

**DEMOCRATIC SOCIALIST REPUBLIC OF
SRI LANKA**



PACKAGE 01

**UVA PROVINCIAL SPORTS DEPARTMENT
UVA PROVINCIAL COUNCIL**

**SUPPLY AND DELIVERY
SPORTS WEARS**

NATIONAL COMPETITIVE BIDDING

Bid Opening On	17 th August 2026 - 2.30 p.m.
Bid Validity up to	06 th October 2026

DIRECTOR,
UVA PROVINCIAL SPORTS DEPARTMENT.
UVA PROVINCIAL COUNCIL
BADULLA,

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INVITATION FOR BIDS

SUPPLY AND DELIVERY SPORTS WEARS 2026

The Chairman, Procurement Committee, on behalf of the uva provincial sports department (established under the Ministry of Sport-uva), invites sealed bids from eligible and qualified bidders for **Supply and Delivery sports wears** will be conducted through the National Competitive Bidding (NCB) procedure.

1. Bidder should have at least two years of experience in the relevant field in Sri Lanka.
2. Interested eligible bidders may obtain further information from the office of uva provincial sports department, - Uva, (Tel. No: 055-2231910), and inspect the bidding documents at the office of the uva provincial sports department between 9.00 am to 3.00 pm from **01st August 2026 until 14th August 2026**
3. Who are the interested bidders can download all bid documents from the official web site of uva provincial sports department or Who are the interested bidders can get all documents from the office of the uva provincial sports department at badulla. charges of the bid documents (3000/-) should deposit to account of secretary of sport ministry uva province. (peoples bank – **269100148440482**)
4. Bids must be submitted to the address "Chairman, Procurement Committee, Uva Provincial Sport Department, Railway Station Road, Viharagoda, Badulla" on or before 2:00 PM on August 17, 2026. Please indicate "Supply and Delivery of Sports Wear - 2026" on the top left corner of the envelope.
5. All bids must be accompanied by a Bid Security addressed to the Secretary of the Uva Province Ministry of Sports, valid for a period of 77 days from the date of bid opening (2026/11/03). The value of the Bid Security must be Rs. 95,000.00.
6. Bids must be deposited in the 'Tender Box' located at the Department of Sports office, or sent by registered post to the address below so as to be received before the stipulated deadline.
7. Late bids will be rejected. Bids will be opened 2.30pm on 17th august 2026, in the presence of bidders or their authorized representatives who wish to attend the bid opening session held at the office.

Chairman,
Procurement Committee,
Uva provincial sports department
Badulla
Tel - 0552231910

Section I. Instructions to Bidders (ITB)

This Bidding Document is based on the standard bidding document for National Competitive Bidding (NPA/Goods/SBD 01). Section I will not be provided with this bidding document. Bidders are instructed to refer the Section I of the standard bidding document (NPA/Goods/SBD 01). The document is available at the website of NPA, www.treasury.gov.lk

Section II. Bidding Data Sheet (BDS)

The following specific data for the goods to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB). Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

[Instructions for completing the Bid Data Sheet are provided, as needed, in the relevant ITB Clauses.]

Clause Reference	A. General
ITB 1.1	The Purchaser is: director uva provincial sports department
ITB 1.1	The name and identification number of the Contract are:- SUPPLY AND DELIVERY SPORTS WEARS 2026 (S/D/U/50/NS)
ITB 2.1	The source of funding is: PSDG
ITB 4.4	Foreign bidders are allowed to participate in bidding: Not allowed
	B. Contents of Bidding Documents
ITB 7.1	For Clarification of bid purposes only, the Purchaser's address is: Attention: director Address: uva provincial sports department , Badulla. Telephone: 055-2231910 E-mail : uvaprovincespots@gmail.com
	C. Preparation of Bids
ITB 11.1 (e)	The Bidder shall submit the following additional documents: A complete company profile of the bidders including, but not limited to, the following: • Business Registration Certificate • VAT Registration Certificate (If applicable) • List of client who use the Products and their contract details • Past 3 years relevant experience in the relevant Industry in Sri Lanka (The bidder should have at least three years of experience in the relevant industry in Sri Lanka and should submit documents to prove experience in the industry.) • Bank statements
ITB 15.1	The bidder shall quote the local expenditure in Sri Lankan Rupees.
ITB 18.1 (b)	After sales service is: Not Required

