

Request for Quotations (RFQ) for Supply of computers and accessories

Good Neighbors Sri Lanka invites sealed quotations under the Two Bid Single Envelope system (technical and financial) from reputable suppliers to provide computers and Accessories to the selected schools in the Puttalam District of Sri Lanka. The interested bidders must have a strong presence in Sri Lanka.

Bidders may obtain a detailed RFQ by visiting our website <https://goodneighborslk.org/procurement-opportunities/>

Bids (technical and financial) may be submitted in one sealed envelope marked “Quotation for Supply of Computers and Accessories to schools in Puttalam District” so as to reach by **1300 hrs on 14th October 2025** to the address below. **All quotations received after the deadline will be rejected.**

Puttalam: Good Neighbors Sri Lanka, 16,1/2 Mile Post, Anuradhapura Road, Aluthgama, Ihalapuliyankulama, Puttalam

Or

Colombo: Good Neighbors Sri Lanka, No. 546/11, 3/1, Third Floor, Kollupitiya Road, Colombo 03

The bid documents may be deposited with the undersigned at the Good Neighbors Sri Lanka. The bid should include all the details and meet the terms and conditions listed in the Terms and Conditions.

The sealed quotations will be opened by the Procurement Committee in the Presence of Observers appointed exclusively for the purpose **at 1000 hrs on 15th October 2025** in the Good Neighbors Sri Lanka, No. 546/11, 3/1, Third Floor, Kollupitiya Road, Colombo 03.

**Procurement Committee
Good Neighbors Sri Lanka,
No. 546/11, 3/1,
Third Floor, Kollupitiya Road,
Colombo 03.**

Terms and Conditions

1. Sealed quotations may be submitted under the Two Bid Single Envelope system (technical and financial) by any legally registered suppliers for Supply of Computers and Accessories to schools in Puttalam District.
2. The Supplier must have a strong presence in terms of sales and service in Sri Lanka and be able to provide after-sales services in the Puttalam District. The supplier must also arrange for the transportation of all the items to the designated points in the Puttalam District of Sri Lanka at their own expense. A list of Schools will be given upon issuance of the Purchase Order.
3. The supplied items must be assembled with original spare parts.
4. Bidders are requested to submit their bid (technical and financial) in a sealed cover marked "Quotation for Supply of Computers and Accessories to schools in Puttalam District" so as to reach latest by 1300 Hrs on 14th October 2025. The technical bid and financial bid should be sealed by the bidder in one envelope duly superscribed.
5. The bid may be submitted in the location mentioned below, and an acknowledgement is to be obtained.

Puttalam: Good Neighbors Sri Lanka, 16,1/2 Mile Post, Anuradhapura Road, Aluthgama, Ihalapuliyankulama, Puttalam

Or

Colombo: Good Neighbors Sri Lanka, No. 546/11, 3/1, Third Floor, Kollupitiya Road, Colombo 03

6. **OPENING OF BIDS:** The sealed quotations will be opened by the Procurement Committee **at 1000 hrs on 15th October 2025** in the Good Neighbors Sri Lanka, No. 546/11, 3/1, Third Floor, Kollupitiya Road, Colombo 03.
7. **MODE OF PAYMENT:** 90% payments will be released only after the items as tendered are handed over/delivered at designated places in perfect condition, to the Good Neighbors Sri Lanka or its authorized representative and the balance 10% will be released upon installation, subject to proper functioning of supplied equipment.
8. **VALIDITY AND CURRENCY OF BIDS:** All bids shall hold good for acceptance for a minimum period of 30 days from the date of closing of RFQ. The price quoted should be in Sri Lanka Rupees and written clearly in ink or typewritten. The total amount of the bid should be given in words as well as in figures.
9. The quoted price as of the point of delivery indicated in Clause 2 of the Terms and Conditions.
10. The bidder may provide the following:

With the Technical Bid:

- (i) Self-attested photocopy of registration of the company/firm/ proprietorship with the concerned Sri Lankan authorities.
- (ii) Details of experience in a similar field in Sri Lanka.
- (iii) Document to support the country of origin declaration.
- (iv) Manufacturer's authorization letter authorizing the bidder to supply the goods.
- (v) Documentary evidence to establish conformity of the goods to the technical specifications in the bidding documents along with the Technical Specification Form.
- (vi) Documents and information as required in the Bidder Information Form (**Annexure C**)

With the Financial Bid:

- (i) Price quotation in the Price Schedule Forms
11. Any alteration or deletion in the bid should be authenticated by the full signature of the bidder.
 12. **WARRANTY:** The item offered should carry a comprehensive warranty as mentioned in the specification. Any deviation in the warranty period should be indicated.
 13. **DELIVERY:** **The successful bidder must complete delivery, as stipulated above, of the item within a period of 15 days from the date of the purchase order.** Payment will be done only after the successful supply of the material at the designated 4 schools in the Karuwelagaswewa Divisional Secretariat area of Puttalam District of Sri Lanka. The exact schools and the quantities to be supplied there will be intimated by the Good Neighbors Sri Lanka later.
 14. **Liquidated Damages:** If the successful bidder fails to hand over within the stipulated period, liquidated damages @ 1% of the bid amount shall be levied for a delay of each calendar week or part thereof, subject to a maximum of 10%.
 15. **ACCEPTANCE OF RFQ:** The Good Neighbors Sri Lanka reserves the right to reject any or all RFQ or accept any RFQ or a part thereof without assigning any reason

