



National Library and Documentation Services Board

Invitation for Bids (IFB)

Procurement of Supply, Delivery and Installation of Computer Hardware & Accessories for automating 18 Public Libraries

(NLDSB/2022/UNDP(EU)/NCB/GOODS/001)

1. National Library and Documentation Services Board (NLDSB) in collaboration with the Capacity Development of Local Governments (CDLG) project of the United Nations Development Programme (UNDP), funded by the European Union is implementing Public Libraries automation initiative to automate 18 Public Libraries in the provinces of Northern, North Central, Eastern and Uva covering 11 districts in Sri Lanka.
2. Chairman, National Library and Documentation Services Board of Sri Lanka invites sealed Bids from eligible and qualified Bidders for the Procurement of Supply, Delivery and Installation of Computer Hardware & Accessories for automating 18 Public Libraries.

A brief summary of the requirement is given in Table below:

Lot No	Item No	Description of Goods	Total Quantity / Units
Lot 01	1.1	Laptop	54
	1.2	Stereo Headset for Laptop	18
	1.3	Speakers for Laptop (Subwoofer with 2 Satellites)	18
Lot 02	2.1	Sticker Printers	18
	2.2	Ribbon Roll	36
	2.3	Sticker Roll	72
	3	Barcode Readers	36

3. Bidders at their option are allowed to bid for any single lot or any combination of Lots or for all Lots. Each Lot shall be evaluated separately. Bidders are required to quote for all the items in a lot and the total quantity of each item. **Partial bids** shall be treated as **non-responsive and rejected**. A detailed description of the Requirements and Specifications is given in the bidding document.

4. Bidding will be conducted using the **National Competitive Bidding (NCB) procedure that shall be governed by the procurement guidelines of the Government of Sri Lanka** and is open to all eligible bidders that meet the eligibility and qualification requirements given in the bidding documents.
5. Interested bidders may **inspect the bidding documents** free of charge during office hours on working days commencing from **13th November 2022** at the Finance Division of the NLDSB, No. 14, Independence Avenue, Colombo 07. Bidding documents are also available on NLDSB Website (<http://www.natlib.lk/home/procurement.php>) only for inspection purposes.
6. A complete set of Bidding Documents in the English Language may be purchased by interested upon payment of a non-refundable fee of Sri Lankan Rupees Two Thousand Five Hundred **(LKR. 2,500.00)** effective from the **13th November 2022** during office hours on working days from the office of the NLDSB at No. 14, Independence Avenue, Colombo 07. The method of payment will be cash.
7. Bids must be delivered to National Library and Documentation Services Board, No. 14, Independence Avenue, Colombo 07 at or before **3.00 p.m. on 2nd December 2022**. Bids will be opened immediately after the deadline for bid submission in the presence of the bidders' representatives, who choose to attend. Late Bids and Bids sent electronically will not be accepted and will be rejected.
8. An Online **pre-Bid meeting will be held on 21st November 2022 at 2.00 PM** (Zoom Meeting ID: 813 4371 6600 / Passcode: 841288)
9. All Bids must be accompanied by Bid Securities in the form of a Bank Guarantee in the following amounts in Sri Lankan Rupee using the format given with the bidding documents. Bidders shall submit separate Bid Guarantees for each Lot.

Lot No.	Amount of Bid Guarantee (LKR)
1	166,500.00
2	37,080.00

10. Bids shall be valid for a period of 90 days from the date of the deadline for submission of the bids.
11. NLDSB will not be responsible for any costs or any expenses incurred by the Bidders in connection with the preparation or delivery of Bids.

Chairman
National Library and Documentation Services Board
No. 14, Independence Avenue, Colombo 07
13th November 2022