

INVITATION FOR BIDS
MINISTRY OF TOURISM & LANDS
SURVEY DEPARTMENT OF SRI LANKA
PROCUREMENT OF ANNUAL REQUIREMENTS – 2024
BID NUMBER - SD/III/2024

1. The Chairman, Procurement Committee on behalf of the Survey Department invites sealed bids from Manufacturers and Authorized Agents of Manufacturers for procurement of goods and services listed below..

Item	Item	Quantity	Bid Security (Rs.)	Non-refundable bid document fee (Rs.)	Bid Closing	Bid Opening
Office Items (Furniture)						
1	Executive Chair	12	5,000.00	1,000.00	At 09.30 a.m. on 21.05.2024	At 09.35 a.m. on 21.05.2024
2	Computer Chair	79	12,000.00	1,000.00		
3	Chair (For Conference Room)	08	2,500.00	1,000.00		
4	Plastic Chair	250	7,500.00	1,000.00		
5	Clerk Chair (Revolving with Arms)	14	3,500.00	1,000.00		
6	Computer Table	48	12,000.00	1,000.00		
7	Executive Table	03	2,000.00	1,000.00		
8	Table (For Conference Room)	01	1,500.00	1,000.00		
9	Steel Almeria	28	15,500.00	1,000.00		
10	Steel Cupboard (Glass)	22	13,500.00	1,000.00		
11	Office Cupboard	23	12,000.00	1,000.00		
12	Book Rack (File Rack)	09	1,500.00	1,000.00		
Office items						
13	Table Fan	19	2,500.00	1,000.00	At 10.30 a.m. on 21.05.2024	At 10.35 a.m. on 21.05.2024
14	Stand Fan	12	2,500.00	1,000.00		
15	Safe Box	02	4,000.00	1,000.00		
16	Electric Kettle	10	500.00	500.00		
17	Water Filter	04	1,500.00	1,000.00		
18	Vacuum Cleaner	02	1,000.00	1,000.00		
19	Fire Protection Equipment	04	1,500.00	1,000.00		
20	Washing Machine	01	2,000.00	1,000.00		
Air-conditioned items						
21	AC Machine (18000 BTU)	01	8,500.00	1,000.00	At 11.30 a.m. on 21.05.2024	At 11.35 a.m. on 21.05.2024
22	AC Machine (24000 BTU)	02	20,000.00	1,000.00		
Computer equipment and related services						
23	Computer (Desktop) With Key Board + Monitor	01	3,500.00	1,000.00	At 12.30 p.m. on 21.05.2024	At 12.35 p.m. on 21.05.2024
24	High Performance Computer With Monitor 24"	01	8,000.00	1,000.00		
25	Computer Monitor 18.5"	05	2,000.00	1,000.00		
26	Computer Monitor 24"	01	500.00	500.00		
27	UPS	32	6,500.00	1,000.00		
28	6 TB Hard Disk -NASS	02	2,500.00	1,000.00		
29	4 TB Hard Disk -NASS	01	1,000.00	1,000.00		
30	External Hard Disk – 4TB	04	1,500.00	1,000.00		
31	Cheque Printer	04	2,500.00	1,000.00		
32	A0 Scanner	01	10,000.00	1,000.00		
33	A3 Scanner	03	8,500.00	1,000.00		
34	A4 Laser Printer	01	500.00	500.00		
35	A3 Color Printer	18	32,500.00	1,000.00		
36	A3 Printer Dot Matrix X 24 pin	05	9,000.00	1,000.00		
37	Bill Printing Machine	01	500.00	500.00		
38	Fax Machine	02	500.00	500.00		
39	Overhead Projector with Screen	02	5,000.00	1,000.00		
40	Overhead Projector without Screen	03	2,500.00	1,000.00		
41	80D Digital Camera	01	3,500.00	1,000.00		
42	Finger Print Machine	11	2,500.00	1,000.00		

2. Invitation of bids will be conducted through the National Competitive Bidding Procedure.
3. Interested bidders should obtain further information from the Senior Superintendent of Surveys (Procurement & Supplies) of Surveyor General's Office and may inspect the Bidding Documents from 9.00 a.m. to 3.00 p.m. on 20.05.2024 at the address given below.
4. Bidders may purchase a complete set of Bidding Documents during the office hours on submission of application at the address below and upon payment of a non-refundable fee of five hundred rupees (Rs.500.00) or thousand rupees (Rs.1,000.00) for each item number as mentioned in the table above from 9.00 a.m. to 2.00 p.m. on 20.05.2024.
5. A pre-bid meeting is scheduled to be held at the new auditorium of the Surveyor General's office at 9.30 a.m. on 07.05.2024
6. Sealed envelopes containing bids in duplicate, indicating the name of the item on top left hand corner, should be sent to the address below to reach before the specified times for each item on 21.05.2024. Late bids will be rejected. Bids will be opened in the presence of the bidders or their representatives on 21.05.2024 at the address below. All bids should be accompanied by a photocopy of the receipt to the effect that Bid-Security has been paid as mentioned in the above table.
7. Separate bids shall be submitted for each item and bids that do not conform to that requirement will be rejected.
8. Address: Senior Superintendent of Surveys (Procurement & Supplies), Surveyor General's Office, No: 150, Kirula Road, Colombo 05. Tel/Fax: 011-2368106
9. Respective items should be supplied within 1 ½ months (six weeks) from the date of receipt of purchase order.

Surveyor General,
Chairman, Departmental Procurement Committee,
No: 150, Kirula Road, Surveyor General's Office, Colombo 05.

26.04.2024