

**Ministry of Education, Information Technology and Cultural Affairs**

**Sabaragamuwa Provincial Council**

**Supply, Delivery and Installation of IT Related  
Equipment for Dhamma schools and Educational  
Offices in Sabaragamuwa Province**

- 01.** The chairman, Provincial Education Information Technology and Cultural Affairs Ministry Procurement Committee on behalf of the Secretary, Ministry of Education, Information Technology and Cultural Affairs now invites sealed bids from eligible and qualified Bidders for procurement of supply, delivery and installation of IT related equipment for Dhamma schools and Educational offices in Sabaragamuwa Province .

Item no	Description	Quantity	Bid Security Rs.
01	Desktop Computer	111	388,500
02	Computer Printers	112	89,600
03	Multi Media Projectors	04	10,000
04	Smart Panel Boards	04	23,600
05	Display Units	01	4,500
06	UPS 650 VA	111	16,650
07	UPS 1200 VA	6	1,800
TOTAL			534,650

- i. Delivery Date: Within 30 days from the date of award.
- ii. Bidding will be conducted through National Competitive Bidding (NCB)
- iii. The bidder shall quote for above items separately but should be quoted in full quantity.

02. Interested eligible bidders may obtain further details from the **Secretary, Ministry of Education, Information Technology and Cultural Affairs, Sabaragamuwa Provincial Council, New Town, Rathnapura.** (Telephone-045-2222542 Fax -045-2228042) Bid documents can be inspected free of charge during the working days of the week from 05.04.2024 to **25.04.2024** between 09.00 a.m. to 3.00 p.m.
03. A set of bid documents could be obtained from 05.04.2024 to **25.04.2024** between 09.00 a.m. to 3.00 p.m. by submitting a letter of request to the address below and paying a non-refundable fee of **Rs 3,500.00** .
04. A pre bid meeting will be held on **18.04.2024 at 10.00 a.m.** at the conference room at Ministry of Education, Information Technology and Cultural Affairs, Sabaragamuwa Provincial Council, New Town, Rathnapura. If the meeting couldn't be conducted physically on the scheduled date due to unavoidable reasons, the meeting is expected to be held via ZOOM on the day of **18.04.2024 at 10.00 a.m.** If the bidders are willing to participate in this meeting, they are advised to fax a request by using their letterhead with the signature of an authorized person before 11.00 a.m. on 16<sup>th</sup> April 2024 to the following fax number 045-2228042. The ZOOM link will be shared to your respective official email address.
05. Sealed bids with Duplicate should be sent by registered post to the address below to be received on or before **2.00 p.m. on 26.04.2024** or could be inserted into the tender box kept in front of the Chief Accountant's room of this Ministry. Bids received late will be rejected and return unopened to the bidder. The words "Bids for Supply, Delivery and Installation of IT Related Equipment for Dhamma Schools and Educational Offices - 2024" should be marked on the top left-hand corner of the envelope containing the bid. Bids will be opened immediately after closing of accepting bids and the bidders or authorized representative could be present along with a letter of authority which is mandatory.

**Address for submitting bids.**

**The Secretary,  
Ministry of Education, Information Technology and Cultural Affairs,  
Sabaragamuwa Provincial Council,  
New Town,  
Rathnapura.**

06. If the scheduled bid opening day is disrupted only due to an unavoidable reason in the Sabaragamuwa Provincial Council area, the bid opening will be postponed to the

immediately following office day. The bid documents are to be received on or before 2.00 p.m. on the immediate office day. The bid opening will be held immediately after above mentioned time.

07. All Bids should be valid up to 26.07.2024
08. The value of bid security shown as above should be obtained from a commercial bank registered with the Central bank of Sri Lanka drawn in favour of “Secretary, Ministry of Education, Information Technology and Cultural Affairs, Sabaragamuwa Provincial Council, New Town, Rathnapura” should be attached with bid documents. The name of the bid invitation marked as “Bid for Supply , Delivery and Installation of IT Related Equipment for Dhamma Schools and Educational Offices - 2024 ” should be submitted according to the specimen to the attached with the bid document. The bid security should be **valid from 26.04.2024 to 23.08.2024 . If any bidder intends to deposit the specified amount in the Ministry in lieu of bid security, the amount should be deposited in the name of the Secretary to the Ministry of Education, Information Technology and Cultural Affairs, for the above-mentioned reason, as cash in the ministry. And original copy of the receipt must be attached with the bid documents.** When bids are submitted for more than one item, Bid security shall produce total amount of quoted items through one security. and if a bidder intended to bid for one item only it is accepted a bid bond for the above item’s bid security value. But bidders must quote full quantity of selected item.
09. The procurement committee chairman retains the right of the final decision on any issues regarding this procurement.

The Chairman,  
Ministry Procurement Committee,  
Ministry of Education, Information Technology and Cultural Affairs,  
Sabaragamuwa Provincial Council,  
New Town, Rathnapura.  
2024.04.05  
Tel:045-2222542