National Gem and Jewellery Authority

Ministry of Industry and Entrepreneurship Development

Invitation for Bids (IFB)

Bid Name: Procurement of 21Nos - Laptops.
Bid No: NGJA/18/09/2026-01

1. The Chairman, Department Procurement Committee on behalf of the National Gem and Jewellery Authority, invites sealed bids from eligible and qualified bidders for Procurement of 21 Nos - Laptops.

2. Detailed description of the scope is given in the Bidding Document.

Description	Value of the Bid Bond
21 Nos - Laptops	Rs.75,000.00 (Validity Period 18.11.2026 - 17.03.2027)
Dates for purchase of Bid Documents	From 28.10.2026 to 17.11.2026
Date / Time and Place of Bid Opening	18.11.2026 at 11.00 a.m. at 3rd Floor ,Supply Division - NGJA

3. Bidding will be conducted through the National Competitive Bidding (NCB) procedure and is open to all eligible and qualified bidders as defined in Procurement Guidelines of Democratic Socialist Republic of Sri Lanka (GoSL) that meets the qualification requirements given in the Bidding Documents.

4. Interested eligible bidders may obtain further information from 3rd floor, Supply Division at National Gem and Jewellery Authority, No 260, RTFC & WMC Building, Lake Drive, Narahenpita, and inspect the Bidding Document during office hours on working days commencing from 28.10.2026 to 17.11.2026 at National Gem and Jewellery Authority on the above address. Tel /Fax: 2332197, Email: supply@ngja.gov.lk

5. A completed set of Bidding Documents in English Language may be purchased by interested bidders on submission of a written application and upon payment of a non-refundable fee of Rs.3,500.00 + SSCL 2.5% + VAT 18% Total (Rs.4,233.25) effective from 28.10.2026 to 17.11.2026 between 9.30 a.m. to 3.00 p.m. during office hours on working days from the Supply Division of the National Gem and Jewellery Authority at No 260,RTFC & WMC Building, Lake Drive, Narahenpita. The method of payment will be by cash.

6. A pre-bid meeting will be held on 04.11.2026 at 10.00 a.m. in 3rd Floor Supply Division of National Gem and Jewellery Authority at the above address.

7. Bids must be sent to, The Chairman, Department Procurement Committee, National Gem and Jewellery Authority, No 260, RTFC & WMC Building, Lake Drive, Narahenpita under registered post or deposited in the Tender Box available at 3rd Floor Supply Division, National Gem and Jewellery Authority, Narahenpita on or before 11.00 a.m. on 18.11.2026. Please indicate “Procurement of 21 Nos - Laptops - 2026” on the top left hand corner of the sealed envelope.

8. All bids must be accompanied by payment receipt or a Bid Security Valid in 119 days in the form of a Bank Guarantee using the format given with the Bidding Documents in Sri Lankan Rupees Seventy Five Thousand. (LKR 75,000.00) (Valid Period : 18.11.2026 - 17.03.2027)

9. Bids shall be valid for a period of 91 days from the date of deadline for submission of the bids (18.11.2026 to 17.02.2027).

10. Bids will be opened immediately after the deadline for submission of bids, in the presence of bidders or their authorized representatives who choose to attend in person at the address stated above. (in Para 5)

11. National Gem and Jewellery Authority will not be responsible for any cost of any expenses incurred by the bidders in connection with the preparation of delivery of bids.

Further Details - Assistant Director (Procurement) - 0112 332197

The Chairman - Department Procurement Committee
National Gem and Jewellery Authority
No 260, RTFC & WMC Building, Lake Drive Mawatha, Narahenpita.
Tele: 011-2329295, 2325364, and 2390645-8 Fax: 011-2320758, 011-2332197
Web site: www.ngja.gov.lk