ITB 19.1	The bid shall be valid for : 06 th oct 2026	
ITB 20.1	Bid shall include a Bid Security in any of following ways (a) A Bank guarantee issued by a reputed bank operated in Sri Lanka. (b) Cash deposit at the Shroff Counter of the Ministry office	
ITB 20.2	The amount of the Bid Security shall be: LKR 95,000.00 Beneficiary: Secretary, Ministry of Sports, Uva Province. The validity period of the bid security shall be 77 days from the closing date of the Bid (2026/11/03).	
	D. Submission and Opening of Bids	
ITB 22.2 (c)	The inner and outer envelopes shall bear the following identification marks: are SUPPLY AND DELIVERY SPORTS WEARS 2026 (S/D/U/50/NS)	
ITB 23.1	For bid submission purposes, the Purchaser's address is:	
	Attention	: director
	Address	: uva provincial sports department, railway station road, viharagod, Badulla.
	The deadline for the submission of bids is	
	Date	: 17th August 2026
	Time	: 2.00 p.m.
ITB 26.1	The bid opening shall take place at:	
	Address	: uva provincial sports department, railway station road, viharagoda, Badulla
	Date	: 17th August 2026
	Time	: 2.30 p.m.
	E. Evaluation and Comparison of Bids	
ITB 34.1	Domestic preference shall not be a bid evaluation factor.	
ITB 35.3(d)	Technical evaluations should apply to this process.	
ITB 35.4	The following factors and methodology will be used for evaluation:	
ITB 35.5	Bidders shall not be allowed to quote for one or more lots.	

Section III. Evaluation and Qualification Criteria

1. Evaluation Criteria (ITB 35.3 (d))

The Purchaser's evaluation of a bid may take into account, in addition to the Bid Price quoted in accordance with ITB Clause 14, one or more of the following factors as specified in ITB Sub- Clause 35.3(d) and in BDS referring to ITB 35.3(d), using the following criteria and methodologies.

(a) Delivery schedule

- Requirements of the sportswear are the different. (different type of sports use different type of sports wares)
- Therefore, before the scheduled date of the events we need sportswear. (Before seven days)
- Suppliers must deliver the goods to the Sports Division but should not charge transportation fees for doing so.

(b) Deviation in payment schedule. **Not applicable**

(c) Specific additional criteria: **None**

2. Evaluation Criteria (ITB 35.4):

- a. Completeness of Bidding Document.
- b. Compliance of specification.
- c. Bid Price.
- d. Past performance of the product.
- e. If documentary evidence confirming the above matters is not submitted, the bids will be rejected as non-responsive.
- f. Delivery schedule
- g. Bidders should possess the Certificate of Business Registration issued by a Governmental Authority/ Registrar of Companies/ Provincial Registrar of Business in the relevant category.

3. Post qualification Requirements (ITB 37.2)

After determining the lowest-evaluated bid in accordance with ITB Sub-Clause 36.1, the Purchaser shall carry out the post qualification of the Bidder in accordance with ITB Clause 37, using only the requirements specified. Requirements not included in the text below shall not be used in the evaluation of the Bidder's qualifications.

- (a) Financial Capability: The Bidder shall furnish documentary evidence that it meets the financial requirement(s)
- (b) Experience: The Bidder shall furnish documentary evidence to demonstrate that it meets the requirement(s)
- (c) The Bidder shall furnish documentary evidence to demonstrate that the Goods it offers meet the usage requirement:

Section IV. Bidding Forms

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Bid Submission Form

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

Date:

.....
[insert date (as day, month and year) of Bid Submission]

No.:

.....
[insert number of bidding process]

To: Chairman,
Uva provincial sport department ,
Badulla.

We, the undersigned, declare that:

- a. We have examined and have no reservations to the Bidding Documents, including Addenda No.:.....
[insert the number and issuing date of each Addenda];
- b. We offer to supply in conformity with the Bidding Documents and in accordance with the Delivery Schedules specified in the Schedule of Requirements the following Goods and Related Services..... [* insert a brief description of the Goods and Related Services];
- c. The total price of our Bid without VAT, including any discounts offered is:
.....
[insert the total bid price in words and figures];
- d. The total price of our Bid including VAT, and any discounts offered is:
.....
[insert the total bid price in words and figures];
- e. Our bid shall be valid for the period of time specified in ITB Sub-Clause 18.1, from the date fixed for the bid submission deadline in accordance with ITB Sub-Clause 23.1, 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 accordance with ITB Clause 43 and CC Clause 17 for the due performance of the Contract;
- g. We have no conflict of interest in accordance with ITB Sub-Clause 4.3;
- h. Our firm, its affiliates or subsidiaries—including any subcontractors or suppliers for any part of the contract—has not been declared blacklisted by the National Procurement Agency;
- 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.

