

## Bidder Checklist

Category	Requirement	Tick
1. Bidder Eligibility and Qualifications	Single Bidder: <ul style="list-style-type: none"> <li>• Can be a Local Agent of a Bus Manufacturer</li> <li>• a Bus Manufacturer with a local agent</li> <li>• or a Supplier with authorization from a Bus Manufacturer with a local agent for the offered buses.</li> </ul>	[ ]
	JV or Consortium: Maximum 3 members, led by a lead member; can have a local agent of a Bus Manufacturer or a Bus Manufacturer with a local agent as a member, or have authorization from a Bus Manufacturer with a local agent for the offered buses.	[ ]
2. Bidder Experience if Not the Manufacturer	<ul style="list-style-type: none"> <li>• At least 05 years of experience with project financing</li> <li>• supported by previous experience records</li> <li>• If participated as a JV partner in a project, the bidder's contribution must be more than 20% of the entire project to claim experience.</li> </ul>	[ ]
3. Bidder Experience if the Manufacturer	Applies to the manufacturer as (a) Single bidder, (b) JV/Consortium member, or (c) supplier to a Single bidder/JV/Consortium. <ul style="list-style-type: none"> <li>• At least 15 years' experience in bus manufacturing.</li> <li>• Manufactured 750 buses of the offered type per year at least during 03 years out of last 05 years.</li> <li>• Exported/sold more than 50 buses to each of at least 05 countries per year, including the Manufacturer's country.</li> <li>• Have international quality certifications such as ISO 9001, ISO 22139, ISO 3834, and ISO 26262.</li> </ul>	[ ]
	Local Agent Requirements : The Manufacturer must have a Registered Local Agent with workshop facilities.	[ ]
	Local Agent Requirements : Adequate, qualified, and trained staff.	[ ]
	Local Agent Requirements: At least 05 years of experience in bus repair and maintenance to attend to warranty obligations during the warranty period.	[ ]
	Local Agent Requirements : Adequate quantity of spares available during the warranty period.	[ ]
	Local Agent Requirements : Services of a Resident Engineer of the Manufacturer available with the Local Agent during the warranty period.	[ ]
4. Financial Qualifications of Bidder	For Single Bidder: <ul style="list-style-type: none"> <li>• Positive Net Assets with Asset to liability ratio of less than 60%; positive operating profit at least during 03 years out of last 05 years;</li> <li>• Average Working Capital exceeds USD 9 Mn or SLR 3000 Mn at least during 02 years out of last 05 years;</li> <li>• Average Annual Turnover more than USD 18 Mn or SLR 6000 Mn annually at least during 03 years out of the last 05 years.</li> </ul>	[ ]
	For JV/Consortium: Positive Net Assets with Asset liability ratio of less than 60%; positive operating profit at least during 03 years out of	[ ]

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	last 05 years; Average Working Capital exceeds USD 9 Mn or SLR 3000 Mn at least during 02 years out of last 05 years; Average Annual Turnover more than USD 18 Mn or SLR 6000 Mn annually at least during 03 years out of last 05 years (for JV/Consortium partners taken together).	
5.Public Contracts Registration	Every bidder or any person acting as an agent, sub-agent, representative, or nominee must register with the Registrar of Public Contracts, Sri Lanka, per Public Contract Act Number 03 of 1987 before bid submission. Original Certificate of registration must be submitted with the bid; failure to submit leads to rejection.	[ ]
6.Bid Clarification and Pre-Bid Meeting	Pre-Bid Meeting: Held on 19.09.2025 at 10.00 a.m. at the Ministry of Transport, Highways, Ports and Civil Aviation, 07th floor, Sethsiripaya Stage II, Battaramulla.	[ ]
7.Required Documents	<b>Bidders details</b>	
	Business Registration: Certificate of Business Registration of the bidder.	[ ]
	Public Contracts Certificates: Certificates of Registration issued by the Registrar of Contracts per Public Contract Act Number 03 of 1987.	[ ]
	Bidder Experience (if not Manufacturer): Documentary evidence of Bidder's experience (Min. 05 years) in project financing.	[ ]
	<b>Manufactures details</b>	
	Documentary evidence of Bus Manufacturer's experience (Min. 15 years).	[ ]
	Evidence that the Bus Manufacturer has manufactured 750 buses of the offered type per year at least during 03 years out of the last 05 years.	[ ]
	Evidence that the Bus Manufacturer has exported/sold more than 50 buses to each of at least 05 countries per year, including the Manufacturer's country.	[ ]
	Evidence that the Bus Manufacturer has international quality certifications such as ISO 9001, ISO 22139, ISO 3834, and ISO 26262.	[ ]
	<b>Local agents details</b>	
	Certificate of Business Registration of Accredited Local Agent of Bus Manufacturer.	[ ]
	Documentary evidence of Accredited Local Agent's experience in vehicle maintenance (Min. 05 years).	[ ]
	Details of Workshop facilities and spare parts available with the Accredited Local Agent.	[ ]

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	<b>Financials</b>	
	Documentary evidence for the positive net asset with an Asset liability ratio of less than 60% and positive operating profit for at least 03 years out of the last 05 years.	[ ]
	Evidence that the Average Working Capital of the bidder at least during 02 years out of the last 05 years shall exceed USD 9 Mn or SLR 3000 Mn.	[ ]
	Evidence that the average annual turnover shall be more than USD 18 Mn or SLR 6000 Mn annually, at least during 03 years out of last 05 years.	[ ]
	JV/Consortium Documents: Copy of JV/Consortium Agreement.(If any)	[ ]
	<b>Authorization</b>	
	Power of Attorney for the Authorized Signatory (from the Single bidder, JV or Consortium).	[ ]
	<b>Warranty and Services</b>	
	Warranty certificate from the Bus Manufacturer.	[ ]
	Warranty and Services: Certificate on the availability of spare parts for 10 years from the Bus Manufacturer.	[ ]
	Warranty and Services: Certificate on availability of after sales services from the Bus Manufacturer.	[ ]
	Manuals: Operation manual, Technical manual, Maintenance manual, Spare parts Catalogue in CD format.	[ ]
	Customer Feedback: 10 customer feedback with contact details from suppliers in the last 5 years.	[ ]
	<b>Other</b>	
	Bid Submission Form.	[ ]
	Price Schedule.	[ ]
	Price and completion schedule	[ ]
	Bid Security	[ ]
	Bid securing Declaration	[ ]
	Manufacturer's Authorization	[ ]

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	Non Coullusion affidavit	[ ]
8.Submission	Formatting: All pages of the bid document signed and seal affixed	[ ]
	<ul style="list-style-type: none"><li>Closing:17/10/2025 at 2PM</li><li>Should enclose the Original and the copy of the Bid in separate sealed envelopes duly marking the envelopes as “ORIGINAL” and “COPY”.These envelopes containing the original and copy shall then be enclosed in one single envelope</li><li>The inner and outer envelopes shall, Bear the name and address of the bidder Be addressed to the purchaser bear the specific identification of the bidding bear a warning not to open b efore time and date</li></ul>	[ ]