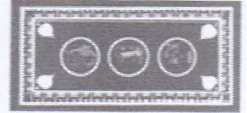




"විශිෂ්ට රාජ්‍ය සේවාවක් සඳහා ජප කපුවෙලු."

ප්‍රධාන ලේකම් කාර්යාලය - බස්නාහිර පළාත
 பிரதம செயலாளர் அலுவலகம் - மேல் மாகாணம்
 OFFICE OF THE CHIEF SECRETARY - WESTERN PROVINCE



"ශ්‍රාවස්ති මන්දිරය", 32, ශ්‍රීමත් මාකස් ප්‍රනන්දු මාවත, කොළඹ 07.
 "சீராவஸ்தி" கட்டிடம், 32, ஸ்ரீமத் மார்க்கெஸ் பர்ணாந்தா மாவத்தை, கொழும்பு 07.
 "Sravasthi Mandiraya", 32, Sir Marcus Fernando Mawatha, Colombo 07.

ප්‍රධාන ලේකම් / பிரதம செயலாளர் / Chief Secretary } දුරකථන / தொகையேசி / Telephone - 2698409
 } ලැයිස් / செய்தி / Fax - 2694667
 } இ-மேல் / மயமி / Email chiefsecretary@wpc.gov.lk
 பொதுத் துறைகள் / தொகையேசி / General Telephone } 2682868
 } 2682869
 } 2682870

මගේ අංකය. / எனது இல. / My No. } CSO/FIN/2/3/6(11) } ඔබේ අංකය. / உமது இல. / Your No. } தேய. / திகதி. / Date. } 2016.09. 14

මූල්‍ය චක්‍රලේඛ 17/2016

- ආණ්ඩුකාර ලේකම් (බ.ප.),
- අමාත්‍යාංශ ලේකම්වරු (බ.ප.),
- සභා ලේකම් (බ.ප.),
- පළාත් කොමිෂන් සභාවල ලේකම්වරු (බ.ප.),
- නියෝජ්‍ය ප්‍රධාන ලේකම්වරු (බ.ප.),
- දෙපාර්තමේන්තුවල ප්‍රධානීන් (බ.ප.),
- අධිකාරීවල සභාපතිවරු (බ.ප.),
- බස්නාහිර පළාතේ සියලුම ප්‍රාදේශීය ලේකම්වරු.

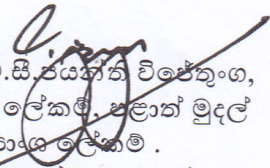
ප්‍රසම්පාදන කාර්යය සංග්‍රහය බස්නාහිර පළාතට උචිත පරිදි සංශෝධනය කිරීම
සහ ප්‍රසම්පාදන කාර්යය සංග්‍රහය සඳහා වන අතිරේක අංක 29 බස්නාහිර පළාත් සභාවට
අදාල කර ගැනීම.

ප්‍රසම්පාදන කාර්යය සංග්‍රහය සංශෝධනය කරමින් භාණ්ඩාගාරයේ රාජ්‍ය මූල්‍ය දෙපාර්තමේන්තුව විසින් නිකුත් කර ඇති ප්‍රසම්පාදන කාර්ය සංග්‍රහය සඳහා වන අතිරේක අංක 29 පළාත් සභාවට අදාල කර ගැනීමට ගරු ආණ්ඩුකාරතුමාගේ අනුමැතිය ලැබී ඇත. (එම ප්‍රසම්පාදන කාර්ය සංග්‍රහය සඳහා වන අතිරේක අංක 29හි පිටපතක්ද මේ සමඟ අමුණා එවමි.)

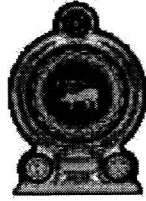
02. ඒ අනුව 2007.01.16 දිනැතිව අංක 3/2/2/6/66 දරණ ලිපිය මඟින් අදාල කරගෙන ඇති ප්‍රසම්පාදන කාර්ය සංග්‍රහයේ පහත සඳහන් පරිච්ඡේද මෙදින සිට අවලංගු වන අතර ඒ වෙනුවට මේ සමඟ අමුණා ඇති ප්‍රසම්පාදන කාර්ය සංග්‍රහය සඳහා වන අතිරේක අංක 29 අදාල වන බව කාරුණිකව දන්වමි.

