

EMPLOYEES' TRUST FUND BOARD

Procurement Section, 23rd Floor, Wing B, Mehewara Piyasa, Narahenpita, Colombo – 05.
Telephone No: 011- 7747200/ 011- 7747236 | Fax: 2806198 | Email: tender@etfb.lk

Date: 27.07.2026

IFB No.: ETF/PROC/A/2026/076

The Manager

Dear Sir,

BIDS INVITE FOR: SUPPLY AND DELIVERY OF LAPTOP COMPUTER – 01 UNIT

Please be good enough to quote your prices on the enclosed form.

Your quotation should be deposited in the **Tender Box No. 02** kept at the **Procurement Section, 23rd Floor, Wing B, Mehewara Piyasa, Narahenpita, Colombo – 05.**

Closing/Opening of tenders will be at **10.30 a.m. on 03.08.2026 (Monday).**

Please note that the Suppliers who send in quotations have the option to be present at the opening of tenders.

Please indicate the Subject Matter, Tender No., and the Tender Box No. on the top left-hand corner of the envelope.

Tenders should be addressed to: **AGM (Procurement), Procurement Section, 23rd Floor, Wing B, Mehewara Piyasa, Narahenpita, Colombo – 05.**

Thank you.

Yours faithfully,


AGM (Procurement)

GENERAL TERMS AND CONDITIONS

1. All the rates should be quoted in Sri Lanka Rupees.
2. No changes / Amendments could be done after opening the Tender under any Circumstances.
3. Tenders will be opened on scheduled time and the Tenders receive after this time will be treated as late entries.
4. If the selected supplier fails to perform the job on given time will be compelled to award to the next supplier.
5. Poor performance of the supplier will loose their reputation.
6. The goods should be supplied on credit basis.
7. Payments will be made after delivery & installation.
8. No advance payment will be made under any circumstances.
9. Supplier is responsible to send their Tenders on time and ETF Board is not responsible for Postal delays.
10. Sample should be furnished if requested.
11. Packing is essential for Pre Printed items and should be well wrapped with thick wrapping papers suitable for long time storage and with a label for description.
12. Polythene packing with a label for description is essential for the Envelopes.

Name of Supplier : -----

Address : -----

Contact Person : -----

Telephone Nos. : -----

Email : -----

Signature

Date

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BID FORM

IFB NO.: ETF/PROC/A/2026/076

BIDS INVITE FOR: SUPPLY AND DELIVERY OF LAPTOP COMPUTER – 01 UNIT

Description	Quantity	Unit Price (Rs.)	Taxes (Rs)	Total Price	Delivery Period
Supplying of: Laptop Computer (Please specify the brand and model) Processor: Intel Core Ultra 5 225H (up to 4.9 GHz with Intel® Turbo Boost Technology, 18 MB L3 cache, 14 cores, 14 threads) Storage: 512GB PCIe NVMe SSD Memory: 16GB DDR5-5600 MT/s RAM Warranty – Comprehensive on-site manufacturer authorized warranty for 36 months (Labor and Parts including Battery). Technical Specifications: Please refer to the annexed technical specification sheet and submit the information in the same. Bidder should provide brochure of make/model quoted as per above specification Bid validity period for – until 02.09.2026 (30 days) Delivery period – please specify Payments will be made within 14 days from the time of successful delivery. Delivery: Stores, 44/5, Narahenpita Road, Nawala. Further details please contact- Procurement Officer Tel. No. 011-2806198/ 011-7747236	01 Unit.				
Remarks					
VAT Registration No.					

Signature and Rubber Seal of the supplier

EMPLOYEES' TRUST FUND BOARD
SUPPLY AND DELIVERY OF LAPTOP COMPUTER – 01 UNIT
TECHNICAL SPECIFICATION
IFB NO.: ETF/PROC/A/2026/076

#	Technical requirement		Bidder's response on compliance (Yes/No)	Bidder's Comments
1	Device form factor: Laptop Computer			
2	Brand		<i>Please specify</i>	
3	Country of origin		<i>Please specify</i>	
4	Country of Manufacturer		<i>Please specify</i>	
5	Processor: Intel Core Ultra 5 225H (up to 4.9 GHz with Intel® Turbo Boost Technology, 18 MB L3 cache, 14 cores, 14 threads)			
6	Storage: 512GB PCIe NVMe SSD			
7	Memory: 16GB DDR5-5600 MT/s RAM			
8	Display: 16" diagonal, WUXGA (1920 x 1200), touch, IPS, anti-glare, 300 nits, 62.5% sRGB			
9	Graphics: Intel Graphics			
10	Color gamut: 62.5% sRGB			
11	Brightness: 300 nits			
12	Battery: Long Life 3-cell, 56 Wh Li-ion polymer			
13	Wireless: Intel Wi-Fi 6E AX211 (2x2) and Bluetooth® 5.3 wireless card			
14	Network interface: Realtek RTL8111HSH-CG GbE			
15	Keyboard: Spill-resistant, backlit keyboard with numeric keypad			
16	Camera: 1080p FHD camera			
17	Audio: Audio by Poly Studio, dual stereo speakers, dual array microphones			
18	USB Ports: 1 HDMI 2.1; 1 stereo headphone/microphone combo jack; 1 RJ-45; 2 USB Type-A 5Gbps signaling rate (powered); 2 USB Type-C® 20Gbps signaling rate (USB Power Delivery 3.0, DisplayPort™ 1.4, HP Sleep and Charge)			
19	Power: 65 W USB Type-C adapter			
20	Multimedia features: Integrated web-camera (HD), integrated microphone and stereo speakers			
21	Operating system: OEM edition of Windows 11 (64-bit, professional edition) operating system. The operating system shall be genuine and licensed to the Purchaser on a perpetual basis.			
22	Carrying case: Standard carrying case (back-pack) with sufficient space for all accessories			
23	Manufacture Authorization Certificate	Manufacturer Authorization Certificates should be provided. (Originals should be provided on request)		

