

INVITATION FOR BIDS (IFB)



MINISTRY OF PLANTATION AND COMMUNITY INFRASTRUCTURE

SRI LANKA TEA BOARD



Procurement of IT Equipment – Branded, Brand New Desktop Computers-51 No's & Laptop Computers-10 No's

Bid No : TB/FIN/PROC/ CAP/ IT/EQU/2026 (Vol I)

The Chairman, Departmental Procurement Committee on behalf of Sri Lanka Tea Board, 574, Galle Road, Colombo 03 will receive sealed bids for the supply, delivery, installation and commissioning of **Desktop Computers- 51 No's & Laptop Computers-10 No's** from reputed suppliers in Sri Lanka up to **2.00 p.m. on 01.09.2026**.

Bidding will be conducted as per the Procurement Guidelines 2024 on National Competitive Bidding Procedure (NCB – Single Stage Single Envelop system).

Bidders could purchase Bid Documents on application made on their official letterhead from Procurement Section, Sri Lanka Tea Board, 574, Galle Rd, Colombo 3 from **17.08.2026** on payment of non-refundable fee of **Rs. 5,000/=** per set of documents. All payments should be made to the **Shroff, Sri Lanka Tea Board, 574, Galle Rd, Colombo 3 and enclosed the original receipt** into the Bidding Documents which has to be purchased from Head Office of Sri Lanka Tea Board at 574, Galle Rd, Colombo 3 between **10:00 a.m. to 3:00 p.m.** on any working day, till **31.08.2026**. Bids should be submitted only on documents purchased from the Sri Lanka Tea Board. Bid Documents can also be examined from the procurement Section of Sri Lanka Tea Board until the due date given above.

Bids should be accompanied with a Bid Security of **Rs. 200,000/=** for desktop Computers and **Rs. 50,000/=** for Laptop Computers valid up to **31.12.2026** obtained from a Commercial Bank registered under Central Bank of Sri Lanka in favour of Sri Lanka Tea Board, 574, Galle Road, Colombo 03 for the provisions of the Procurement of IT Equipment – Desktop Computers & Laptop Computers for Sri Lanka Tea Board as required in the Bid Document

All the bids may be sent under registered post or hand delivered and could be deposited in the Tender Box available at the Procurement Section of the Sri Lanka Tea Board in duplicate marked as **"Bids for IT Equipment (Desktop & Laptop) -2026"** on the top left hand corner of the envelope addressed to Procurement Committee, Sri Lanka Tea Board, 574, Galle Rd, Colombo 3 on or before **2.00 p.m. on 01.09.2026**.

All pages of the Bid Documents shall be initialed by the Bidder and his seal affixed.

Bids will be opened at the Procurement Section, Sri Lanka Tea Board, 574, Galle Road, Colombo 03 immediately after closing time at **2.00 p.m. on 01.09.2026**. Bidders or their Authorized Representatives will be permitted to be present at the time of opening the bids.

The Procurement Committee of Sri Lanka Tea Board reserve itself the right of rejecting any or all bids or cancelling the whole procurement and the right of accepting any portion of a bid without assigning any reasons.

All clarifications shall be sought from the Procurement Section, Sri Lanka Tea Board, 574, Galle Road, Colombo 03 (Tel:011/2587814, Ext:1314).

2026-08-17 Daily New

Chairman

Department Procurement Committee

Sri Lanka Tea Board,

574, Galle Rd,

Colombo 3.

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