



# ජාතික විගණන කාර්යාලය

## தேசிய கணக்காய்வு அலுவலகம்

### NATIONAL AUDIT OFFICE



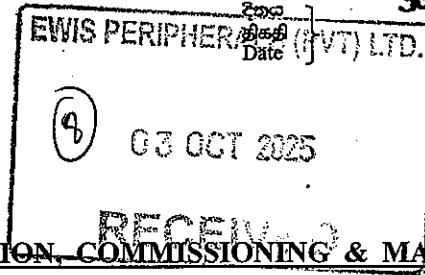
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எனது இல.  
My No.

PMD/03/2025/08

ඔබේ අංකය  
உமது இல.  
Your No.

30 September 2025

The Manager,  
Ewis Peripherals (Pvt) Ltd  
No. 142, Galle Road,  
Colombo 03.



#### PROCUREMENT OF SUPPLY, INSTALLATION, COMMISSIONING & MAINTENANCE OF PHOTOCOPY MACHINES - 25 NOS. FOR THE NATIONAL AUDIT OFFICE

**IFB No: PMD/03/2025/08-IV**

National Audit Office, intends to Procure the Supply, Installation, Commissioning & Maintenance of Photocopy Machines - 25 Nos. for the National Audit Office (**IFB No: PMD/03/2025/08-IV**).

- The Auditor General now invites sealed bids from eligible and qualified bidders for the Procurement of Supply, Installation, Commissioning & Maintenance of Photocopy Machines - 25 Nos. for the National Audit Office in Battaramulla.
  - The delivery period is 14 days from the date of awarding. Bidders should meet the following minimum qualification criteria:
  - The bidder should have manufactured/supplied similar type of items as specified in the schedule of requirements for at least 5 years prior to the date of the bid opening.
  - If the bidder is not the manufacturer but is an Accredited Agent or Authorized representative of the manufacturer may submit bids on behalf of the manufacturer and he should have experience in selling similar type of items as specified in the schedule of requirement for at least 3 years prior to the date of the bid opening.
- Bidding will be conducted through the National Shopping Procedures specified in the National Procurement Guidelines and are open to all eligible bidders as defined in the Guidelines.
- Interested eligible bidders may obtain further information from **Procurement Management Division, National Audit Office.**
- The sealed bids may also be deposited by the bidder or by an agent of the bidder in the **Tender Box** kept in the office (**2<sup>nd</sup> floor, Room No. 208**) or delivered to the address below **on or before at 14.30hrs, 13<sup>th</sup> October 2025** Late bids will be rejected. Bids will be opened immediately after the deadline of bid submission in the presence of the bidders' representatives, who choose to attend at the address below at 14.30hrs, 13<sup>th</sup> October 2025.
- On the top of left-hand side of envelop please state the words **"IFB No: PMD/03/2025/08-IV"**
- The address referred to above is: **Chairman, Procurement Committee, National Audit Office, No. 306/72, Polduwa Road, Battaramulla. Tele: 0112 878 578 Fax: 0112 887 015**
- A pre-bid meeting, will be held on **07<sup>th</sup> October 2025 at 10.30 a.m.** at the Conference Room (No.410) of the National Audit Office

M.C.Weliviti goda  
Assistant Director (Administration)  
For Auditor General.