24	Warranty	- Comprehensive on-site manufacturer authorized warranty for 36 months (Labor and Parts including Battery). - During a break down Bidder must be able to provide a backup unit (Similar or above configuration) if the machine has to take out for repair. - Bidder should not take Hard disk out of department any circumstances. Bidder must destroy Hard disk in front of authorized officer if Hard disk is malfunction (replacement should be from manufacture)		
25	Manufacture Experience	Manufacturer should have a minimum of 20 years' experience in manufacturing of the same brand. (Proof document should be attached)		
	Cost for Laptop Computer			
	Taxes			
	Total cost for 01 Laptop Computer		Inclusive of taxes	

The bidder shall furnish manufacturer's data sheets along with the bid to demonstrate that the offered model meets the above-mentioned specifications.

Name of supplier : _____

Contact person : _____

Email address : _____

Signature and Date : _____

Rubber Stamp : _____

Bid Security Declaration

Date: _____ [insert date by bidder]

Name of contract: **SUPPLY AND DELIVERY OF LAPTOP COMPUTER – 01 UNIT**
Invitation for Bid No.: **ETF/PROC/A/2026/076**

To: Chairman / CEO
Employees' Trust Fund Board,
19-23 Floors,
Mehewara Piyesa
Colombo 05.

We, the undersigned, declare that:

1. We understand that, according to instructions to bidders (hereinafter "the ITB"), bids must be supported by a bid-securing declaration;
2. We accept that we shall be suspended from being eligible for contract award in any contract where bids have been invited by any of the Procuring Entity as defined in the Procurement Guidelines published by the National Procurement Commission, for the period of three (03) years starting on the latest date set for the closing of bids of this bid, if we:
 - a) Withdraw our bid during the period of the bid validity period specified; or
 - b) do not accept the correction of errors in accordance with the instructions to bidders of the bidding documents; or
 - c) having been notified of the acceptance of our bid by you, during the period of bid validity,
 - I. fail or refuse to execute the Contract Form, if required, or
 - II. fail or refuse to furnish the performance security, in accordance with the ITB.
3. We understand this bid securing shall expire if we are not the successful bidder, upon the earlier of,
 - I. our receipt of a copy of your notification to the Bidder that the bidder was unsuccessful; or
 - II. twenty-eight days after the expiration of our bid.
4. We understand that if we are a JV, the Bid Securing Declaration must be in the name of the JV that submits the bid. If the JV has not been legally constituted at the time of bidding, the Bid Securing Declaration shall be in the names of all future partners as named in the letter of intent.

Signed [Insert signature(s) of authorized representative] In the capacity of [Insert title]

Name [Insert printed or typed name]

Duly authorized to sign the bid for and on behalf of [Insert authorizing entity]

Dated on [insert day] day of [Insert month], [Insert year]

Non-collusion Declaration

I, the undersigned bidder/ bidder's representative/ bidder's agent, honestly, truthfully and solemnly declare that;

(a) I, nor any other member, agent or representative of the firm/ company/ corporation/ partnership/ sole proprietorship that I represent, have entered into any combination, collusion or similar agreement with any person in connection with the prices to be submitted by any person with respect to the invitation for bid;

(b) I, nor any person who represents me have acted to prevent any person from submitting a bid or to induce any person to refrain from submitting a bid in connection with the intention for bid (Bid No.);

(c) This bid is not submitted in collusion with any other bid and is not made pursuant to any agreement, understanding or association with any other person in relation to such bid.

I declare that, I have not received and will not accept any discount, fee, reward, commission or anything of value, directly or indirectly, from any person, company or corporation in connection with the submission of this bid.

I further declare that, I have not given and will not give any discount, fee, reward, commission or anything of value, directly or indirectly, to any person, company or corporation in connection with the submission of this bid.

I, taking full responsibility for ensuring the absence of collusion, hereby pledge to abide by fair and ethical competitive practices throughout the entire procurement process and to fully comply with the relevant Procurement Guidelines issued by the National Procurement Commission.

I hereby declare that all the statements made by me above are true and correct.

..... (Signature of the Declarant)