



REGISTERED POST

UNIVERSITY OF RUHUNA
MATARA

My No: RUH/SUP/C/2026/S6.044

Date: 2026.05.19

The Manager,
.....
.....
.....

QUOTATION FOR SUPPLY & DELIVERY OF PROJECTOR SCREEN WITH STAND

- 01. Please quote your current lowest price for the articles/services enumerated overleaf in duplicate.
- 02. The quotation should be valid for six months from the date of closing of bid.
- 03. Samples should be submitted whenever required along with quotation.
- 04. Sample submitted should be removed from this office within 07 days after informing.
- 05. Quotation should be prepared according to the given instructions.
- 06. This form should be duly returned even if you are unable to quote.
- 07. If you are registered for the VAT, the VAT registration number should be indicated on the Quotation. If you are not registered for VAT, the prices should be indicated without VAT and if So kindly requested to attach a copy of the certificate issued by the commissioner of Inland Revenue certifying that you have not been registered for VAT. If not your quotation will be Rejected.
- 08. Should be marked **“Quotations for Supply & Delivery of Projector Screen with Stand”** the top Left hand corner of the envelope and should be under sealed registered cover to Chairman, Department Procurement Committee, General Administration Branch, University of Ruhuna, Wellamadama, Matara **On or before 02.00 p. m 04.06.2026**
- 09. Advance payments shall not be made when placing order. Payment will be made after the goods are received to our stores and inspections.
- 10. All columns in this form shall be filled in ink. Any alterations shall be initialed by the bidder.

 19/05/2026

Senior Assistant Bursar (Supplies)

No.	Description of materials /Goods	Specification	Quantity	Bidder's offer Yes/No	Price per Unit			TOTAL	Trade Mark	Warranty	Sample requirements Yes/No	Date by which delivery can be completed
					Without VAT		VAT					
					Delivery at the Company	Delivery at the University						
01	Projector Screen with Stand	Specification is Attached (Annex 01)	01									
NB	Alternative offers shall not be considered. The Vendors are advised not to quote different options for the same item but furnish the options available most competitive among to the bidder.											

VAT Percentage %
VAT No:-

Contact Tele / Fax No :-
E-Mail / Address, if any :-

.....
Name of Firm

.....
(Rubber Stamp)

.....
Signature

.....
Date

TECHNICAL SPECIFICATION

Multimedia Projector Screen with Stand

General Description

Supply and delivery of a portable multimedia projector screen complete with stand suitable for presentations, training programs, seminars, conferences, classrooms, and multimedia display applications.

2. Required Technical Specifications

Item	Specification Requirement	Compliance by Supplier (Yes/No)	Offered Specification by Supplier
1	Type: Portable multimedia projector screen with stand		
2	Screen Size: 6 feet (Width) × 5 feet (Height) minimum viewing area		
3	Aspect Ratio: 4:3 or equivalent suitable for multimedia projection		
4	Screen Fabric: Matte white, high-quality projection fabric		
5	Gain Factor: Minimum 1.0 gain		
6	Viewing Angle: Minimum 100 degrees		
7	Backing Material: Black backing to prevent light penetration		
8	Border: Black border on all four sides for improved image contrast		
9	Screen Surface: Anti-wrinkle and easy-to-clean material		
10	Screen Housing: Durable metal casing with rust-resistant finish		
11	Mounting Type: Tripod stand / portable floor stand		
12	Stand Material: Heavy-duty steel or equivalent durable material		
13	Height Adjustment: Adjustable height mechanism		
14	Locking Mechanism: Stable and secure locking system for screen positioning		

Item	Specification Requirement	Compliance by Supplier (Yes/No)	Offered Specification by Supplier
15	Portability: Foldable and easy to transport		
16	Stability: Non-slip rubber feet or equivalent support system		
17	Screen Operation: Manual pull-up and retractable mechanism		
18	Compatibility: Suitable for LCD, LED, DLP, and overhead projectors		
19	Color of Screen Surface: Matte white		
20	Accessories: All required mounting and operational accessories to be supplied		
21	Condition: Brand new, unused, and free from defects		
22	Warranty: Minimum 01 year manufacturer/supplier warranty		
23	After-sales Service: Local service support availability		
24	Country of Origin: To be specified by supplier		
25	Brand and Model: To be specified by supplier		