CPD 15 / MAINTENANCE/ 2021

COLOMBO MUNICIPAL COUNCIL
CENTRAL PROCUREMENT DEPARTMENT
Tel.: 2686369 Fax: 2662329

MAINTENANCE OF DESKTOP COMPUTERS, PRINTERS, UPS, FAX MACHINES

Tender / Bid Closing and Opening Date and Time: **15.02.2022 @ 10.00 am**

PART I

(For office use only)

Name of the Firm: -

……..……

……..……

……

Receipt No.: -

……..……

……..……

Issuing Officer

Date: -……..……

PART II

(To be filled by the Tenderer)

1. Name of the Tenderer / Bidder :

……..

…….....

2. Business Address

:……..

……..

…….....

3. Telephone Numbers :

9 Email Number :

4. Fax Numbers :

5. Business/ Company

Registration No :

……

6. VAT Registration No :

……

7. Tender / Bid Security (Bond No) :

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8. Bank :

……

9. Tender / Bid Security (Bond No) Amount :

……

PART III

Price Schedule

1. Public Health Department - Desktop Computer

No	Description Brand/Make/Model	QTY	Location	Unit Price (Without Tax)	Vat 8%	Unit Price (With Tax)	Total Price for 03 Years (With Tax)
01	DELL-OptiPlex 3020	01	Account Division				
02	HP-Pro 3330 M.T	01	Account Division				
03	HP-Pro 3330 M.T	01	Account Division				
04	HP-Pro 3130 M.T	01	Account Division				
05	GIGABYE-Assemble	01	Account Division				
06	HP-Pro 400	01	Account Division				
07	HP-Pro 400	01	Account Division				
08	HP-Pro 400	01	Account Division				
09	DELL-OptiPlex 3020	01	Accountant Room				
10	DELL-OptiPlex 3020	01	Accountant Room				
11	PC GLOBLE-Assemble	01	Salary Room				
12	GIGABYE-Assemble	01	Sickness Scheme				
13	HP-Pro 3330 M.T	01	MA / CC Room				
14	HP-Pro 400	01	Inventory Division				

15	ASUS-Assemble	01	Inventory Division				
16	HP-Pro 3330 M.T	01	Leave Division				
17	HP-Pro 400	01	Leave Division				
18	HP-Pro 400	01	Leave Division				
19	SYMBOL -Assemble	01	Leave Division				
20	HP-Pro 400	01	A/O Room				
21	HP-Pro 3330 M.T	01	Admin Division				
22	DELL-Optiplex 3020	01	Admin Division				
23	DELL-Optiplex 3020	01	Admin Division				
24	DELL-Optiplex 3020	01	Admin Division				
25	HP-Pro 3330 M.T	01	Admin Division				
26	HP-Pro 3330 M.T	01	Admin Division				
27	HP-Pro 400	01	Admin Division				
28	HP-Pro 400	01	Admin Division				
29	HP-Pro 400	01	A/S Room				
30	HP Compaq-pro 6300	01	DCMOH Room				
31	HP-Pro 3330 M.T	01	CMOH Secretary				
32	HP-Pro 3330 M.T	01	CMOH Room				

34	HP-Pro Desk 600	01	Project Division				
35	DELL-Optiplex 380	01	Project Division				
36	HP-Pro Desk 600	01	Project Division				
37	HP-Pro 400	01	Project Division				
38	DELL-T5600	01	Project Division				
39	DELL-Optiplex 3020	01	Record Room				
40	DELL (Lap)-Vostro 1520	01	MCH (Maradana)				
41	HP-Pro 3330 M.T	01	MCH (Maradana)				
42	SYMBOL -Assemble	01	MCH (Maradana)				
43	HP-Pro 400	01	MCH (Maradana)				
44	HP-Pro 400	01	MCH (Maradana)				
45	HP(Lap)-Pavilion	01	MCH (Maradana)				
46	HP-Pro 400	01	MCH (Maradana)				
47	HP-Pro 400	01	MCH (Wellawaththa)				
48	HP-Pro 400	01	MCH (Kirula)				
49	HP-Pro 400	01	MCH (New Bazar)				
50	HP-Pro 400	01	MCH (Jinthupitiya)				
51	HP-Pro 400	01	MCH (Bandaranayaka Mw.)				

52	HP-Pro 400	01	MCH (Forbes Rd.)				
53	HP-Pro	01	MCH (Slave Island)				
54	HP-Pro 400	01	MCH (Mohideen Masjid Mw.)				
55	HP-Pro 400	01	MCH (Maligawatta Place.)				
56	HP-Pro 400	01	MCH (Kuppiyawatta)				
57	HP-Pro 400	01	MCH (Borella)				
58	HP-Pro 400	01	MCH (Wasala Rd.)				
59	HP-Pro 400	01	MCH (Modara)				
60	HP-Pro 3330 M.T	01	MCH (Kirulapana)				
61	HP-Pro 3330 M.T	01	Child Resource Center (Nagaswatta)				
62	HP-Pro 3330 M.T	01	C R C (Nagaswatta)				
63	HP-Pro 3330 M.T	01	C R C (Nagaswatta)				
64	HP-Pro 3330 M.T	01	C R C (Nagaswatta)				
65	Toshiba-Satellite L736	01	C R C (Nagaswatta)				
66	Toshiba-Satellite L736	01	C R C (Nagaswatta)				
67	HP-Pro 3330 M.T	01	C R C (Nagaswatta)				
68	HP-Pro 3330 M.T	01	C R C (Nagaswatta)				
69	HP-Pro 3300 M.T	01	C R C (Nagaswatta)				

