



## Information and Communication Technology Agency of Sri Lanka

### Invitation for Bids (IFB)

#### Procurement of Laptop computers, Printers, Overhead Scanners and Photocopiers for Registrar General Department

IFB No: ICTA/GOSL/GOODS/NCB/2017/07

1. The Chairman, Project Procurement Committee (PPC), on behalf of Information and Communication Technology Agency of Sri Lanka (ICTA) that functions under the purview of the Ministry of Telecommunication and Digital Infrastructure now invites sealed bids from eligible and qualified bidders for the Procurement of Laptop computers, Printers, Overhead Scanners and Photocopiers for Registrar General Department.

A summary of the requirement is given in Table below:

Lot No.	Description of Item	Quantity (Units)
1	Laptops	100
2	Dot Matrix Printers	10
	Laser Printers	25
	Photocopiers	05
3	Overhead Scanners	05

Bidders at their option are allowed to bid for any single Lot or any combination of Lots or for all Lots. Each Lot shall be evaluated separately. Bidders are required to bid for all the items in a Lot and total quantity of each item. Partial Bids shall be treated as non-responsive and rejected. Detailed description of the Requirement and Specifications is given in the Bidding Document.

2. Bidding will be conducted using the National Competitive Bidding (NCB) procedure that shall be governed by the Procurement Guidelines of the Government of Sri Lanka and is open to all eligible bidders that meet the eligibility and qualification requirements given in the bidding documents.
3. Interested bidders may obtain further information from Mr. Gamini Karunaratne, Director Procurement, ICTA, 160/24, 2<sup>nd</sup> Floor, Kirimandala Mawatha, Colombo 05 and inspect the bidding documents free of charge during office hours on working days commencing from **September 27, 2017** at the office of ICTA at the above address. Telephone: 0112369099, Facsimile: 0112369091, email: [procurement@icta.lk](mailto:procurement@icta.lk). Bidding documents are available on ICTA Website (<https://www.icta.lk/procurement/>) only for inspection purposes.
4. A complete set of Bidding Documents in English Language may be purchased by interested bidders on submission of a written application and upon payment of a non-refundable fee of Sri

Lankan Rupees Five Thousand (LKR 5,000.00) effective from **September 27, 2017** during office hours on working days from the office of the ICTA at 160/24, 2nd floor, Kirimandala Mawatha, Colombo 05. The method of payment will be by cash.

5. A Pre-bid meeting which potential bidders may attend will be held at **1400 hrs (2.00 P.M) on October 09, 2017** at the office of ICTA at the above address. The bidders are advised to attend this meeting.
6. Bids must be delivered to Director Procurement, C/o Chairperson, Information and Communication Technology Agency of Sri Lanka (ICTA), **160/24, 2<sup>nd</sup> Floor, Kirimandala Mawatha, Colombo 05** at or before **1500 hrs (3.00 P.M) on October 19, 2017**. Late Bids and Bids sent electronically will not be accepted and will be rejected.
7. All Bids must be accompanied by Bid Securities in the form of a Bank Guarantee in the following amounts in Sri Lankan Rupees using the format given with the bidding documents.

<b>Lot No.</b>	<b>Amount of Bid Security LKR</b>
1	150,000.00
2	25,000.00
3	25,000.00

8. Bids shall be valid for a period of 90 days from the date of deadline for submission of the bids.
9. Bids will be opened immediately after the deadline for submission of bids, in the presence of bidders and/or their authorized representatives who choose to attend in person at the address stated above (in Para 6).
10. ICTA will not be responsible for any costs or any expenses incurred by the Bidders in connection with the preparation or delivery of Bids.

Chairman  
Project Procurement Committee  
Information and Communication Technology Agency of Sri Lanka  
160/24, 2<sup>nd</sup> Floor, Kirimandala Mawatha, Colombo 05

September 26, 2017