

Tender Notice
School Learning Material
(School Bag, Shoes, Stationary, Water Bottle & etc.). Under i- LEAD
Project-2024

Islamic Relief Sri Lanka is an independent humanitarian and development organization serving humanity for over 20 years. For further details please check our website

<https://www.islamicrelief.lk>.

The complete set of full Sealed Bid should be sent via registered post / Corrier service to the following address.

Procurement Committee
Islamic Relief Sri Lanka
No. 1B, Prince Corner Complex,
Main Street,
Akkaraipattu-01,

For further details if any please contact our official email or call on 067-2280009

Islamic Relief Sri Lanka is inviting all interested and eligible individuals/suppliers to request for tender documents for the following.

(Sealed Tender Information)

| | |
|---|---|
| (The final bids will be accepted in Day time) | 06 th of January 2024 04.00PM |
| (Opening tender Day time) | 06 th of January 2024 04.30PM We request you to participate at the bid opening time |

Material - 01

School Bag Specification



General Description,

School Bag for students, Islamic Relief _ Sri Lanka, 400x270x100mm

Technical Specifications:

Backpack, school use, 1 main compartment, one front pocket,

Compartment 1:

Size: H400 x Depth100 x W270 mm.

Large compartment YKK zip closure around three sides of the compartment with a 2-way YKK zip pull. Mesh lining stitched to the base of the bag and a 1mm PVC board reinforcement secured on the base.

Inside Pockets:

Two inner pockets; mesh sides with elastic tops, located on the back side of the main compartment.

Compartment 2:

Small pocket H230 x Depth 40 x W280 mm with side gussets, YKK zip closure around top of pocket with one zip pull.

Material:

- 1.Shell fabrics: 100% polyester, 800 x 800 denier, tightly woven and spun to resist puncturing, triple PVC/rubber blend coating. Material must measure 290GSM as a minimum when coated.
2. Cyan piping tape for seams: 100% polyester. Back and front seams of bag reinforced with piping.
3. Padded shoulder strap: Cyan blue: 100% polyester. 60 x 320 mm.
- 4.Lateral fixations and Length adjuster: Cyan blue PE plastic.
5. Adjustable straps and loop handle: Cyan blue: 100% polyester. Reinforced with X stitching and a 25 mm loop handle.
6. Mesh lining: Black 100% polyester. 240 x 240 mm with elastic top and stitched to the base of the bag.
7. Zips: Plastic teeth with metal YKK brand puller. YKK Zip pull approx. 30mm (tolerance of +/-5 mm). Two different types of zipped fastenings are required. Main compartment: reversible two-way zippers, with metal sliding tabs. The front pocket: one-way zipper, with metal sliding tabs. The zip in the main compartment is open to approximately 180 mm from the bottom to ensure that A4 sized books can be easily inserted and removed without restriction.
8. Base reinforcement: A bottom plate of 1 mm thick PVC board stitched and secured to the base inside a polyester sleeve, dimensions 90mm x 230 mm +/- 5mm. One long side of the plate is stitched and secured to the base of the bag inside a polyester sleeve and the other long side is free to move, to ensure that the plate can be flattened when the bag is not in use.

Capacity of Bag: Suitable to carrying a weight of 10kg.

Colour: C100 M31 Y0 K0

Packaging and Labelling:

One bag, neatly packed in an individual transparent polypropylene bag, sealed on the three sides, with a non-permanent self-adhesive closure flap (which closes from the top) on the top reverse side.

(Information to be displayed on the invoice)

- The price submission shall be submitted

| NO | Item description / Detailed specification | Quantity | Counting | Rate | Total |
|----|---|----------|----------|------|-------|
| 01 | School Bags | 3,000 | Numbers | | |

Material No: 02

School Shoes Specification

| School Shoes | Qty | Unit |
|---|------|------|
| School Shoes Boys (Black - Small 6,7,8 size) | 3000 | Pair |
| School Shoes Boys (Black - Medium 9 size) | | |
| School Shoes Boys (Black - Large 10,11 size) | | |
| School Shoes Girls (White - Small 6,7,8 size) | | |
| School Shoes Girls (White - Medium 9 size) | | |
| School Shoes Girls (White - Large 10,11 size) | | |
| School Shoes Girls (Black - Small 6,7,8 size) | | |
| School Shoes Girls (Black - Medium 9 size) | | |
| School Shoes Girls (Black - Large 10,11 size) | | |