70	HP-Pro 3330 M.T	01	C R C (Nagaswatta)				
71	HP-Pro 3330 M.T	01	C R C (Nagaswatta)				
72	HP-Pro 3330 M.T	01	C R C (Nagaswatta)				
73	HP-Pro 600 GT	01	MOH - D2B (Maradana)				
74	NEC-J ML - H	01	MOH - D2B (Maradana)				
75	HP-Pro 3330 MT	01	MOH - D2B (Maradana)				
76	HP-Pro 400	01	MOH - D2B (Maradana)				
77	Delux-Assemble	01	MOH - D5 (Wellawatta)				
78	HP-Pro 400	01	MOH - D5 (Wellawatta)				
79	HP-Pro 400	01	MOH - D5 (Wellawatta)				
80	DELL-Optiplex 3020	01	MOH-D4 (Chiththra Lane .)				
81	Tech Pro-Assemble	01	MOH-D4 (Chiththra Lane .)				
82	ACER-Lap Aspire E15	01	MOH-D4 (Chiththra Lane .)				
83	Digital-Assemble	01	MOH - D1 (New Bazar)				
84	HP-Pro 400	01	MOH-D1(New Bazar)				
85	NEC-Mete	01	MOH-D1(New Bazar)				
86	GIGABYE-Assemble	01	MOH-D3 (Camble)				
87	HP-Pro 3330	01	MOH-D3 (Camble)				

88	HP-Pro 400	01	MOH-D3 (Camble)				
89	HP-Pro 6300	01	MOH-D2 A (Jinthupiti)				
90	NEC-Mete	01	Pest Control (Maligak)				
91	HP-Pro 400	01	Pest Control (Maligak)				
92	Acer-Veriton	01	CA LAB (Maradana)				
93	Acer-Veriton	01	CA LAB (Maradana)				
94	DELL-Optiplex 380	01	CA LAB (Maradana				
95	Acer-Veriton	01	CA LAB (Maradana				
96	GIGSBYE-Assemble	01	CA LAB (Maradana				
97	Ccivo-Assemble	01	Health Education				
98	Symbol-Assemble	01	Health Education				
99	DELL-Vostro	01	CM Lab (Maradana)				
100	DELL-Optiplex 380	01	CM Lab (Maradana)				
101	Asus-Assemble	01	CM Lab (Maradana)				
102	DELL-Vostro	01	CM Lab (Maradana)				
103	DELL-Optiplex 380	01	CM Lab (Maradana)				
104	HP-Pro 3330	01	CM Lab (Maradana)				
105	DELL-Optiplex 7010	01	CM Lab (Maradana)				

106	HP-Compaq Dx2700	01	CM Lab (Maradana)				
107	Symbol-Assemble	01	CM Lab (Kirula)				
108	HP-Assemble	01	CM Lab (Kirula)				
109	DELL-Optiplex 380	01	CM Lab (New Bazar)				
110	-Assemble	01	CM Lab ((Jinthupitiy)				
111	DELL-Optiplex 7010	01	CM Lab (Maradana)				
112	DELL-Optiplex 2101	01	CM Lab (Slave Island)				
113	Lenovo-Think Center	01	CM Lab (Slave Island)				
114	Ewis -Pro 7800	01	Project Division				
115	Ewis -Pro 7800	01	Borella Cemetry				
116	Ewis -Pro 7800	01	Account Division				
117	Ewis -Pro 7800	01	Account Division				
118	Ewis -Pro 7800	01	C.M.O.H. Secretary				
119	Lenovo-Think Station	01	C.M.O.H.				
120	Ewis -Pro 7800	01	C.P.H.I. Office				
121	Ewis -Pro 7800	01	Administration				
122	Ewis -Pro 7800	01	Administration				
123	Ewis -Pro 7800	01	Administration				
124	HP-Pro 400	01	Inventory Division				

125	Ewis -Pro 7800	01	Inventory Division				
126	HP-Pro 400	01	Project Division				
127	Lenovo-Think Station	01	Project Division				
128	Lenovo-Think Station	01	Project Division				
129	Ewis -Pro 7800	01	Project Division				
130	Ewis Pro 7800	01	Project Division				
131	Ewis -Pro 7800	01	Project Division				
132	Lenovo-Think Station	01	Project Division				
133	Ewis -Pro 7800	01	Account Division				
134	Ewis -Pro 7800	01	Account Division				
135	Ewis -Pro 7800	01	CC Room				
136	Ewis -Pro 7800	01	MOH D-1 (New Bazar)				
137	HP-Pro 400	01	MOH D-3 (camble)				
138	Ewis -Pro 7800	01	MCH (maradana)				
139	HP-Pro 400	01	MOH D-2 (maradana)				
140	Ewis -Pro 7800	01	CA Lab (maradana)				
141	Dell-Optiplax 7010	01	CM Lab (maradana)				
142	Ewis -Pro 7800	01	MOH D-5 (Chithra Lane)				

