



BIDDING DOCUMENT
MINISTRY OF FOREIGN AFFAIRS

(National Competitive Bidding)

Contract No: FA/AD/Proc/C/Sound System

Bids For

**SUPPLY, INSTALLATION, CONFIGURATION AND MAINTENANCE OF A NEW PAPERLESS
CONFERENCE SYSTEM AND INTERIOR REDESIGNING TO MATCH THE ACOUSTIC PROPERTIES
OF THE MAIN CONFERENCE HALL OF THE MINISTRY OF FOREIGN AFFAIRS – COLOMBO 01**

ADDENDUM – 01

The Secretary
Ministry of Foreign Affairs
Republic Building
Colombo 01

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SUPPLY, INSTALLATION, CONFIGURATION AND MAINTENANCE OF A NEW PAPERLESS CONFERENCE SYSTEM AND INTERIOR REDESIGNING TO MATCH THE ACOUSTIC PROPERTIES OF THE MAIN CONFERENCE HALL OF THE MINISTRY OF FOREIGN AFFAIRS – COLOMBO 01

File No: FA/AD/Proc/C/Sound System

Dear Sir/Madam

Following addendum is issued in accordance with “

Please acknowledge receipt of this addendum by returning attached letter duly signed along with your bid.

No	Reference in Bidding Document	Amendment																												
	Section I Instructions to Bidders	<p>Include the highlighted change as follows (ITB 14.3 on Page No: 43)</p> <table border="1"> <tr> <td>S6</td> <td>Supply and Installation of Following Operator Control Booth</td> <td></td> <td></td> </tr> <tr> <td>S6.1</td> <td>An Operator Control Booth to accommodate the Sound System's Main Equipment, An Operator and to conduct the systems control works</td> <td>1</td> <td>Nos.</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>S7</td> <td>Supply and Installation of Following Cable Management Accessories</td> <td></td> <td></td> </tr> <tr> <td>S7.1</td> <td>Cable Management Accessories</td> <td>1</td> <td>Item</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>S8</td> <td>Installation Charges</td> <td></td> <td></td> </tr> </table>	S6	Supply and Installation of Following Operator Control Booth			S6.1	An Operator Control Booth to accommodate the Sound System's Main Equipment, An Operator and to conduct the systems control works	1	Nos.					S7	Supply and Installation of Following Cable Management Accessories			S7.1	Cable Management Accessories	1	Item					S8	Installation Charges		
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S8	Installation Charges																													

		S8.1	Installation Charges (Including Power Wiring), Testing, and accessories	1	Item
		S9	Supply and Installation of Required Accessories		
		S9.1	Any other Required Accessories	1	Item
		S10	Supply and Installation of Acoustic Properties		
		S10.1	<ul style="list-style-type: none"> Bidders should propose a suitable arrangement by having a comprehensive study of acoustic properties and interior redesign of the venue (Main Conference Hall) Bidder should submit an appropriate noise control model/interior (reverberation condition) redesign work while preserving / matching the historical & archeological values of the Main Conference Hall. A desired Speech Transmission Index (STI) will be negotiated after the study of acoustic properties. 	1	Item
		T1	Supply and Installation of Following Video Conference System		
		T1.1	The Video Conference System shall be integrated with the proposed Paperless Conference System and the Sound System. 02 nos. of Tracking PTZ Cameras shall be installed to capture the active announcer/s. The 86" 4K Ultra HD Smart TV Display shall be the primary display during the Video Conferencing Session. The Video Conference System should be compatible with all leading platforms and video conferencing applications (Zoom, Google Meet, Skype, Go To Meeting and etc.) and other necessary accessories.	1	Item

Section V Bid Submission Form and Qualification Information	Include the highlighted changes as follows (QUALIFICATION INFORMATION on Page No: 54)	
	Value of Paperless Conferencing System Projects performed in last 3 years (Local or Foreign)	<i>(attach copies of Certificate of Completion etc. and other documents such as profit-loss and income expenditure statement)</i>

