



## INFORMATION AND COMMUNICATION TECHNOLOGY AGENCY OF SRI LANKA

### REQUEST FOR EXPRESSIONS OF INTEREST

#### **Hiring of a Procurement Agent (firm)**

The Information and Communication Technology Agency of Sri Lanka (ICTA) functions under the purview of the Ministry of Telecommunication and Digital Infrastructure, is the apex government organization which has been mandated to take all necessary measures to implement the Government's Policy and Action Plan in relation to Information and Communication Technology (ICT) development across all sectors of the country.

ICTA has embarked on a series of ICT Development initiatives for the implementation of Digital Infrastructure solutions and other projects across multiple sectors while driving revolutionary technologies such as High Speed Fiber Networks, Government Cloud, Data Centers, Common Payment Platforms, Education Portals and Social Media initiatives etc. across Sri Lanka which will transform the nation towards information Society.

With these planned initiatives, ICTA is looking for capacity and capability within to contribute in an efficient and effective manner in the implementation of the said initiatives and to meet the challenges in implementing the projects.

There are large number of diverse procurement activities ranging from goods, non-consultancy Services, works, consultancy services and Information Systems of which procurement processes are to be fast tracked and completed during given period of time diligently and efficiently by following and satisfying the procedures laid down in Guidelines of the Government of Sri Lanka for procurement for goods, services and works and selection of consultants.

In order to meet this requirement, strengthening and streamlining the procurement capacity has become an urgent need and therefore, ICTA intends to employ a Procurement Agent (firm) specialized in handling public procurement to function as ICTA's agent and to handle procurement functions for and on behalf of the ICTA while ensuring quality inputs are competitively procured, delivered and completed in timely manner for successful implementation of projects.

ICTA now invites Expressions of Interest (EOIs) from eligible, qualified and experienced Procurement Agencies (firms) that are willing to undertake this function on behalf of the ICTA. EOI must include the following information with documentary evidence in support of the following.

- Name and address of the Procurement Agent (firm).
- Core business and years in business.
- Financial, Business and Administrative strength/standing of the firm.
- Qualifications in the relevant field.
- Experience in carrying out similar assignments with list of clients.
- Technical and managerial organization of the firm and appropriate qualifications and skills of key staff of the organization.
- Details of the Executive Board : Chairman, Directors and Chief Executive Officer
- Top clients for the Procurement Agent (firm).
- Audited Financial statements for the past two (02) years
- A copy of the certificate of incorporation of the firm / company along with the names of Directors in the Form (1/20/40)

Interested parties may obtain further information from Mr. Gamini Karunaratne- Director- Procurement and Head of Administration, ICTA by contacting via Phone: +94 11 2369099, Fax: +94 11 2369091 and email: [procurement@icta.lk](mailto:procurement@icta.lk).

Expressions of Interest including all requested information must be delivered to be received no later than **1500 hrs on July 13, 2016** either: (i) electronically to; [procurement@icta.lk](mailto:procurement@icta.lk) or (ii) hand delivered or (iii) by post to the address; Director-Procurement and Head of Administration, C/o, Managing Director, ICTA, 2<sup>nd</sup> Floor, 160/24, Kirimandala Mawatha, Colombo 05, Sri Lanka.

Envelope containing the Expressions of Interest and subject field of e-mail should be marked **“Hiring of Procurement Agent (firm)”**

The final decision will be made by the ICTA and appeals will not be entertained. Canvassing in any form will be a disqualification.

Managing Director/Chief Executive Officer  
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