143	Lenovo-Think Station	01	MOH D-2A (wellawatta)				
144	HP-Pro 3330	01	MOH D-2A (Jinthupitiya)				
145	Ewis -Pro 7800	01	P.C.O. (maligakanda)				

2. Public Health Department - Printers

No	Description Brand/Make/Model	QTY	Location	Unit Price (Without Tax)	Vat 8%	Unit Price (With Tax)	Total Price for 03 Years (With Tax)
1.	HP- L .J. Pro 400	01	Account Division				
2.	Samsung Pro.M3320ND	01	Account Division				
3.	Samsung - Pro.M3320ND	01	Account Division				
4.	LEXMARK - E 250dn	01	Account Division				
5.	HP - L .J. P 1102	01	Account Division				
6.	Canon - L B P 253X	01	Account Division				
7.	Canon - L B P 253X	01	Account Division				
8.	Brother - Fax 2840	01	Accountant Room				

9.	Epson - LQ 2090	01	Salary Room				
10.	LEXMARK - E 260dn	01	Account Division				
11.	Epson - LQ 2090	01	Leave Division				
12.	OKI - Microline-5791	01	Salary Room				
13.	HP - L. J. 1300	01	Sickness Scheme				
14.	Lexmark - E 260dn	01	Salary Room				
15.	Samsung - ML 2851 ND	01	Record Room				
16.	Lexmark - E 260dn	01	Inventory Division				
17.	Canon - L B P 253X	01	Inventory Division				
18.	Samsung - ML 2851 ND	01	Leave Division				
19.	Canon - L B P 253X	01	Leave Division				
20.	Samsung - Pro..M3320ND	01	Leave Division				
21.	LEXMARK - MS312dn	01	A/O				
22.	LEXMARK - MS312dn	01	Admin Division				
23.	Canon - L B P 253X	01	Admin Division				
24.	Lexmark - E 260dn	01	Admin Division				
25.	Samsung - Proxpress M 3320 ND	01	Admin Division				
26.	Samsung- Pro xpress M 3320 ND	01	Admin Division				

27.	Samsung - SF- 651P	01	A/S Room				
28.	Lexmark - E 260dn	01	CMOH Secretary				
29.	Lexmark - E 260dn	01	CMOH Room				
30.	Brother - FAX-2840	01	CMOH Room				
31.	OKI - C332	01	CMOH Room				
32.	Lexmark - MS 312 DN	01	CMOH Room				
33.	Lexmark - E 260dn	01	DCMOH Room				
34.	HP - Color L.J 1600	01	DCMOH Room				
35.	Brother - FAX-2840	01	C P H I				
36.	Lexmark - E 260dn	01	Project Division				
37.	Lexmark - E 260dn	01	Project Division				
38.	Lexmark - E 260dn	01	Project Division				
39.	HP - Color L.J 1600	01	EPID				
40.	Lexmark - MS 312 DN	01	Project Division				
41.	Lexmark - MS 312 DN	01	Project Division				
42.	Canon - L B P 253X	01	Project Division				
43.	CANON - LBP 1210	01	MCH (Maradana)				
44.	CANON - LBP 6680 X	01	MCH (Maradana)				

45.	CANON - LBP 6680 X	01	MCH (Maradana)				
46.	Brother - HL 3150 DN	01	MCH (Maradana)				
47.	HP - P 1102	01	MCH (Maradana)				
48.	Brother - HL 5450 DN	01	MCH (Wellawaththa)				
49.	Brother - HL 5450 DN	01	MCH (Kirula)				
50.	Brother - HL 5450 DN	01	MCH (Jinthupitiya)				
51.	Brother - HL 5450 DN	01	MCH (Bandaranayaka Mw.)				
52.	Brother - HL 5450 DN	01	MCH (Forbes Rd.)				
53.	Brother - HL 5450 DN	01	MCH (Mohideen Masjid Mw.)				
54.	Brother - HL 5450 DN	01	MCH (Maligawatta Place.)				
55.	Brother - HL 5450 DN	01	MCH (Kuppiyawatta)				
56.	Brother - HL 5450 DN	01	MCH (Borella.)				
57.	Brother - HL 5450 DN	01	MCH (Wasala Rd.)				
58.	Brother - HL 5450 DN	01	MCH (Modara.)				
59.	Brother - HL 5450 DN	01	MCH (Kirulapana)				
60.	Brother - HL 5450 DN	01	MCH ((Slave Island)				
61.	Brother - HL 5450 DN	01	MCH (New Bazaar)				
62.	Canon - LBP 253X	01	MOH-2B (Maradana)				
63.	Canon - L B P 253X	01	MOH-D1 (New Bazaar)				

