WORKS SCHEDULES

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DAY WORK SCHEDULE**LABOUR**

The contractor shall state under item 1 below, the rate per hour irrespective of public holidays, etc. required for work ordered to be executed as Day work at the site of the works.

Day work rates quoted below shall also cover all the expenses of the contractor such as supervision, repairing and maintaining the tools necessary to each class of workman and particularly his profit & overheads without any taxes and / or Levies.

	DESCRIPTION OF LABOUR GRADES	RATE PER HOUR Rs.
I	Auto-Electrician	
II	Skilled Worker	
III	Unskilled Worker	
	<u>Any Other Grades</u>	
IV	Painter	
V	Mason	
VI		

PLANT & EQUIPMENT

The contractor shall state under item 2 below, the rate per hour for use of plant in good working condition and include for the cost of fuel, lubricants, transport to and from site wages & allowances of the operators, any other expenses and contractor's profit & overheads without any taxes and / or Levies.

	DESCRIPTION OF PLANT & EQUIPMENT	RATE PER HOUR RS.
I		
II		
III		
IV		
	<u>Any Other Plant and Equipment</u>	
V		
VI		
VII		

SECTION – 8

❖ ***DRAWINGS***

NOT APPLICABLE

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SECTION – 9

❖ ***STANDARD FORMS (BID)***

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FORM OF BID SECURITY

[this Guarantee form shall be filled in accordance with the instructions indicated in brackets]
 ----- *[insert issuing agency’s name, and address of issuing branch or office]*

i.1

Beneficiary:

..... *[insert (by PE) name and address of employer]*

Date: ----- *[insert (by issuing agency) date]*

BID GUARANTEE No.: ----- *[insert (by issuing agency) number]*

We have been informed that -----
 - *[insert (by issuing agency) name of the Bidder]* (hereinafter called "the Bidder") has submitted to you its bid dated -----*[insert (by issuing agency) date]* (hereinafter called "the Bid") for the 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 issuing agency]* hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of ----- *[insert amount in figures]* ----- *[insert amount in words]* 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; 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 Employer during the period of bid validity, (i) fails or refuses to execute the Contract Form, if required, or (ii) fails or refuses to furnish the Performance Security, in accordance with the ITB.

This Guarantee shall expire: (a) if the Bidder is the successful bidder, upon our receipt of copies of the Contract signed by the Bidder and of the Performance Security issued to you by the Bidder; or (b) if the Bidder is not the successful bidder, upon the earlier of the successful bidder furnishing the performance security, otherwise it will remain in force up to -----
 --- *(insert date)*

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

[signature(s) of authorized representative(s)]

CHECK LIST FOR BIDDERS

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CHECK LIST FOR BIDDERS

Bidders are advised to fill the following table.

ITEM	ITB Clause	YES (tick)	REFERENCE Page Nr.
Form of Bid			
Addressed to the Employer?	18		
Completed?	18		
Signed by the authorized personnel? (Signature Authorization Letter Shall be Attached – The signature shall be authorized by the authorized director(s) with the company seal as mentioned by the articles of association of the company)	18		
Bid Securing Declaration Form (if required)			
Properly filled and signed by the authorized personnel?	16		
Bid Security (if required)			
Address to the Employer?	16		
Format as required?	16		
Issuing Agency as specified?	16		
Amount as requested?	16		
Validity 28 days beyond the validity of Bid?	16		
Qualification Information			
All relevant information completed?	4		
Signed by the authorized personnel?	4		
Addendum			
Contents of the addendum (if any) taken in to account?	10		
Bid package			
All the documents given in ITB Clause 12 enclosed in the original and copy?	12		
ITB Clause 19 followed before sealing the Bid package?	19		
Valid copy of Certificate of Incorporation			

issued by the Registrar of Companies in Sri Lanka as per IFB is submitted?			
Certificate "Form PCA 3" issued by Registrar of Public Contract in accordance with IFB is submitted?			

Signature of the Bidder:

Date:.....

(Common Company Seal)

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Manufacturer’s Authorization

[The Bidder shall require the Manufacturer to fill in this Form in accordance with the instructions indicated. This letter of authorization should be on the letterhead of the Manufacturer and 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 ITB.]

Date:..... [Date of Bid Submission]

No.:.....

**To: Ceylon Petroleum Storage Terminals limited.
Oil Installation,
Kolonnawa, Wellampitya,
Sri Lanka**

WHEREAS

We [insert complete name of 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 Tenderer] 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.

Whereby extend our full guarantee and warranty in accordance with Content of Section-6: Specification, 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 Tenderer]

Dated on _____ day of _____, _____ [insert date of signing]

TECHNICAL SCHEDULE

Bidder shall fill in this schedule and initial each page.