Black School Shoes



Girls school shoes T-Bar black



(Information to be displayed on the invoice)

- The price submission shall be submitted

| NO | Item description / Detailed specification | Quantity | Counting | Rate | Total |
|----|---|----------|----------|------|-------|
| 01 | School Shoes Boys (Black - Small 6,7,8 size) | 3000 | Pair | | |
| 02 | School Shoes Boys (Black - Medium 9 size) | | | | |
| 03 | School Shoes Boys (Black - Large 10,11 size) | | | | |
| 04 | School Shoes Girls (White - Small 6,7,8 size) | | | | |
| 05 | School Shoes Girls (White - Medium 9 size) | | | | |
| 06 | School Shoes Girls (White - Large 10,11 size) | | | | |
| 07 | School Shoes Girls (Black - Small 6,7,8 size) | | | | |
| 08 | School Shoes Girls (Black - Medium 9 size) | | | | |
| 09 | School Shoes Girls (Black - Large 10,11 size) | | | | |

Material No: 03

Geometry Box Specification



- The Mathematical Instruments Box is a comprehensive set of mathematical tools.
- It includes a pencil, eraser, sharpener, ruler, set square, protractor, compass, and divider.
- The set squares are 60-degree and 45-degree, providing greater accuracy for different types of measurements.
- The protractor helps in measuring angles while the compass and divider aid in drawing accurate circles and arcs.
- The metal box provides secure storage and easy portability of the instruments.
- Additionally, the box includes tables with metric equivalents and theorems.
- It is an all-in-one solution for mathematical needs, suitable for students and professionals.
- The set is ideal for use in schools, colleges, offices, and home offices.

Items No: 02

Exercise Book Specification



General Description:

Exercise Book, A5, ruled-8mm, 70gsm, 200 pages, pack of 10 (9 Single ruled, 1 Double ruled).

Technical Specifications:

Size: closed A5 size (210mm long x 148mm wide)

Paper: 75% recovered paper fibres (post and pre-consumer waste) non coated 70GSM The composition of the paper should be homogenous with no inclusions/alien particles or wrinkles

Pages: 200 pages (100 sheets)

Printing: one colour Pantone cool grey

Lines: 8mm lines with left margins

Cover: 75% recovered paper fibres (post and pre-consumer waste) 140GSM one side coated

Printing: One colour Cyan blue and water based glossy varnish recto only

Finishing: Saddle stitch (stainless steel) along the 210mm and trim to size

Colour code: C100 M31 Y0 K0

Packaging & Labelling:

10 exercise books wrapped in (09 Single ruled and 01 Double ruled)

Items No:03

Ball Point pens Specification



General Description:

Pen, ball-point, blue, box of 10 each

Technical Specifications:

Ball point pen, 1mm ball, blue, tropical ink, writing distance minimum 2,000 metres, approximate quantity of ink 0.30-0.37g

Packaging and labelling:

Cardboard box of 10 pens, over packed with 10 boxes in an inner carton

Weight:

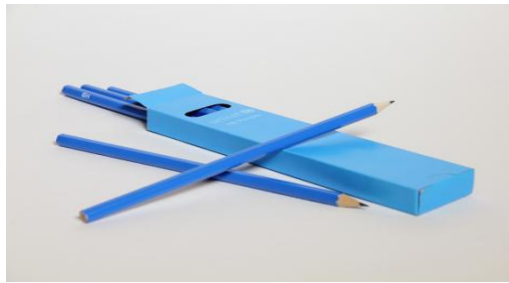
Estimated weight: 77g

Instructions for use:

General purpose ball point pen

Items No:04

Pencil Specification



General Description

Pencil, black lead core (3mm core), grade HB, quality wood casing, painted, hexagonal in shape, suitable for use on paper and plastic slate surfaces.