64.	HP - L .J. Pro 400	01	MOH-D5 (Wellawatta)				
65.	Canon - L B P 253X	01	MOH-D5 (Wellawatta)				
66.	Samsung - SF 651P	01	MOH-D5 (Wellawatta)				
67.	Canon - L B P 253X	01	MOH-D5 (Wellawatta)				
68.	Samsung - X.M 2826ND	01	MOH-D4 (Chiththra Lane .)				
69.	Samsung - CIP 680 ND	01	MOH-D3 (Camble.)				
70.	Samsung -M3320 ND	01	MOH- D3 (Camble)				
71.	HP - P 2015	01	MOH-D2 A (Jinthupiti)				
72.	Samsung - M3320 ND	01	Pest Control (Maligak)				
73.	Lexmark - MS 312 DN	01	Pest Control (Maligak)				
74.	HP - L .J. P 1102	01	Pest Control (Maligak)				
75.	HP - L .J. Pro 400	01	CA LAB (Maradana)				
76.	EPSON - LQ 2090	01	CA LAB (Maradana)				
77.	EPSON - LQ 2070	01	CA LAB (Maradana)				
78.	OKI - MICROLINE-5791	01	CA LAB (Maradana)				
79.	Canon - LBP 253X	01	CA LAB (Maradana)				
80.	HP - P 1102	01	CA LAB (Maradana)				
81.	Lexmark - MS 312 DN	01	CA LAB (Maradana)				

82.	HP - L.J P1102	01	Health Education				
83.	HP - L.J 1200	01	Health Education				
84.	HP - L.J P 1102	01	CM Lab (Maradana)				
85.	HP - L.J P 1102	01	CM Lab (Maradana)				
86.	HP - L.J P 1102	01	CM Lab (Maradana)				
87.	HP - L.J P 1102	01	CM Lab (Maradana)				
88.	HP - L.J 1300	01	CM Lab (Maradana)				
89.	EPSON - LQ- 300 + II	01	CM Lab (Maradana)				
90.	EPSON - LQ- 300 + II	01	CM Lab (Maradana)				
91.	EPSON - FX 2175	01	CM Lab (Maradana)				
92.	EPSON - LQ- 310	01	CM Lab (New Bazaar)				
93.	EPSON - LQ- 310	01	CM Lab (New Bazaar)				
94.	EPSON - LQ- 310	01	CM Lab (New Bazaar)				
95.	EPSON - LQ- 300 + II	01	CM Lab (New Bazaar)				
96.	EPSON - LQ- 300 + II	01	CM Lab (Kirula)				
97.	HP- P 1102	01	CM Lab (Kirula)				
98.	EPSON - LQ- 300 + II	01	CM Lab ((Jinthupitiy)				
99.	EPSON - LQ- 300 + II	01	CM Lab ((Jinthupitiy)				
100.	EPSON - LQ- 300 + II	01	CM Lab ((Jinthupitiy)				

101.	HP - L.J P1102	01	CM Lab ((Jinthupitiy)				
102.	EPSON - LQ- 300 + II	01	CM Lab (Slave Island)				
103.	EPSON - LQ- 300 + II	01	CM Lab (Slave Island)				
104.	EPSON - LQ- 300 + II	01	CM Lab (Slave Island)				
105.	Lexmark - MS 312dn	01	Account Division				
106.	Lexmark - MS 312dn	01	MOH D-2A Jinthupitiya				
107.	HP - Color Laser Pro M254nw	01	DCMOH Room				
108.	Lexmark- MS312dn	01	Administration				
109.	Lexmark - B2236dw	01	Administration				
110.	Lexmark - MS312dn	01	Inventory Division				
111.	Canon - LBP 253x	01	Project Division				
112.	HP - Pro m254nw	01	Project Division				
113.	Lexmark -MS312dn	01	Account Division				
114.	Lexmark - MS312dn	01	Account Division				
115.	Lexmark - MS312dn	01	CC Room				
116.	Canon – LBP 214dw	01	MCH (maradana)				
117.	HP - P 1102	01	CA Lab (maradana)				
118.	Canon - MF515x	01	MOH D-2 (maradana)				
119.	HP - LJP 1102	01	CM Lab (maradana)				

120.	Epson - LQ 300+11	01	CM Lab (kirula)				
121.	Canon - G2010	01	MOH D2A (Jinthupitiya)				

3. Public Health Department – UPS

No	Description Brand/Make/Model	QTY	Location	Unit Price (Without Tax)	Vat 8%	Unit Price (With Tax)	Total Price for 03 Years (With Tax)
1.	Kstar-650KV	01	Account Division				
2.	Kstar-650KV	01	Account Division				
3.	Pro link-650KV	01	Account Division				
4.	DCP-650KV	01	Account Division				
5.	DCP-650KV	01	Account Division				
6.	DCP-650KV	01	Account Division				
7.	Kstar-650KV	01	Account Division				
8.	DCP-650KV	01	Account Division				
9.	DIP-650KV	01	Salary Room				
10.	Pro link-650KV	01	Sickness Scheme				
11.	DCP-650KV	01	MA / CC Room				

