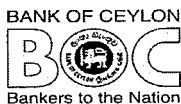


Tele Nos. 2204260, 2204270
Fax No. 2449629



Properties and Procurement Department.
14th Floor, Bank of Ceylon
No. 01, "BOC Square",
Bank of Ceylon Mawatha,
Colombo 01.

INVITATION FOR BIDS

**SUPPLY, DELIVERY, INSTALLATION, COMMISSIONING AND MAINTENANCE OF 138 NOS.
OF LAPTOP COMPUTERS TO BANK OF CEYLON
BID NO. BOC/PROC/P/2026/329**

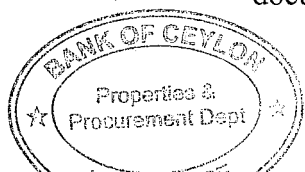
1. The Chief Manager, Properties and procurement invites sealed bids for the above procurement.
2. Bidders shall comply with the following minimum Pre-qualification criteria to be eligible for this bid.

I. Financial Capabilities:

- a) Bidder should have a minimum average annual turnover of LKR 90 million for the last three financial years as per the Audited Financial Statements. (2024/2025, 2023/2024 and 2022/2023 or 2024, 2023, 2022).

II. Performances and Experiences of the Bidder and Proposed Solution:

- a) The bidder shall have proven experience in the supply, installation, commissioning, and maintenance of laptop computers each of the last three (03) years prior to the bid closing date.
 - b) The Manufacturer shall have at least 10 years of experience in manufacturing the offered make.
 - c) 05 years' experience in Supply, Delivery, Installation, Commissioning & Maintenance of laptop computers in offered Brand within Sri Lanka. (from 01.01.2021 up to Bid Closing Date).
 - d) Supplied at least 100 Nos. laptop computers (Brand New) in any brand in commercial establishments in Sri Lanka during last Three years (2025, 2024, 2023).
3. It is mandatory to submit documentary evidence along with the Bid to prove eligibility for the above Bidder's Qualification Criteria by the Bidder. In the event such documentary evidence is not submitted Bid is liable to be rejected.



4. Important Dates:

- i. Last date & time for issuing Bid documents : 15 00 hrs on **30.06.2026**
- ii. Time duration for issue of Bid Documents : From 09 00 hrs to 15 00 hrs
- iii. Closing date & time of Bid : 1000 hrs on **01.07.2026**
- iv. Opening date & time of Bid : Soon after closing of the bid
- v. Bid shall be valid up to 91 days from the date of closing of Bids.

5. A complete set of bidding documents in English language may be purchased by interested bidders on the submission of a written application to the address, The Chief Manager, Properties and Procurement, 14th Floor, Bank of Ceylon, "BOC Square", No.01, Bank of Ceylon Mawatha, Colombo-01 upon payment of a non-refundable fee of LKR 14,000.00 including taxes. Mode of payment is cash. Bidders may make the cash payment at the office of the undersigned.

6. Bidders, must in all respects, observe and conform to the Bidding Data Sheet set out in Section II.

7. The Bid must be registered under the Public Contract Act No 3 of 1987 at registrar of companies' office and submit a PCA3 form accordingly as per the provisions made in the said act.

8. For Clarification of bid purposes only, the Purchaser's address is:

Attention: Chief Manager

Address: Properties and Procurement Department, 14th Floor, Bank of Ceylon, "BOC Square", No: 01, Bank of Ceylon Mawatha, Colombo 01

Telephone: +94 011 220 42 60 / 70

Facsimile number: +94 011 244 96 29

Electronic mail address: procurement@boc.lk

9. The Bank of Ceylon reserves the right of rejecting any or all Bids and the right of accepting any portion of the Bid without adducing any reason.

10. Evidence for authorization to sign/commit the bidder should be submitted (Power of Attorney / Certified copy of extract of Board Resolution as appropriate. Sole proprietors are exempted from this requirement. If it is a Partnership, all partners should appoint the attorney or all partners should sign the bid or as per the registered partnership agreement.

Chief Manager

Properties and Procurement Department, 14th
Floor, Bank of Ceylon, "BOC Square", No: 01,
Bank of Ceylon Mawatha, Colombo 01