නියෝජ්‍ය ප්‍රධාන ලේකම් பிரதம செயலாளர் Deputy Chief Secretary Tel: 2693964 Fax: 2669479 dsas@wpc.gov.lk	පාලන திணைக்க Administration Tel: 2690058 Fax: 2693952 dep@wpc.gov.lk	පිරිස හා පුහුණු ஆளணி மற்றும் பயிற்சி Personnel & Training Tel: 2693978 Fax: 2679958 ois@wpc.gov.lk	මූල්‍ය நிதி Finance Tel: 2693970 Fax: 2676280 dip@wpc.gov.lk	යැපෙම් திட்டமிடல் Planning Tel: 2693968 Fax: 2689900 dep@wpc.gov.lk	අභ්‍යන්තර பொதுத் துறைகள் Director Internal Audit Tel: 2689011 Fax: 2689011
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අනු අංකය	පරිච්ඡේද අංකය	කාරණය
01	5.4.4	වැඩ හා භාණ්ඩ කොන්ත්‍රාත්තු සඳහා අත්තිකාරම් ගෙවීම
02	5.4.6	වැඩ කොන්ත්‍රාත්තු සඳහා රඳවා තබා ගැනීමේ මුදල
03	5.4.8	කාර්ය සාධන සුරක්ෂණය


 ජේ.එම්.සී.ජයතික් විජේතුංග,
 ප්‍රධාන ලේකම්, පළාත් මුදල්
 අමාත්‍යාංශ ලේකම්,
 පළාත් භාණ්ඩාගාර ලේකම්,
 බස්නාහිර පළාත.

- පිටපත්: 01.විගණකාධිපති
 02.අධ්‍යක්ෂ (අභ්‍යන්තර විගණන)
 03.පරිගණක දත්ත ක්‍රියාකරු.



Democratic Socialist Republic of Sri Lanka

Supplement - 29

To the

PROCUREMENT MANUAL

Issue Date: 25-01-2016

(To be used along with Procurement Guidelines 2006 – Goods & Works)

This supplement supersedes the sections

PROCUREMENT GUIDELINE REFERENCE: 5.4.4

(ADVANCE PAYMENT FOR WORKS AND GOODS CONTRACTS)

PROCUREMENT GUIDELINE REFERENCE: 5.4.6

(RETENTION MONEY IN WORKS CONTRACTS)

PROCUREMENT GUIDELINE REFERENCE: 5.4.8

(PERFORMANCE SECURITY)

DEPARTMENT OF PUBLIC FINANCE

**ADVANCE PAYMENT FOR WORKS AND GOODS
CONTRACTS**

Advance payment for Work Contracts shall be as follows:

- i) for works where contract value below Rs. 50 Mn, a maximum of thirty percent (30%) of the contract sum (less any provisional sums and contingencies) against the submission of an acceptable advance payment guarantee
- ii) for works where contract value exceeds Rs. 50 Mn, a maximum of twenty percent (20%) of the contract sum (less any provisional sums and contingencies) against the submission of an acceptable advance payment guarantee; ; and
- iii) The advance payment shall be fully recovered before ninety percent (90%) of the payments are made to the contractor.

Advance payment for goods contract shall be as follows:

When the bidding documents require opening of letters of credit (LC) in favour of the PE, the cost of which shall be borne by the supplier, an advance payment not exceeding the LR equivalent of thirty percent thirty percent (30%) of the value of LC may be paid, on the submission of a guarantee acceptable to the PE.

Advance payment guarantee issued in the format given below by the following agencies are acceptable:

The advance payment guarantees issued by the following agencies are acceptable provided the guarantee is furnished without a critical departure to the format given in this manual with respect to the amount validity and payment of guaranteed amount upon receipt of first demand in writing.