<p>Section VI Evaluation and Qualification Criteria</p>	<p>Include the highlighted change as follows (Evaluation and Qualification Criteria On Page No: 55)</p> <p><u>Scope of Work</u></p> <p>..... Installation of a professional rack mount Audio Recorder is a necessity with storage for a minimum of 12 hours.</p> <p>All the sound system main equipment shall be enclosed in the Rack unit and shall be located in the Operator Control Booth. The Dimensions of the Control Booth shall be decided by the contractor and shall submit the details for the TEC recommendation. Each Display Unit shall consist of an Audio Jack to plug the Noise Cancellation Headphone. Providing a Noise Cancellation Headphone to the Operator in the Control Booth is a necessity.</p> <p>The Paperless Conference System shall consist of the following functions,</p> <ul style="list-style-type: none"> ➤ Conference Establishment. ➤ Conference Preset. ➤ Topic Management. ➤ File Distribution. ➤ Browsing and Reading. ➤ File Upload. ➤ File annotation. ➤ Voting and etc. <p>Furthermore, Providing the Video Conferencing facility is another consideration in this contract. The Video Conference System shall be integrated with the proposed Paperless Conference System and the Sound System. The Video Conferencing shall be an on-premises solution. 02 nos. of Tracking PTZ Cameras shall be installed to capture the active announcer/s at the U shaped conference table. The 86” 4K Ultra HD Smart TV Display shall be the primary display during the Video Conferencing Session. The Video Conference System should be compatible with all leading platforms and video conferencing applications (Zoom, Google Meet, Skype, Go To Meeting and etc.)</p> <p>The Electrical power wiring shall be conducted by the contractor and it should not be affected to the Acoustic works and shall be a proper installation. The neatness of power wiring installation shall be an evaluation factor in the contract.</p> <p>Each bidder should conduct a demonstration in terms of the system implementation during the Bid Evaluation period. The date, time and venue will be informed for each bidder separately to conduct the demonstration.</p> <p>Submission of a 3D Model for the Conference System shall be an added advantage.</p> <p>All the installation works</p>
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	<p>Section VII Schedule of Requirements</p>	<p>Include the highlighted change as follows –</p> <p>a. S2.1 Paperless Display System (Page No: 62)</p> <table border="1" data-bbox="488 365 1468 1066"> <thead> <tr> <th data-bbox="488 365 683 432">Item</th> <th data-bbox="683 365 1057 432">Minimum Requirement</th> <th data-bbox="1057 365 1243 432">Yes/No</th> <th data-bbox="1243 365 1468 432">Remarks</th> </tr> </thead> <tbody> <tr> <td data-bbox="488 432 683 1066"> Tabletop mount Paperless Full HD 17" LED Touch Screen (26 nos.). </td> <td data-bbox="683 432 1057 1066"> Display Type – Touch Screen Display Size – 15" or higher Full HD LED Screen Resolution – 1920*1080 Pixel Aspect Ratio – 16:9 Video Interface – HDMI Audio Jack to plug Headphone Frequency Response – 80Hz – 16kHz Power Supply - AC 220V 50-60/HZ </td> <td data-bbox="1057 432 1243 1066"></td> <td data-bbox="1243 432 1468 1066"></td> </tr> </tbody> </table> <p>b. S9.1 Interior redesigning to match the Acoustic properties (Page No 69)</p> <p>Please change the sub-heading No S9.1 as S10.1 –Title remains the same</p>	Item	Minimum Requirement	Yes/No	Remarks	Tabletop mount Paperless Full HD 17" LED Touch Screen (26 nos.).	Display Type – Touch Screen Display Size – 15" or higher Full HD LED Screen Resolution – 1920*1080 Pixel Aspect Ratio – 16:9 Video Interface – HDMI Audio Jack to plug Headphone Frequency Response – 80Hz – 16kHz Power Supply - AC 220V 50-60/HZ		
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	<p>Section VIII Bill of Quantities and Price Schedules</p>	<p>Include following changes as in annexures (BoQ – Page No 71 & 72, Price Schedules 74 & 75)</p> <p>Bill of Quantities: Annex – A Price Schedules: Annex – B, C, D</p>								

The Chairman
Ministry Procurement Committee (MPC)
Ministry of Foreign Affairs
Republic Building
Colombo 01
2024.02.18

2024.03.....

Director General,
General Administration Division
Ministry of Foreign Affairs
Colombo 01

Dear Sir,

SUPPLY, INSTALLATION, CONFIGURATION AND MAINTENANCE OF A NEW PAPERLESS CONFERENCE SYSTEM AND INTERIOR REDESIGNING TO MATCH THE ACOUSTIC PROPERTIES OF THE MAIN CONFERENCE HALL OF THE MINISTRY OF FOREIGN AFFAIRS – COLOMBO 01

Contract No: FA/AD/Proc/C/Sound System

We hereby certify that pages of addenda No 01 have been received by us and considered for pricing as a part of the Bidding Document in accordance to the “Instructions to Bidders” Clause 11 in Bidding Document.

Yours Truly,

Signature of the Bidder :

Company Seal :

Date :

Note:

Please enclose this letter with the “ORIGINAL” of Bid submission.