



## INVITATION FOR BID

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Properties & Procurement Dept.,  
14th Floor,  
No.1, "BOC Square",  
Bank of Ceylon Mawatha,  
Colombo 01.

### SUPPLY OF 50,000 NOS. OF ECO-FRIENDLY DEBIT CARDS

**BID NO: P/PROC/2024/30**

Sealed Bids are hereby invited for the **Supply of 50,000 Nos. of Eco-Friendly Debit Cards** from the Suppliers who are complying with the below mentioned eligibility criteria. The bidder should submit cards as a single lot from one payment scheme (Visa or MasterCard).

#### Eligibility Criteria

#### **1. Principal/ Original Equipment Manufacturer (OEM)**

- 1.1 Manufacturer of the proposed card should have successfully supplied at least **50,000 Nos. of Eco-Friendly Debit Cards in a single contract** within the **last two years ending from 29.02.2024** to any local or international bank.
- 1.2 The manufacturer should give an undertaking that the offered product (Chip hardware plus Operating System) does not infringe any international IPs (intellectual property).
- 1.3 The bidder should submit proof documents to validate the material of the proposed Eco-friendly debit card (Bio-Sourced Polylactic Acid (PLA)) from relevant payment scheme (Visa or MasterCard).

#### **2 Bidder**

- 2.1 Bidder should be the Original Equipment Manufacturer (OEM) or Product Brand Owner or their authorized agent. (Manufacturer's authorization letter shall be submitted)
- 2.2 In case the bidder is not the manufacturer, the Bidder should have been an authorized agent of the manufacturer with respect to EMV cards for not less than one year. Authorization of the manufacturer to act as an agent should also be submitted. (Manufacturer's authorization letter shall be submitted)
- 2.3 The Bidder or Bidder's holding company should have a minimum of LKR 50.0 Million (or Equivalent in Foreign Currencies) average annual turnover during the past three consecutive years (2020/21, 2021/22 and 2022/23 or 2020, 2021 and 2022) and should be a profit-making entity with a positive net worth in the last audited Financial Statement.

- 2.4 The Bidder should **not have** been placed in the List of Defaulting Contractors of the Government of Sri Lanka or the Bank of Ceylon or of any Statutory Government Corporation or Board. (Refer Section IV - Compliance certificate and affidavit)
- 2.5 The Bidder should not have a conflict of interest relating to the business domain of the Bank within Sri Lanka (Declaration from the bidder as stated in Section IV - Declaration for no conflict of interest)

**(The Bidder should enclose adequate supporting documents to substantiate the accuracy of information provided above – Refer ITB 37.3(d) for required supporting documents)**

### **3. Purchasing Bidding Document**

- 3.1 Bidding documents can be inspected free of charge at the Office of the Chief Manager, Properties and Procurement Dept, 14<sup>th</sup> Floor, Bank of Ceylon Head Office, No. 01, “BOC Square”, Bank of Ceylon Mawatha, Colombo 01, during **0900 hrs to 1500 hrs** on working days **until 24.04.2024**.
- 3.2 Bidding documents could be obtained from the Chief Manager, Properties & Procurement Department, 14th Floor, Bank of Ceylon Head Office, No.01, “BOC Square”, Bank of Ceylon Mawatha, Colombo 01, after making payment of a non-refundable fee of **LKR 10,000.00** (Payment method – cash) or **USD 33** (Payment method – SWIFT). All payments are including taxes.

**SWIFT Code: BCEYLKLX**

**Account name and number: Properties Dept. Non- Refundable Tender Deposit  
A/c 52401015**

Note: SWIFT charges and all Banks’ correspondent charges should be borne by the bidder. The Bank should receive a net amount of **USD 33** as non- refundable document charges.

Description of the SWIFT message should be “Non-Refundable Tender Deposit fee - P/PROC/2024/30

4. Perfected Bid documents should be accompanied by a Bank Guarantee/Bid Security for a sum of **LKR 300,000.00 or USD 1,000** obtained from a licensed commercial bank in Sri Lanka (other than Bank of Ceylon) acceptable to the Bank valid until **22.08.2024** In case of a USD Bid Guarantee, it should be obtained from a correspondent bank of the Bank of Ceylon and should counter signed by a licensed commercial bank in Sri Lanka. Cash Deposits/ Pay Orders/ Bank Drafts in LKR or Telegraphic Transfer (TT) (Account name: Properties Dept. Refundable Tender Deposit and A/c number: 22310116) are also acceptable in lieu of Bid Guarantee. Cheques drawn by the Bidder will not be accepted.

5. Last date & time for issuing Bidding Documents : **1500 hrs on 24.04.2024**
- Time duration for issue of Bidding Documents : From **0900 hrs to 1500 hrs** on working Days
- Pre-bid meeting : **05.04.2024** at 1100 hrs.  
at the 14<sup>th</sup> Floor, Bank of Ceylon,  
Head Office Building.
- Closing date & time of Bid : **1000 hrs on 25.04.2024**
- Opening of Bid : Immediately after closing of Bid

Bid documents should be accompanied by the required Bid deposit or Bid Security issued by a commercial bank (other than Bank of Ceylon) acceptable to the Bank.

Chief Manager.  
Properties & Procurement