Annexure - A
Technical Specifications for Supply of Computers and Accessories

S.No.	Item Description	Quantity	
1.	Desktop Computer Sets	32	
	ThinkCentre Neo 50T GEN 5 -Intel Core i5-14400 or equivalent		Yes <input type="checkbox"/> No <input type="checkbox"/>
	Processor – Intel Core i5-14400 or Equivalent		Yes <input type="checkbox"/> No <input type="checkbox"/>
	Windows 11 OS & MS Office 2024		Yes <input type="checkbox"/> No <input type="checkbox"/>
	Motherboard – Intel B760 or equivalent		Yes <input type="checkbox"/> No <input type="checkbox"/>
	DIMM Memory – 8GB DDR5, up to 64GB DDR5-5600		Yes <input type="checkbox"/> No <input type="checkbox"/>
	Storage – 512GB SSD M.2 2280 PCIe® 4.0×4 NVMe		Yes <input type="checkbox"/> No <input type="checkbox"/>
	Wireless LAN – Intel Dual Band Wireless-AC 3165 (1×1 AC, Bluetooth 4.1)		Yes <input type="checkbox"/> No <input type="checkbox"/>
	Monitor – Lenovo D19-10 (D19185AD0), HDMI or Equivalent		Yes <input type="checkbox"/> No <input type="checkbox"/>
	Optical Drive – Slim DVD Rambo 9.0mm		Yes <input type="checkbox"/> No <input type="checkbox"/>
	Graphics – Integrated Intel UHD Graphics 630 equivalent		Yes <input type="checkbox"/> No <input type="checkbox"/>
	Keyboard – USB Calliope Keyboard, Black, English		Yes <input type="checkbox"/> No <input type="checkbox"/>
	Mouse – USB Calliope Mouse, Black		Yes <input type="checkbox"/> No <input type="checkbox"/>
	Card Reader – 3-in-1 Card Reader		Yes <input type="checkbox"/> No <input type="checkbox"/>
	Power Supply – 180W 85% Energy Star		Yes <input type="checkbox"/> No <input type="checkbox"/>
	Standard Comprehensive manufacturer warranty		Yes <input type="checkbox"/> No <input type="checkbox"/>
	Include the picture of the Computer		Yes <input type="checkbox"/> No <input type="checkbox"/>
2.	UPS	32	
			Yes <input type="checkbox"/> No <input type="checkbox"/>

650VA - Rating 650VA or Equivalent	Yes <input type="checkbox"/> No <input type="checkbox"/>
(W) 390W	
Input Voltage (V) 160+10%	Yes <input type="checkbox"/> No <input type="checkbox"/>
Output Frequency (Hz)- 50Hz+10%	Yes <input type="checkbox"/> No <input type="checkbox"/>
Transfer Time (MS)- <6ms	Yes <input type="checkbox"/> No <input type="checkbox"/>
Voltage AVR Mode- 230V AC Nominal	Yes <input type="checkbox"/> No <input type="checkbox"/>
Output Waveform- Quasi Sine Wave (Battery) Sine Wave (Mains)	Yes <input type="checkbox"/> No <input type="checkbox"/>
Battery Type- Sealed Lead Acid Maintenance Free	Yes <input type="checkbox"/> No <input type="checkbox"/>
Recharge Time- 90% Capacity After 5Hours	Yes <input type="checkbox"/> No <input type="checkbox"/>
Backup- 7-15 min	Yes <input type="checkbox"/> No <input type="checkbox"/>
General Protection- Under Voltage, Over Voltage, Spikes, Surge Su	Yes <input type="checkbox"/> No <input type="checkbox"/>
Energy- 320 Joules Instantaneous Response	Yes <input type="checkbox"/> No <input type="checkbox"/>
Test Standard- IEEE587 Cat A&B	Yes <input type="checkbox"/> No <input type="checkbox"/>
Noise Filtering- EMI/EFI Full time Suppression	Yes <input type="checkbox"/> No <input type="checkbox"/>
Communication Interface- USB	Yes <input type="checkbox"/> No <input type="checkbox"/>
Dimension (L/xWxH)- 287 x 100 x 145	Yes <input type="checkbox"/> No <input type="checkbox"/>
Weight (Kg)- 5	Yes <input type="checkbox"/> No <input type="checkbox"/>
Warranty- Minimum 3 years	Yes <input type="checkbox"/> No <input type="checkbox"/>

Annexure – B
Price Schedule for Supply of Computers and Accessories

S.No.	Item Description	Quantity	Unit Price (including all Taxes and Levies) (in Sri Lankan Rupees)	Total Price (in Sri Lankan Rupees)
1.	Desktop Computers Sets	32		
2.	UPS	32		
Total				

Total amount in words; Sri Lankan Rupees

Signature of the Bidder
 (Common Seal of the Company)

Name & address of the Company -

Telephone Number - E-Mail -

Date// 2025

Annexure C

Bidder Information Form

1. Bidder's Legal Name:
2. Bidder's business registration details: (Attach copy of registration)
3. Bidders year of registration:
4. Bidders legal address:
5. Bidder's Authorized representative information: Name: Address: Telephone: E-Mail Address: