



# University of Vocational Technology

Ministry of Education, Higher Education and Vocational Education

## INVITATION FOR BIDS (IFB)

### SUPPLY AND DELIVERY OF DESKTOP COMPUTERS AND LAPTOP COMPUTERS

Procurement No: UOVT/PMD/NCB-02/G/01/2026

The Chairman, Department Procurement Committee (Major) on behalf of the University of Vocational Technology invites sealed bids from eligible and qualified bidders for the procurement of following items.

Item	Description	Quantity (Nos)	Bid Security (Rs)	Non-Refundable free (Rs)
I	Branded Desktop Computer-Laboratory Applications	118	576,000.00	12,500.00
II	Branded Desktop Computer-Office work	25	96,000.00	
III	Branded Laptop-General Use	12	43,000.00	
	<b>Total</b>		<b>715,000.00</b>	

- Bidding will be conducted through National Competitive Bidding (NCB) method.
- Bidders may bid for a single item or more items and for the full quantities of each item. Evaluation will be made on an item-wise basis.
- Qualifications and requirements include.
  - Bidders should have more than 05 years of experience at the date of invitation for bids, in supplying Desktop/Laptop Computers, to the public sector organizations or reputed companies.
  - The Bidder **must not be currently debarred or blacklisted** by any government authority or internationally recognized institution.
  - Bidders should have completed at least three projects, each involving the sale of similar or larger numbers of Desktop/Laptop Computers in a single sale during the last 05 years at the date of invitation for bids. Proof documents should be attached. (Purchase orders, awarding letters, contract agreements.)
  - Minimum average annual turnover shall be 1.5 times the bid, from the sale of Desktop/Laptop computers within the last 3 years.
  - Bidders should have a valid certificate of Business Registration.
  - Manufacturer's Authorization Certificate issued by the manufacturer of the quoted brand.
- Interested eligible bidders may obtain further information from the Assistant Bursar/Procurement Management Division, University of Vocational Technology. (Tel: 0112630733, Email: [ab-supplies@uovt.ac.lk](mailto:ab-supplies@uovt.ac.lk)) and inspect the Bidding Documents at the Procurement Unit of the University between 9.00 a.m. to 3.00 p.m. from **03<sup>rd</sup> February 2026 to 23<sup>rd</sup> February 2026**.
- A complete set of Bidding Documents in English language may be purchased by interested bidders on the submission of a written request to the Assistant Bursar, Procurement Management Division, University of Vocational Technology, Ratmalana and upon payment of a non-refundable fee as stated in the above table to the Shroff, at the Administrative Building, University of Vocational Technology from 9.00 a.m. to 3.00 p.m. on working days from **03.02.2026 to 23.02.2026** or payment made to account no: 0070308457, Bank of Ceylon, Ratmalana Branch, in favour of University of Vocational Technology and the **original cash receipt/deposit slip to be attached with the bidding documents. The non-refundable fee is common to all items, irrespective of the number of items or quantities for which the bidder submits a bid.**
- Sealed Bids/proposals original and duplicate must be addressed to the Chairman, Department procurement Committee(Major) Procurement Management division, University of Vocational Technology, No 100, kandawala Road, Ratmalana, in two separate sealed covers, distinctly marked as
  - ORIGINAL- SUPPLY AND DELIVERY OF DESKTOP COMPUTERS AND LAPTOP COMPUTERS- UOVT/PMD/NCB-02/G/01/2026
  - DUPLICATE – SUPPLY AND DELIVERY OF DESKTOP COMPUTERS AND LAPTOP COMPUTERS UOVT/PMD/NCB-02/G/01/2026**Both sealed envelopes should be enclosed in one securely sealed cover marked as “Supply and Delivery of Desktop Computers and Laptop Computers, No. UOVT/PMT/NCB-02/G/01/2026” on the top left hand corner of the envelope and should be forwarded to the above address by registered post or deposit in the Official Tender Box kept at the Procurement Division of the University of Vocational Technology, Ratmalana on or before 2.00 p.m. on 24.02.2026.** Late bids/proposals shall be rejected. Bids/Proposals will be opened in the presence of the bidders' representatives who choose to attend in person at the Faculty Board Room, Faculty Building, University of Vocational Technology on or before 2.00 p.m.
- All bids/proposals must be accompanied by a Bid Security as stated in the above table. The bid security, which should be obtained from a local commercial bank approved by the Central Bank of Sri Lanka, shall be valid up to **22.06.2026** and written in favor of the Vice-Chancellor, University of Vocational Technology. Alternatively, a receipt issued by the Shroff, University of Vocational Technology, after making a cash payment for the amount specified above, may be submitted in place of the bank-issued bid security.
- Pre-bid meeting will be held on **16.02.2026 at 2.00 p.m.** in the Faculty Board Room at the Faculty Building at the University of Vocational Technology.
- The University will not be responsible for any losses or expenses incurred by the bidders in connection with the preparation and delivery of bids.

Chairman,  
Department Procurement Committee (Major),  
University of Vocational Technology,  
No. 100, Kandawala, Ratmalana.

Tel: 0112 630 733  
Fax: 0112 630 738  
Web: [www.uovt.ac.lk](http://www.uovt.ac.lk)  
03<sup>rd</sup> February 2026