



**Institute of Technology, University of Moratuwa,
Diyagama, Homagama**

Procurement Notice

INVITATION FOR BIDS FOR SUPPLY & DELIVERY OF DESKTOP COMPUTERS

ITUM/3/4/2 Desktop Computer – 2025/92

1. The Chairman, Department Procurement Committee (Major), Institute of Technology University of Moratuwa, (ITUM) Diyagama, Homagama, invites sealed bids from eligible and qualified bidders for supply & delivery of Desktop Computers.
2. Bidding will be conducted through the National Competitive Bidding Procedure.
3. Alternative Bids shall not be accepted.
4. To be eligible for contract award, the successful bidder shall not have been blacklisted and shall be a registered company in Sri Lanka under the Business registration regulation.
5. Interested bidders may obtain further information from Assistant Bursar/Supplies Division. Contact number is 0113089296.
6. A complete set of bidding document in English language may be purchased by interested bidders on the submission of a written application on a business Letter Head to the Assistant Bursar/Supplies Division (ITUM) between 09:00hrs to 15:00hrs on normal working days from **10th November 2025 to 01st December 2025** upon payment of a nonrefundable tender fee of Rs. 12,500/=, should be deposited in to the ITUM's Account No. 308280 at the Bank of Ceylon, Homagama. A proof of payment must be forwarded along with the application.
7. Bid documents marked "**Invitation for Bids for Supply & Delivery of Desktop Computers**" on the top left hand corner of each tender envelope, with the Duplicate by registered post to the address given below or deposited, in the tender box kept in the Supplies Division/ITUM Diyagama, Homagama (5thFloor) on or before **2.00pm on 02nd December 2025**. Bids will be opened at **2.15pm on 02nd December 2025** at ITUM in the presence of the bidders authorized representatives who choose to attend. Late Bids will be rejected.
8. All Bids shall be accompanied by a bid security mentioned in the bidding data in the form given in the bidding document. Bid security shall be obtained from a licensed commercial bank registered with the Central Bank of Sri Lanka valid up to **30th March 2026** or a refundable cash deposit made to the Shroff/ITUM.
9. Bids shall be valid up to **02nd March 2026**
10. A Pre Bid meeting will be held on 20th November 2025 at 10.00 am at Board Room of the Finance Division (5thFloor)
11. The Principles and procedures set out in the Procurement Guideline – 2024 and Procurement Manual – 2024 on Goods, Works and Non consulting services published by the National Procurement Commission of Sri Lanka shall be applicable in all provisions, requirements and procedure-s included in this bidding document.

The Chairman
Department Procurement Committee (Major)
Institute of Technology, University of Moratuwa, Diyagama, Homagama
09.11.2025