12.	Power Tree-650KV	01	Inventory Division				
13.	DCP-650KV	01	Inventory Division				
14.	DCP-650KV	01	Leave Division				
15.	DCP-650KV	01	Leave Division				
16.	Toyostar-1.2KV	01	Leave Division				
17.	DIP-650KV	01	A/O				
18.	DCP-650KV	01	Admin Division				
19.	Kstar-650KV	01	A/S Room				
20.	Kstar-650KV	01	CMOH Room				
21.	Kstar-650KV	01	DCMOH Room				
22.	Kstar-650KV	01	Project Division				
23.	DIP-650KV	01	Project Division				
24.	DIP-650KV	01	Project Division				
25.	Kstar-650KV	01	Project Division				
26.	DCP-650KV	01	Project Division				
27.	Kstar-650KV	01	Record Room				
28.	Sunshine-650KV	01	MCH (Maradana)				
29.	DIP-1.2KV	01	MCH (Maradana)				

30.	Tech Fine-1.2KV	01	MCH (Maradana)				
31.	Tech Fine-1.2KV	01	MCH (Maradana)				
32.	Tech Fine-1.2KV	01	MCH (Maradana)				
33.	Tech Fine-1.2KV	01	MCH (Wellawaththa)				
34.	Tech Fine-1.2KV	01	MCH (Kirula)				
35.	Tech Fine-1.2KV	01	MCH (Jinthupitiya)				
36.	Tech Fine-1.2KV	01	MCH (Bandaranayaka Mw.)				
37.	Tech Fine-1.2KV	01	MCH (Forbes Rd.)				
38.	Tech Fine-1.2KV	01	MCH ((Slave Island)				
39.	Tech Fine-1.2KV	01	MCH (Mohideen Masjid Mw.)				
40.	Tech Fine-1.2KV	01	MCH (Maligawatta Place.)				
41.	Tech Fine-1.2KV	01	MCH (Kuppiyawatta)				
42.	Tech Fine-1.2KV	01	MCH (Borella.)				
43.	Tech Fine-1.2KV	01	MCH (Wasala Rd.)				
44.	Tech Fine-1.2KV	01	MCH (Modara.)				
45.	Tech Fine-1.2KV	01	MCH ((Kirulapana)				
46.	Tech Fine-1.2KV	01	MCH (New Bazar)				
47.	DCP-650KV	01	Child Resource Center				

			(Nagaswatta)				
48.	DCP-650KV	01	C R C (Nagaswatta)				
49.	DCP-650KV	01	C R C (Nagaswatta)				
50.	DCP-650KV	01	C R C (Nagaswatta)				
51.	DCP-DCP	01	C R C (Nagaswatta)				
52.	DCP-650KV	01	C R C (Nagaswatta)				
53.	DCP-650KV	01	C R C (Nagaswatta)				
54.	Pro link-650KV	01	MOH- D5 (Wellawatta)				
55.	DCP-650KV	01	MOH- D5 (Wellawatta)				
56.	DCP-650KV	01	MOH- D5 (Wellawatta)				
57.	DIP-650KV	01	MOH-D1 (New Bazar)				
58.	Liebert-650KV	01	MOH-D1 (New Bazar)				
59.	DCP-650KV	01	MOH-D1 (New Bazar)				
60.	DCP-1.2KV	01	MOH-D3 (Camble)				
61.	Toyostar-650KV	01	MOH-D3 (Camble)				
62.	DCP-650KV	01	MOH-D2B (Maradana)				
63.	Kstar-650KV	01	MOH-D2 A (Jinthupiti)				
64.	Pro link-650KV	01	Pest Control (Maligak)				

65.	DIP-1.2KV	01	CA LAB (Maradana)				
66.	Pro link-1.2KV	01	CA LAB (Maradana)				
67.	Toyostar-650KV	01	CA LAB (Maradana)				
68.	DIP-1.2KV	01	Health Education				
69.	SNT-1.2KV	01	CM LAB (Jinthupitiya)				
70.	DCP-650KV	01	C.M.O.H.				
71.	DCP-650KV	01	C.P.H.I.				
72.	DCP-650KV	01	Administration Division				
73.	DCP-650KV	01	Project Division				
74.	DCP-650KV	01	Project Division				
75.	DCP-650KV	01	Account Division				
76.	DCP-650KV	01	Account Division				
77.	DCP-650KV	01	Account Division				
78.	Power Tree-1.2KV	01	MOH D-01 (New Bazar)				
79.	Pro Link-1.2KV	01	CM Lab (maradana)				
80.	Toyostar-2 KV	01	CM Lab (maradana)				
81.	SANT-2 KV	01	CM Lab (maradana)				

82.	SANT-2 KV	01	CM Lab (maradana)				
83.	SANT-2 KV	01	CM Lab (maradana)				

4. Internal Audit – Desktop Computers

No	Description Brand/Make/Model	QTY	Location	Unit Price (Without Tax)	Vat 8%	Unit Price (With Tax)	Total Price for 03 Years (With Tax)
1.	Lenovo Thinkcentre	01	Internal Audit				
2.	HP Pro 3330	01	Internal Audit				
3.	HP Pro Desk 600G – TwR	01	Internal Audit				
4.	HP Pro 600G	01	Internal Audit				
5.	Pro 5700	01	Internal Audit				

4. Internal Audit – Printers

No	Description Brand/Make/Model	QTY	Location	Unit Price (Without Tax)	Vat 8%	Unit Price (With Tax)	Total Price for 03 Years (With Tax)
1.	Epson LQ – 2080	01	Internal Audit				
2.	HP Laser Jet CP	01	Internal Audit				

	1520n Color						
3.	Brother Fax 2840	01	Internal Audit				
4.	Brother HL – L2360DN	01	Internal Audit				
5.	Lexmark MS312dn	01	Internal Audit				

5.Central Procurement Department – Desktop Computers

No	Description Brand/Make/Model	QTY	Location	Unit Price (Without Tax)	Vat 8%	Unit Price (With Tax)	Total Price for 03 Years (With Tax)
1.	Dell	08	Central Procurement Dept.				
2.	HP Pro	07	Central Procurement Dept.				
3.	Asus	02	Central Procurement Dept.				
4.	Samsung	01	Central Procurement Dept.				
5.	E-wis	02	Central Procurement Dept.				

