

State Ministry of Prison Reforms and Prisoners Rehabilitation
Department of Prisons
Invitation for Bids

Procurement of Ration items for the Department of Prisons – 2021 / 2022

Contract Identification No. *PRI/SUP/RATION/2021*

1. On behalf of the Department of Prisons, the Chairman of the Cabinet Appointed Procurement Committee (CAPC) of the procurement of Ration items for the Department of Prisons invites sealed bids from eligible Sri Lankan Business Entities, Manufacturers, Firms, and Limited Liability Companies and other establishments for the supply and delivery of categories of ration items to bellow mentioned institutions Island wide. The supply period is from 1st of February 2021 to 31st January 2022.

Table 01 - Group of Institutions and corresponding categories

No.	Institutions	Address	Categories
01.	Ambepussa	Pabodha Meth Sewana, Prison Camp, Ambepussa	01. Vegetables and fruits 02. Fish and dry fish 03. Meat and eggs 04. Dry Rations 05. Coconut 06. Rice 07. Bread
02.	Angunukolapelassa	Sri Lanka Prison, Angunukolapelassa	
03.	Anuradhapura	Sri Lanka Prison, Anuradhapura	
04.	Badulla	Sri Lanka Prison, Badulla	
05.	Batticaloa	Sri Lanka Prison, Batticaloa	
06.	Bogambara Prison (Dumbara)	Sri Lanka Prison, Dumbara, Pallekelle, Kundasale	
07.	Boossa	Sri Lanka Prison, Boossa	
08.	Colombo Remand	Colombo Remand Prison, Colombo 09	
09.	Embilipitiya (Kadurugasara)	Prison Work Camp, Kadurugasara, Thunkama	
10.	Galle	Sri Lanka Prison, Galle	
11.	Hangilipola	Prison Work Camp, Hangilipola	
12.	Homagama (Wataraka)	Training School of Youthful Offenders and Prison Work Camp, Watareka, Padukka	
13.	Jaffna	Sri Lanka Prison, Jaffna	
14.	Kalutara	Sri Lanka Prison, Kalutara North, Kalutara	
15.	Kegalle	Sri Lanka Prison, Kegalle	
16.	Kuruwita	Sri Lanka Prison, Kuruwita	
17.	Mahara	Sri Lanka Prison, Mahara, Ragama	
18.	Matara	Sri Lanka Prison, Matara	
19.	Meethirigala	Prison Work Camp, Meethirigala	
20.	Monaragala	Sri Lanka Prison, Monaragala	
21.	Negombo	Sri Lanka Prison, Negombo	
22.	New Magazine	New Magazine Prison, Colombo 09	
23.	Pallansena	Correctional Centre for Youthful Offenders, Dalupotha, Negombo	
24.	Pallekale	Open prison work camp, Pallekale	
25.	Polonnaruwa	Sri Lanka Prison, Polonnaruwa	
26.	Thaldena	Correctional Center for Youthful Offenders, Thaldena	
27.	Trincomalee	Sri Lanka Prison, Trincomalee	

28.	Vavunia	Sri Lanka Prison, Vavuniya	
29.	Wariyapola	Sri Lanka Prison, Wariyapola	
30.	Weerawila	Prison work camp, Gonagamuwa, Uduwila	
31.	Welikada	148/8, Baseline Road, Colombo 09	

1.1.Details and specifications of each category of ration items will be provided in the Bidding document.

1.2.All the ration items to be supplied should be in good condition for human consumption. The quality standards are specified in the bidding document and respective annexures of the Bidding documents whereas all the supplies should be in accordance with the **Food Control Act No.26 of 1980** as amended and Regulations enacted therein from time to time.

1.3 Submission of bids under each Prison institution and categories of ration items.

1.3.1 Bids should be submitted on per institution basis and per category basis for a particular institution separately. For a bid of particular category of a prison, bidder should bid for all items in that category. If the bidder fails to bid for all the items in particular category, such a bid will be considered as non – responsive.

1.3.2 Depending on the capacities of the bidder which are subjected to evaluate by the purchaser, any bidder can submit bids for one institution or more than one institution and respective category of items separately.