1 GPS/GNSS Based Transponder

#	Item	Description	Compliance (Yes/No)	Proof Document Pg. Nr.	Remarks
1.	Approvals	CE, FCC and E-mark			
2.	Certificates	RoHS			
3.	Dual constellation support	GPS, GLONASS and /or GALILEO			
4.	Location accuracy	± 2 m			
5.	Modules enclosed within tamper resistance enclosure	GPS/GNSS chipset and antenna, GSM modem and Antena, Microprocessor, SIM cards, Backup battery, Tamper sensor, and all main modules			
6.	Cable connection type	Tamper resistance			
7.	Tamper proof and alarm	Tamper proof, provide alarm for the back-end system			
8.	Ingress Protection Class	IP 66			
9.	Internal Battery	12 hour support time			
10.	Battery charger	Available, with charging from auto battery charger circuit			
11.	Battery charger alarm	Provide charging circuit power cut-off alarm			
12.	Remote fault diagnosis	available			
13.	Surge protection system	For battery overcharge Short circuit protection			
14.	On board memory storage	Minimum 1000 events			
15.	GSM signal loss activity	Device shall transmit the backlog after signal restoration			
16.	Transponder recording parameters	Speed and location on continuous basis			
17.	Parameter storage duration at the transponder	48 hours			
18.	Brand Name	Pls specify			
19.	Model Nr	Pls specify			

20.	Country of Origin	Pls specify			
21.	Country of Manufacture	Pls specify			
22.	Manufacturer's Authorization Letter (MAL)	MAL shall be submitted			
23.	Warranty	01 year comprehensive			

2 Fuel Gauge for Running Tank

#	Item	Description	Compliance (Yes/No)	Proof Document Pg. Nr.	Remarks
1.	Installation method	Pls Specify			
2.	Working Voltage	Pls Specify			
3.	Working Current	Pls Specify			
4.	Measure Range	Pls Specify			
5.	Measure Resolution	Pls Specify			
6.	Penetration thickness	Pls Specify			
7.	Ex Certification	Explosion Proof/ Intrinsically Safe			
8.	Working Temperature	0 – 75 C			
9.	Interface	Pls specify			
10.	Accuracy of the gauge	± 0.5%			
11.	Brand Name	Pls specify			
12.	Model Nr	Pls specify			
13.	Country of Origin	Pls specify			
14.	Country of Manufacture	Pls specify			
15.	Manufacturer's Authorization Letter (MAL)	MAL shall be submitted			
16.	Warranty	01 year comprehensive			

3 Web based Fleet/Delivery management and Fuel Monitoring Solution

#	Item	Description	Compliance (Yes/No)	Proof Document Pg. Nr.	Remarks
1.	Host Environment	Cloud based solution			
2.	Expected up time	99.01%			
3.	Query response time	15 sec (Maximum) at peak load			
4.	Data log history	Minimum 120 days			
5.	Monitoring Interface	Web based using standard web browsers			
6.	Vehicle position display	Graphically display on a digitized map with different levels of zoom			
7.	Mobile App	Shall be available			
8.	real time alerts and notifications through SMS and email	Shall be available			
9.	System abilities	ability to define zones, delivery locations, routs etc. and to configure alerts and notifications when vehicle enter or leave monitored areas			
10.	Geo-fencing features	routess shall be done with a radius of 25 meters from the centre of the road on either side			
11.	Animated Icons for vehicles	Animated icons in different colors to represent vehicles in switch off position, vehicles in switch ON positions, vehicles stopped, vehicle in motion etc			
12.	Mouse over/click display details for vehicle icon	vehicle registration number and other details such as invoice number, date, quantity of product, time left, etc			
13.	Designated CPSTL administrator configurations	add, modify, delete vehicles and their related details.			
14.	Time Alerts, notifications required	<ol style="list-style-type: none"> 1. Location on map (with map and satellite view) 2. Ignition status 3. Direction and speed 4. Fuel capacity 			

		<p>(running tank) for CPSTL owned Browsers</p> <ol style="list-style-type: none"> 5. Cargo Fuel tank capacity (Shall be able to integrate in a latter stage) 6. Fuel theft alert 7. Odometer reading 8. Over speeding alert 9. Harsh breaking alert 10. Free geared driving alert 11. Excessive idling alert 12. Route deviations alert 13. Un-authorized stoppages 14. GPS/GNSS transponder disconnection alert 15. Arrival date and time of Bowser truck at destination 16. Night driving 17. Entry/ Exit of specific zone 18. Impacted / accident alert 19. Power disconnection alert 			
15.	Replay functions	replay the route, speed, actions, events, and alerts of a specified Bowser truck of a given date and time period for detailed investigations at a later point in time			
16.	Integration with SAP ERP system	Pls specify			
17.	System generated reports	<ol style="list-style-type: none"> 1. Detailed movement of truck/ Fleet 2. Report of specified events/ Alerts for trucks/ Fleet including events such as over speed, Fuel theft, route violation, tampering, harsh breaking, in neutral gear position etc. 3. Report on vehicle 			

		running fuel tank. 4. Performance Reports 5. Stoppage reports 6. Trip detail reports 7. Fleet/ asset summary reports 8. Violations summary reports 9. Diagnostic reports 10. Any other report as requested by CPSTL			
18.	Report Format	downloadable as PDF, Word or Excel formats. On specific reports shall have a link showing graphical representation on digital map, the point at which the event/ alert was raised			
19.	Number of user logins	Shall not be restricted			
20.	Name	Pls specify			
21.	version Nr	Pls specify			
22.	Country of Origin	Pls specify			
23.	Developer	Pls specify			
24.	Vender's Authorization Letter (MAL)	MAL shall be submitted			
25.	Submission of Annual information security audit report	Pls specify			

Signature of the Bidder:

Date:.....

(Common Company Seal)