මගේ අංකය
எனது இல   DSD/HO/ 18/PRO/06/07/2025
My No

ඔබේ අංකය
உமது இல
Your No

දිනය
திகதி   2025.10. 2 9
Date

The Manager,

Ewis Peripherals (Pvt) Ltd .

....

....

RECEIVED 03 NOV 2025
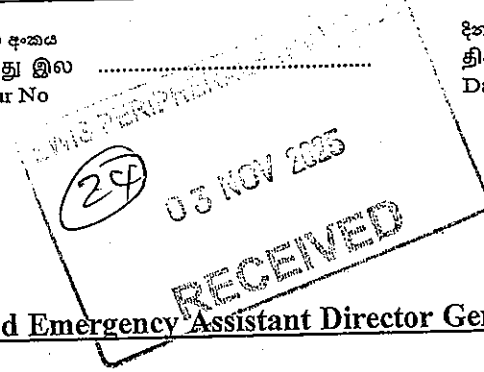
Bid Invitation for Food Security & Livelihood Emergency Assistant Director General Project – Procurement of Digital Photocopier.

The Director General of the Department of Samurdhi Development now invites sealed bid for the above procurement.

02. Bids will be close at 2.30 pm on 06th of November 2025 will be open just after closed on same day. The envelope with contain the bidding documents should be marked as "**ADB Project – Procurement of Digital Photocopier** " on the top of left hand corner of the envelop. Bids must be delivered to the address given below at or before 2.30 pm on 06th of November 2025. Late bids will be rejected. Bids will be open in the presence of the bidder's representatives who choose to attend in person at the address given below.

03. Address: - Director General, Department of Samurdhi Development, 4th Floor, Sethsiripaya step I, Battaramulla.

04. Any clarification required please contact procurement Subject – Tel. 011 2887280

05. Documents attached Index and pages numbers as follow.

- Instructions to Bidders (ITB) 1 – 5
- Form of Quotation 6
- Acceptance – 7
- Contract – 8
- Contract Terms & Condition – 9-11
- Supply & Delivery Schedule – 12
- Price Schedule - 13
- Technical Specifications & Compliance Requirements - 14-16
- Company Profile -17
- BID Security Declaration - 18
- Non-Collusion Affidavit (Template) - 19

H.G.C.Sudarshani

Director (Procurement)

For Director General

1වන අදියර,4 වන මහල , සෙත්සිරිපාය , බත්තරමුල්ල. / 1ம் கட்டம், 4 வது மாடி,செத்சிறிபாய பத்தரமுல்ல / 1st Step, 4 th floor, Sethsiripaya Battara

අධ්‍යක්ෂ ජනරාල්	අතිරේක අධ්‍යක්ෂ ජනරාල් (පාලන හා ආයතන)	ප්‍රධාන ගණකාධිකාරී	අධ්‍යක්ෂ (කුඩු මූල්‍ය) කාර්යාලය
පණිප්පாளர் தலைமையதிபதிமலிக பணிப்பாளர் தலைமையதிபதி (நிர்வாகம்/தாபனம்)	Additional Director General (Admin & Establishment)	பிரதான கணக்காளர்பணிப்பாளர் (குறு நிதி)அலுவலகம்	Director (Micro Finance) Office
Director General	011-2873799	Chief Accountant	011-2889003 0112872202
Tel- 011-2869824	011-2873996	011-2869742	011-2887469
Fax - 011-2889002	adsamurdhi2014@gmail.com	011-2869742 finance@samurdhi.gov.lk	Hot Line:0112-885582 Hot Line: 011- 288

REQUEST FOR QUOTATION– GOODS (RFQG)

Project Title : The Food Security and Livelihood Recovery Emergency Assistance Project

Source of Funding : Asian Development Bank

Contract Ref : DSD/HO/ 18/PRO/06/07/2025

Date of Issue of Request: 27 October 2025

To : _____

Sir/Madam:

1. The <u>Department of Samurdhi Development</u> (Purchaser) hereby requests you to submit price quotation for the supply of the following items:

Item No.	Item	Quantity
1	Digital Photocopier	01

To assist you in the preparation of your price quotation we enclose the necessary **Supply and Delivery Schedule, Technical Specifications, Form of Quotation** and draft **Contract**.

2. If you/your firm, however, falls under any of the following conditions, your proposal shall not be considered:

   (a) you/your firm are/is not a citizen/national of an ADB member country, or

   (b) you/your firm have/has been associated with the firm that prepared the design and specifications, or engaged in the preparation of the Project for which the contract that is subject of this request for quotations was identified, or

   (c) you/your firm are/is owned by the Purchaser, or

   (d) you/your firm are/is currently sanctioned or temporarily suspended by the Asian Development Bank for a violation of its <u>Anticorruption Policy</u> (1998, as amended to date), or

   (e) the importation of goods or services from your country or any payment to persons or entities in your country is prohibited in compliance with a decision of the United Nations Security Council under Chapter VII of the Charter of the United Nations.

3. To be qualified, you must have experience as a manufacturer or authorized supplier of the items covered by this **Request for Quotation** and, as evidence, you must also attach a document of your experience as supplier in at least one contract in the last 3 years of a size and nature similar to the items in the supply schedule of this contract.

4. Your quotation should be submitted in accordance with the following instructions, procedures, and the terms and conditions of the **Contract**.

<u>Preparation of Quotations</u>