2. Selected suppliers should responsible for arranging the transport to the relevant institution as a part of the contract. The details with regard to the relevant delivery points are indicated in the above table number 01.
3. Bidding will be conducted through the National Competitive Bidding procedure as per Clause 3.2 of the Government Procurement Guideline-2006. Foreign Bidders are not permitted to bid.
4. To be eligible for bid, Bidder shall be Sri Lankan Business entity, Manufacture, Firm, Limited Liability Company or other establishment with a local business registration (should be an entity engaged in supplying relevant ration items), at the date of publishing of Bid Notice. Bidder shall not have been blacklisted.
5. All Documents establishing the requirements should be submitted along with the bid. At the evaluation stage these qualification requirements are duly quantified as against the maximum contract amount to be awarded for any lowest evaluated substantially responsive bidder, under which the detailed methodology described in the Bidding documents. The following minimum qualification requirements shall be applied for preliminary bid evaluation.

5.1 Minimum average annual turnover for immediately preceding 2 years shall be required according to bidding documents and to be confirmed through respective financial statements (2018/2019 audited, 2019/2020 audited or non-audited). However, if the bidder submitted non-audited financial statements with the bids, bidder should submit audited financial statements before the appeal procedure.

5.2 Minimum average amounts of working capital for immediately preceding 2 years shall be required according to bidding documents and to be confirmed through respective financial statements (2018/2019 audited, 2019/2020 audited or non-audited) However if the bidder submitted non-audited financial statements with the bids, bidder should submit audited financial statements before the appeal procedure.

5.3 If the bidder requests credit facilities to cover working capital requirement by the banks or financial institutions, the facility shall be exclusively for this procurement.

5.4 Bidder shall have proven and satisfactory experience in the field of supplying ration items for the government organizations or any other institution during last two years. (2018,2019)

5.5 Supply and delivery of **ration items**, bidder should possess required storage facilities, cold/cool room facilities and freezer trucks. (Either as the bidder's own or on lease /rental basis etc.). Additional details in this regard are provided in the Bidding Documents.

6. Dates and times of issuance of Bid documents, receiving of bids and opening of bids are as follows:

Commencement of issuing bidding documents from	- 21.09.2020
Pre - bid meeting	- 28.09.2020
Last date of request for clarification	- 28.09.2020
Last date and time for issuing bidding documents	- Up to 3.00pm of 14.10.2020
Date and time for closing bids	- at 10.00am on 15.10.2020

Date, time and venue for Opening of Bids – Just after the closing of bids (10.00am of 15.10.2020) at **Main Auditorium, M Floor, State Ministry of Prison Reforms and Prisoners Rehabilitation, No. 40, Buthgamuwa Road, Rajagiriya.**

7. A Pre- Bid meeting will be held at 10.00 a.m. on 28.09.2020 at the Main Auditorium, Department of Prisons, Prison Headquarters, No. 150, Baseline Road, Colombo 09.
8. A complete set of bidding documents In English language may be purchased by bidders on submission of a written application to Commissioner Supply at the address given in Para14, upon payment of non - refundable fee. Non - refundable fee relevant for each institution/ each bid shall be in accordance with the Public Finance Circular No.06/2016 dated 17.06.2016.(The schedule of respective non-refundable tender fee of bids can be obtained from the Commissioner Supply at the address given in below
9. For the submission of bids, bidders should use only the forms as given in the bidding document. Documents required should be sent by Registered post or hand delivered to reach the address given in Para 14 or deposited in the tender box provided for this purpose before the stipulated date and time as indicated in Para 06 above.
10. Bids will be opened immediately after the closing time. Late bids will be rejected. Bids will be opened in the presence of bidders or their authorized representatives who choose to attend in person.

11. All bids shall be valid up to 14th of January 2021.
12. Bids must be accompanied by a bid security valid up to 15th of February 2021 and should be addressed to Commissioner General of Prisons. The Bid guarantee should be original (on the original letter head of the bank), unconditional on demand bank guarantee, issued by a commercial bank operating in Sri Lanka, approved by the Central Bank of Sri Lanka. The schedule indicating the amount of the Bid security for a particular bid will be provided with the Bidding document which had set as prescribed in the Procurement Guideline -2006.
13. Interested eligible bidders may obtain further information from Commissioner Supply of Prison Headquarters and may inspect the bidding documents free of charge at the office of the address given in Para 14 below, from 21.09.2020 during 09.00 a.m. to 03.00 p.m. on working days up to 14.10.2020.
14. The address referred above is;
 - Attention : Commissioner Supply
 - Address : Department of Prisons, Prison Headquarters, No.150, Baseline Road, Colombo 09.
 - Telephone : 011- 4677177, 011- 7833114
 - Fax : 011- 4677180, 011- 2678531
 - E-mail : **prisons@sltnet.lk**

Chairman,
Cabinet Appointed Procurement Committee
(Procurement of Ration items for the Department of Prisons – 2021),
State Ministry of Prison Reforms and Prisoners Rehabilitation.
21/09/2020.