



**PAPUA NEW GUINEA
UNIVERSITY OF
TECHNOLOGY**

UNITECH Special Procurement Committee

TENDER NO. NPC-UOT-SPC-2022-04

PROCUREMENT & SUPPLY OF 979 LAPTOPS

The Papua New Guinea University of Technology through UNITECH Special Procurement Committee is inviting interested business and ICT Service providers to submit their bid for the above.

A non-refundable tender fee of **K200.00** for Tender Documents **MUST** be made Payable to the Papua New Guinea University of Technology,
**Bank Account with Bank of South Pacific (BSP) Bank, Lae Branch,
Account Number: 1000 386 580.**

**All tender enquiries/queries by telephone MUST be confirmed by email to:
MR. HUMPHREY MANASSEH
(Unitech Procurement Manager) on:**

**Telephone – 473 4998/473 4396/473 4343
Email – humphrey.manasseh@pnguot.ac.pg**

**Tender Closing Time/Day/Date: 3:00pm, Thursday 15th December, 2022
Tender Box Location: Estates & Services Department
(Buildings & Grounds) Reception – UNITECH**

Instruction to Tenders

- Interested Bidders **MUST** arrange with their agent(s) or a courier firm of their choice to pick up Tender (Bid) and similar arrangement must be done for the lodgment of their firm's Bid Submission Document.
- Bidders shall pay their non-refundable Tender Documents Fee prior to qualify to participate in the Tender Process.
- Original scanned copy of the Official Receipt must be emailed to the Contact details provided herewith.
- Bid Documents can be collected from the Contact details provided herewith or email if so requested by the Bidder.
- Bidders must clearly address the outer envelopes containing their bids with the Tender Number, Description of the Tender, Closing Date and Time.
- It is a mandatory requirement that all firms **MUST** provide copies of Current IPA Certificate of Incorporation, Tax Identification Number, Extract, Insurances plus Consolidated Statement of Accounts details in the Company Profile.
- It is a mandatory requirement that Bidders provide statements of current business, in which they are providing similar service and experience for the provision for the supply of goods and services.
- USPC will not be held liable for any mishandling and late lodgment of Bid Documents.
- USPC will officially notify the Bidders of the tender outcome after all tender due process has been completed.

Authorized by:

**Associate Professor Dr. Ora RENAGI, OL
(Chairman of University Special Procurement Committee)**