6. Central Procurement Department – Printers

No	Description Brand/Make/Model	QTY	Location	Unit Price (Without Tax)	Vat 8%	Unit Price (With Tax)	Total Price for 03 Years (With Tax)

1.	HP Laser Jet Pro 200	01	Central Procurement Dept.				
2.	HP color Laser Jet cp 2025	01	Central Procurement Dept.				
3.	HP Laser Jet 2015	02	Central Procurement Dept.				
4.	Cannon	02	Central Procurement Dept.				
5.	Lexmark E 260 dn	04	Central Procurement Dept.				
6.	Samsung ML 3310 ND	01	Central Procurement Dept.				
7.	Samsung ML 2851 ND	02	Central Procurement Dept.				
8.	Dot Matrix (Epson) LQ 2090	03	Central Procurement Dept.				
9.	Dot Matrix (OKI)	01	Central Procurement Dept.				

Note: Tenderer/Bidder should be dully filled, signed and forwarded this price schedule with the tender. Otherwise tender/bid will be rejected without giving any reason whatsoever.

I/We agree and bind myself/ourselves that the price (rate) given in this tender/bid is valid for acceptance for a period of **Three Years** from the date of closing of tender and the quoted price (rate) will firm and not subject to adjustment, not can it be withdrawn after closing of the tender/bid and to supply, delivery and pile the materials at the CMC stores at the rate quoted by me/us and according to the specification given, on receipt of an official order issued by the Chief Accountant (Procurement) of the CMC.

Company VAT Reg. No.:……

Signature & Seal of the Firm
Date

NAME IN BLOCK CAPITALS:-……..

ADDRESS :-……..
…….

WITNESSES

Signature:

Name in Block Capitals:

Address: Date: ……

Signature:

Name in Block Capitals:

Address: Date: ……

Important

i. The Price Should be in Sri Lankan currency rupees.
ii. Price should be filled up in according to the above format. Otherwise the offer will be rejected
iii. The price shall be valid for 03 Years period from the date of commencing the award.

I agree that the price given in this tender is valid for acceptance for a period of **03 years** from the date of closing of Tender and the quoted price will be firm and not subject to adjustment not can it be withdrawn after closing of the tender.

……
SIGNATURE OF TENDER / BIDDER,
AND SEAL OF THE FIRM.

NAME OF SIGNATORY BLOCK CAPITALS:
……..……
……
……
…….

ADDRESS: -
……
……..……
…….
……
…….

WITNESSES:

(1) Signature:
……
……

Name in Block Capitals:
……
……..

Addresss:……
……..
……
…….
……
…….

(2) Signature:……
……

Name in Block Capitals:
..……
……
……
……

Addresss:……
……
……

……
……..

PART IV

COMMON TO ALL TENDERERS / BIDDERS

1. Tenderers / Bidders should be registered as Computer service suppliers business / company in Democratic Socialist Republic of Sri Lanka and should satisfy the Municipal Council as regards their ability to supply requested goods and services. Tenders/ Bidders shall authorize certificate to service computers, printers, fax and UPS under the relevant local authorities.

2. Brochures, Catalogues have a Specification should be provided if requested with the Tenders.

3. Tender Security Shall be (Bid Bond/Bank Guarantee) obtained in favor of the Municipal Commissioner to the value of **Rs. 10,000.00 (Rs. Ten thousand)** only, valid for **150 days** (One Hundred Fifty days) from the closing date of tender should be provided along with the Tender. Tender Security (Bid Bond/Bank Guarantee) should be obtained only from a recognized Bank accepted by the Central Bank of Sri Lanka under Banking Act No.: 30 of 1988. Tender / Bid security shall be submitted according to the format given. Tender / Bid Security format is attached. `

4. Tenders should be forwarded in Original with Duplicate. Both copies of the Tender should be signed and sealed by the Tenderer and enclose in separate Envelops and Seal, each should be marked**"ORIGINAL" and "DUPLICATE"**and the Name of the Tender Item and Closing Date and address to **the "Municipal Commissioner", Colombo Municipal Council, Town Hall, Colombo 07.**

   Thereafter Both ORIGINAL and DUPLICATE should be enclosed in one envelop and sealed and mark the Name of The Tendered item to be supplied on top left hand corner and Closing Date and address to Municipal Commissioner, Colombo Municipal Council, Town hall, Colombo 07.

5. Tenderer's Name and Address should not be written on each envelop. That any words Mark or other reference on the cover or envelope. Identifying the name of the Tenderer / Bidder with change the tender to be invalid.