Technical Specifications

pencil, black lead core (3mm core), quality wood casing, cyan colour, hexagonal in shape, suitable for use on all paper surfaces. The length of the pencil should be 175mm. The pencil should be presented without eraser and sharpened. The pencil should be easy to sharpen with a standard plastic or metal sharpener and pare smoothly and consistently. The sharpening angle should ensure the minimum number of shavings. The lead should be strong, should not break off easily during sharpening and should be glued to the centre to avoid breakage and centred along the length of the pencil. The black lead markings should be substantially removable with a standard eraser. The cyan blue painted exterior of the pencil should be well applied and should not chip easily. The pencil should be comfortable to hold and use by children. The composition of the lead should ensure fine, smooth and consistent writing. The markings should be easy to read against a white surface paper. The pen should be suitable for the safe and extended use by children

Packaging and labelling:

Individual Unit: Ten (10) pencils to be packed in a sturdy cardboard box. (i.e. containing 10 Pencil, HB grade ,black lead)

Weight and Volume:

Estimated weight: 0.050kg

Estimated volume: 0.103cdm

Instructions for use:

Student's supplies and general-purpose pencil for office use.

Items - 05

Water bottle specification

Stainless Steel Water Bottle Sport 750 ml



- Water bottles perfect for storing water in your fridge and carrying water while travelling, School, Office.

Description

- Water Bottle is made of 100% food grade stainless steel **BPA free** ensures a safe drinking.
- 100% leak proof & break resistant. Easy open & close screw lid.
- Material Stainless steel, capacity 750 ml

Return if any damage or leakage

(Information to be displayed on the invoice)

- The price submission shall be submitted

| NO | Item description / Detailed specification | Quantity | Counting | Rate | Total |
|----|---|----------|----------|------|-------|
| 01 | Exercise books (200-page single ruled) | 27,000 | Numbers | | |
| 02 | Exercise books (200-page double ruled) | 3,000 | Numbers | | |
| 03 | Pencil (1x10 pcs) | 3,000 | boxes | | |
| 04 | Ball point pen blue color (1x10 pcs) | 3,000 | boxes | | |
| 05 | Geometry box (steel / plastic) | 3,000 | boxes | | |
| 06 | Water bottle (stainless steel) | 3,000 | Numbers | | |

Documents to accompany

- Company profile
- Copy of company/business registration card
- Bank Book and Bank Statement within the last 3 months
- Contact Numbers and Position of Company Executives
- Copy of NIC of company executives

Seal Bid Terms and Condition

- Close this post in the mailbox and post it to the submission address/directly submit it to respective offices IRSL country offices. Tender must be submitted later than **January 06th, 2024 (04.00PM)** Late Tender submission will not be considered.
- Open envelopes will not be accepted by the tender committee. The submitted tender envelopes will be opened in front of the tender Participants by the IRSL Procurement committee and will be transparently selected.
- Information needed/all supporting documents must be submitted along with the tender. Incomplete tender will not be considered/ Process.
- Contact the team's Committee for more information about the tender process. (Phone 067-2280009)

Attachment (1) Company Information

| | |
|---|--|
| <i>Company Profile</i> | |
| <i>Company Registration Number</i> | |
| <i>Date of registration of the Company</i> <i>(Expired registration will not be accepted)</i> | |
| <i>Company/Business Address</i> | |
| <i>Specify if the Company Website is available.</i> | |
| <i>What is the name and position assigned by the company to negotiate and sign the agreement?</i> | |
| <i>Company Registration Details</i> <i>- Registration Number</i> <i>- VAT Registration Number</i> <i>- Trade License Number</i> <i>Attach copies of the above documents.)</i> | |
| <i>Bank Account Information</i> <i>- Bank Account Name</i> <i>- Bank Account Number</i> <i>- Name of Bank</i> | |

Attachment (2) as of this tender, if your company has previous (like this tender) experience, submit the following chart:

Details of your company's experience in the supply of similar services, keeping in view the following points:

| | A | B | C |
|--|---|---|---|
| <i>Name of Organization/Company</i> | | | |
| <i>Contact Name, Phone Number and E-Mail Address</i> | | | |
| <i>Description of items/services delivered/construction work</i> | | | |
| <i>Date Contract Awarded</i> | | | |
| <i>Date Contract Completed</i> | | | |
| <i>Contract Amount</i> | | | |
| Photos and Records | | | |

It is confirmed that all the foregoing information is accurate.

Signature _____

Name _____

Position _____

Company Logo & stamp

Note: Invitation will not be sent separately for the tender opening. Consider the date and time mentioned in the advertisement will remain. The tender will be opened in the presence of the bidders who participate.