Signed:

In the capacity of

[insert legal capacity of person signing the Bid Submission Form]

Name:

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

Duly authorized to sign the bid for and on behalf of:

.....

[insert complete name of Bidder]

Dated on _____ day of _____, _____

Bid Security (Guarantee)

(this Bank 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.....

Beneficiary: Secretary, Ministry of Sports, Badulla

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

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

We have been informed that -----
[name of the Bidder] (herein after called "the Bidder") has submitted to you its bid dated -----
[date] (herein after called "the Bid") for the execution of -----
----- [insert name of Contract] under Contract No. -----

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]
here by 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 (i) 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 of authorized representative(s)]

Contract Data

The following Contract Data shall supplement and / or amend the Conditions of Contract (CC).
Whenever there is a conflict, the provisions herein shall prevail over those in the CC.

CC 1.1(i)	The Purchaser is: director, uva provincial sports department badulla
CC 1.1(m)	The Project Site(s)/Final Destination(s) is/are: , uva provincial sports department badulla
CC 8.1	For notices, the Purchaser's address shall be: , uva provincial sports department badulla 0552231910
CC 11	Goods shall be supplies in compliance with the quality and the specification given.
CC 15.1	CC 15.1—The method and conditions of payment to be made to the Supplier under this Contract shall be as follows: For Goods offered within Sri Lanka Payment shall be made in Sri Lankan Rupees within thirty (30) days of presentation of claim supported by a certificate from the Purchaser declaring that the Goods have been delivered and that all other contracted Services have been performed . a) No Advance payment applicable for this contract
CC 17.1	A Performance Security – 10% Performance security may be in any of the following way (a) A Bank guarantee issued by a reputed bank operated in Sri Lanka. (b) Cash deposit at the Shroff Counter of the Ministry office
CC 26.1	The liquidated damage (Late Delivery) shall be: If the supplier fails to deliver any or all of the goods by the date(s) specified above the purchaser may deduct from the payment a sum equivalent to 0.05% of the delivered price of the delayed good, for each day of delay.

CC 26.1	The maximum amount of liquidated damages shall be: 02 % from the contract sum.
CC 27.3	The warranty shall remain valid for a period of time specified with the specifications.
CC 27.6	The supplier shall remedy the defects within 1 week from the date of information by the purchaser.

Contract Agreement

THIS CONTRACT AGREEMENT is made

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

BETWEEN

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

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

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

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

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

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

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

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

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

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

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

For and on behalf of the Purchaser Signed:

[insert signature]

in the capacity of [insert title or other appropriate designation] in the presence of [insert identification of official witness]

For and on behalf of the Supplier

Signed: [insert signature of authorized representative(s) of the Supplier] in the capacity of [insert title or other appropriate designation]

in the presence of [insert identification of official witness]

Performance Security

[The issuing agency, as requested by the successful Bidder, shall fill in this form in accordance with the instructions indicated] ----- [Agency's Name, and Address of Issuing Branch or Office] ..

Beneficiary: Secretary Ministry of Sports – Uva Provincial Council, Badulla

Date:

Performance Bid Guarantee No.: -----

We have been informed that ----- [Name of Supplier] (hereinafter called "the Supplier") has entered into Contract No. ----- [Reference number of the contract] dated ----- with you, for the ----- Supply of ----- [name of contract and brief description] (hereinafter called "the Contract").

Furthermore, we understand that, according to the conditions of the Contract, a performance guarantee is required. At the request of the Supplier, we ----- [name of Agency] hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of -----

[Amount in figures] (-----) [amount in words], such sum being payable in the types and proportions of currencies in which the Contract Price is payable, upon receipt by us of your first demand in writing accompanied by a written statement stating that the Contractor is in breach of its obligation(s) under the Contract, without your needing to prove or to show grounds for your demand or the sum specified therein. This guarantee shall expire, no later than the day of, 20.. [Insert date, 28 days beyond the scheduled completion date including the warranty period] and any demand for payment under it must be received by us at this office on or before that date.

[Signature(s)]

No	Required Specification	Bidder's Offer			
		Conformity		Page No	Remark
		Yes	No		
1	Company Profile				
2	Business Registration				
3	VAT Registration				
4	List of Clients				
5	Past three year experience in the industry				
6	Manufacturer Authorization				
8	Bid Security				
9	Forms of Bids				
10	Price Schedule				
11	Bid Document Fee (Non – Refundable)				
12	Financial Statement				
13	Non-Collusion Affidavit				
Status					