6. The duly perfected Tenders should be deposited in the Tender Box kept in the Municipal Secretary's Department, Town Hall, Colombo 07, before closing as per time and date published in the Press Notice/ Colombo Municipal Council web site '

7. Tenderers or their authorized representatives are allowed to be present at the time of opening of the Tenders.

8. The tendered/ bided prices should be kept valid for acceptance for a period of **03 years** from the date of closing Tenders. The prices quoted shall be firm and not subject to adjustment for any reason and no tenders can be withdrawn after the closing of Tenders.

9. Tender Securities (Bid Bond/Bank Guarantee) will be returned as promptly as possible after the letter of award is given and enter into an agreement together the with a performance bond. Unsuccessful tenderer's Tender Security (Bid Bond/Bank Guarantee) will be released after the said award.

10. Immediately after the receipt of the Letter of Award (at least 07 days) the Tenderer should submit a guarantee from a Bank mentioned under No. 03 above for an amount equivalent to **10% of the contract value in** form of a Performance Bond or a Bank Guarantee obtained in favor of the Municipal Commissioner in the Tendered Currency, with a letter of acceptance and enter into an agreement with the Colombo Municipal Council for the due and satisfactory performance of the contract. The Tenderer should bear the cost of stamps if any that should be affixed to the Contract and the Legal Charges. Relevant Legal Charges list is attached for the reference

11. Performance Bond shall ensure the completion of all obligations under the contract and the aforesaid Performance BOND shall be valid for **thirty seven Months (37 months)** payable on demand at Colombo.

12. Failure to provide the Performance Bond within the specified time shall be a cause for cancellation of the award and forfeiture the Tender Security (Bid Bond).

13. The Tenderer should supply the Items strictly in accordance with the specification and/or samples.

14. The Council shall have the right and authority not to order all the items at one time but to place orders partly from time to time as and when necessary and payment will be made accordingly. The tenderer is not entitled to increase or revise the rate or rates quoted at time of tendering, for four months from the date of the letter of award.

15. Under the Extraordinary Gazette No. 1530/13 dated 01.01.2008 all payments of Rs.25,000/- and above will be subjected to a Stamp Duty of Rs. 25/-.

16. Alternative offers are not to be allowed

17. Tender's compliance column of the specification form should be filled by the tenderer. additionally, the Tenderer should submit printed literature/ catalogues to support the specifications as offered in the Tender.

18. Tender opening shall Take place at Colombo Municipal Council Municipal Secretary Department on **15.02.2022 at 10.00 A.M.**

18. If samples were called for the Goods, the supplies should be in accordance with the samples, if not specified otherwise or agreed on accepted reasons.

19. The Colombo Municipal Council reserves the right to accept or reject any tender or part thereof without giving any reason whatsoever.

PART V

Delivery & Payment Condition

1. The Service should be provided once in 03 months in a year without prior notice.

2. Repairs should be made within the relevant machinery department at all times except in emergencies, and the security of the components and data within them should be protected.

3. It the equipment is being taken out of the department for repairs, the repairs should be completed and handed over within 3 days.

4. Arrive at the relevant place for repairs within 2 hours after telephone notification or email notification. A technical officer from the service provider should be appointed to report problems and contact telephone numbers.

5. If value added tax or other tax is levied along with the fee, it should be mentioned and the registration number and relevant documents should be submitted.

6. The money will be banked after the repair of service is completed and the required documents are completed.

7. Institutional information, staff information, information records of government agencies currently providing services should be submitted.

8. No advance payment shall be made for any purpose unless otherwise specified or agreed.

9. Payments will be made only after receiving the "Quality Report" from any other for the quantities/ Service and certificate for quality from the technical person, or any officer Colombo Municipal Council.

PART VI

Required other documents Power of at-tony to the signature by the authorized person of the respective company / Institution

1. Business/ Company registration
2. If registered for vat copy of the vat registration
3. Any other documents

PART VII

Tender Submission Form

Municipal Commissioner,
Colombo Municipal Council,
Town Hall,
Colombo 07.

TENDER FOR MAINTENANCE OF DESKTOP COMPUTERS, PRINTERS, UPS, FAX MACHINES & PHOTOCOPY MACHINES

I/We the undersigned having read and fully acquainted myself/ourselves with the contents of the "Information and Instructions to Tenderers and Terms and Conditions of the Tender" pertaining to the above Tender, along with Schedules attached. Thereto, do hereby undertake to service referred to therein, in accordance with the aforesaid Instructions, Terms and Conditions. The makeup of the aforesaid total Tender Price is given in the accompanying Price Schedules.

2. I/We confirm that this offer shall be open for acceptance until **03 years** from the date of closing tender / bid it will not be withdrawn or revoked prior to that date.

3. I/We attach hereto the following documents as part of my/our Tender / Bid.
   i. Price Schedules.
   ii. Registration document of company/ Business
   iii. Copy of vat registered if registered
   iv. Tender security (Bid Bond).
   v. Any other documents shall be submitted according to the condition & requirements of the Tender document.

4. I/We understand that the Council is not bound to accept the lowest Tender and that the Council reserves the right to reject any or all tenders or to accept any part of a Tender without assigning any reasons therefore.