- A commercial bank operating in Sri Lanka;
- A bank based in another country but the guarantee "confirmed" by a bank operating in Sri Lanka;

However the requirement of confirmation of advance payment guarantees issued by a bank based in another country, by a bank operating in Sri Lanka is not necessary, if the entity that issues the guarantee is an Export Credit Agency of any foreign government or a reputed International Financier acceptable to the Central Bank of Sri Lanka.

- Construction Guarantee Fund
- Insurance Agencies:

- A bank based in another country but the guarantee “confirmed” by a bank operating in Sri Lanka;

However the requirement of confirmation of performance guarantees issued by a bank based in another country, by a bank operating in Sri Lanka is not necessary, if the entity that issues the guarantee is an Export Credit Agency of any foreign government or a reputed International Financier acceptable to the Central Bank of Sri Lanka.

- Construction Guarantee Fund;
- Insurance Agencies:

The PE should note that in the event of an extension of the Time For Completion of the Contract, the PE would need to request an extension of this guarantee from the Guarantor.

Such request must be in writing and must be made prior to the expiration date established in the guarantee.

RETENTION MONEY IN WORKS CONTRACTS

From all construction contracts retention money shall be deducted from the payments due to contractor to cover the period for remedying any defects. Retention money shall be deducted from the net work done (including material at site) during the period of interim payment before making any adjustments to price fluctuation, VAT and advance payment recovery. No retention money will be deducted from the advance payment.

Fifty percent (50%) of retention may be released after taking over of Works and the second fifty percent (50%) will be released upon satisfactory completion of the defect correction period. Alternatively after taking over of works, contractors may be allowed to replace the second 50% of retention money, with an equivalent security.

Alternatively, after the final completion of Works, contractors may be allowed to replace the second half of retention money with an unconditional and irrevocable guarantee issued by the following agencies in the format given below:

The retention guarantees issued by the following agencies are acceptable, **provided the guarantee is furnished without a critical departure to the format given in this manual with respect to the amount validity and payment of guaranteed amount upon receipt of first demand in writing.**

- A commercial bank operating in Sri Lanka;
- A bank based in another country but the guarantee "confirmed" by a bank operating in Sri Lanka;

However the requirement of confirmation of retention guarantees issued by a bank based in another country, by a bank operating in Sri Lanka is not necessary, if the entity that issues the guarantee is an Export Credit Agency of any foreign government or a reputed International Financier acceptable to the Central Bank of Sri Lanka.

The PE should note that in the event of an extension of the Time For Completion of the Contract, the PE would need to request an extension of this guarantee from the Guarantor. Such request must be in writing and must be made prior to the expiration date established in the guarantee.

PERFORMANCE SECURITY

Works

- (a) Works shall require a performance security of not less than five percent (5%) of the estimated contract sum to safeguard the PE in case of breach of contract by the Contractor.
- (b) This security shall be provided by a performance guarantee issued from an acceptable agency, and valid till twenty eight (28) days beyond the intended completion date.

Goods

- (a) In contracts for the supply of Goods, the need for performance security depends on the market conditions and commercial practice for the particular kind of Goods.
- (b) Suppliers are required to provide a performance guarantee to safeguard the PE against non performance of the contract.
- (c) Such security in an appropriate amount of not less than 10% (ten percent) of the estimated contract sum may also cover warranty obligations.
- (d) If warranty obligation is a requirement a percentage of the payments may be withheld as retention money to cover such obligations and any installation or commissioning requirements.

This performance guarantee shall be provided in the format given in this manual and shall valid till 28 days beyond the scheduled completion of works or the supply of goods.

The Performance Guarantee issued by the following agencies are acceptable **provided the guarantee is furnished without a critical departure to the format given in this manual with respect to the amount validity and payment of guaranteed amount upon receipt of first demand in writing.**

- A commercial bank operating in Sri Lanka;

- Construction Guarantee Fund;
- Insurance Agencies:

The PE should note that in the event of an extension of the defects liability period of the Contract, the PE would need to request an extension of this guarantee from the Guarantor. Such request must be in writing and must be made prior to the expiration date established in the guarantee.