5. We undertake to adhere to the Delivery Schedule attached.

6. My/Our Bank Reference is as follows;

……

……

Name of Tenderer : .....

Address : .....

.....

Telephone : .....

Fax : .....

E-mail : .....

VAT Reg. No. : .....

Date: ……

……..…….…….……..…..

Signature of the Tenderer & Seal of the Firm

By Order,

MUNICIPAL COMMISSIONER

Colombo Municipal Council
Town Hall
Colombo 07.

Very Important

According to the Standard By-Laws of Colombo Municipal Council of the Extraordinary Gazette Notification No.2245/30 dated 17.09.2021
(Local Authorities (Standard By-Laws) Act no 6 of 1952 -Extraordinary Gazette Notification No.541/17 dated 20.01.1989)
Following details shall be read carefully as per the Part V of the by law.

TENDERER'S Name and Address should not be written on each envelope. That any words Mark or other reference on the cover or envelop, identifying the name of the Tenderer with change the tender to be invalid. (Please see I.T.T. 22.2 (C) of Tender data sheet II

1.Bid Bond/Bid Security

[Note: the purchaser is required to fill the information marked as "*" and delete this note prior to selling of the tender document]

[this Bank Guarantee form shall be filled in accordance with the instructions indicated in brackets]

---------- [insert issuing agency's name, and address of issuing branch or office] ------

***Beneficiary:** Municipal Commissioner, Colombo Municipal Council.

Date: -------- [insert (by issuing agency) date]

TENDER/BID GUARANTEE No.: ---------- [insert (by issuing agency) number]

We have been informed that --------- [insert (by issuing agency) name of the Tenderer; if a joint venture, list complete legal names of partners] (hereinafter called "the Tenderer/Bidder ") has submitted to you its bid dated --------- [insert (by issuing agency) date](hereinafter called "the Tender/Bid") for the supply of [insert name of Supplier] under Invitation for Tenders/Bids No. ---------- [insert IFT number] ("the IFT").

Furthermore, we understand that, according to your conditions, Tenders/Bids must be supported by a Tender/Bid Guarantee.

At the request of the Tenderer/Bidder, we ---------- [insert name of issuing agency] hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of ---------- [insert amount in figures] ---------- [insert amount in words]) upon receipt by us of your first demand in writing accompanied by a written statement stating that the Tenderer/Bidder is in breach of its obligation(s) under the tender conditions, because the Tenderer/Bidder:

(a) has withdrawn its Tender/Bid during the period of tender validity specified; or

(b) does not accept the correction of errors in accordance with the Instructions to Tenderers/Bidders (hereinafter "the ITT/ITB"); or

(c) having been notified of the acceptance of its Tender/Bid by the Purchaser during the period of tender validity, (i) fails or refuses to execute the Contract Form, if required, or (ii) fails or refuses to furnish the Performance Security, in accordance with the ITT/ITB.

This Guarantee shall expire: (a) if the Tenderer/Bidder is the successful Tenderer/Bidder, upon our receipt of copies of the Contract signed by the Tenderer/Bidder and of the Performance Security issued to you by the Tenderer; or (b) if the Tenderer/Bidder is not the successful Tenderer/Bidder, upon the earlier of (i) our receipt of a copy of your notification to the Tenderer/Bidder that the Tenderer/Bidder was unsuccessful, otherwise it will remain in force up to ------ (insert date)

Consequently, any demand for payment under this Guarantee must be received by us at the office on or before that date._____

[signature(s) of authorized representative(s)]

2. Performance Security

---------- [Issuing Agency's Name, and Address of Issuing Branch or Office] ---------- * **Beneficiary**: Municipal Commissioner, Colombo Municipal Council

Date: ----------

PERFORMANCE GUARANTEE No.: ----------

We have been informed that ---------- [name of Supplier] (hereinafter called "the Supplier") has entered into Contract No. ---------- [reference number of the contract] dated ---------- with you, for the ---------- Supply of ---------- [name of contract and brief description] (hereinafter called "the Contract").

Furthermore, we understand that, according to the conditions of the Contract, a performance guarantee is required.

At the request of the Supplier, we ---------- [name of Agency] hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of ---------- [amount in figures] (----------) [amount in words], such sum being payable in the types and proportions of currencies in which the Contract Price is payable, upon receipt by us of your first demand in writing accompanied by a written statement stating that the Contractor is in breach of its obligation(s) under the Contract, without your needing to prove or to show grounds for your demand or the sum specified therein.

This guarantee shall expire, no later than the …. day of ……, 20…. [insert date, 28 days beyond the scheduled completion date including the warranty period] and any demand for payment under it must be received by us at this office on or before that date.

_____

[signature(s)]

Bank Details

NAME OF THE COMPANY	BANK DETAILS						TELEPHONE NUMBER	MOBILE NUMBER	E - MAIL ADRESS
	NAME IN THE ACCOUNT	BANK NAME	BANK CODE	BRANCH NAME	BRANCH CODE	BANK ACCOUNT NUMBER			

Certified above details are correct according to the Company / Partners/ proprietor details.

- Certified bank statement copy must be attached with bank details.

…….
Authorized Signature
Director/ Partners/ proprietor