



Information and Communication Technology Agency of Sri Lanka

Invitation for Bids (IFB)

**SCANNING OF BIRTHS, MARRIAGES AND DEATHS CERTIFICATES- PHASE TWO
IFB No: ICTA/SG2/GOSL/SER/NCB/2017/002**

1. Information and Communication Technology Agency of Sri Lanka (ICTA) which functions under the purview of The Ministry of Telecommunication and Digital Infrastructure, has planned the implementation of several initiatives across government, developing and improving digital infrastructure as means of increasing the efficiency of the government processes and to provide government services effectively and efficiently in line with the national policy of Digitization of Economy.
2. Bidding will be conducted using the National Competitive Bidding (NCB) procedure as defined in procurements guidelines of Democratic Socialist Republic of Sri Lanka (GoSL) and is open to all eligible bidders that meet the qualifications requirements specified in the bidding documents.
3. Accordingly, ICTA intends creating digitized (scanning and data entering) image of Birth, Marriage and Death (BMD) certificates along with an indexed database.
4. The Chairman, Project Procurement Committee (PPC), on behalf of Information and Communication Technology Agency of Sri Lanka (ICTA), now invites sealed bids from eligible and qualified bidders for Procurement of the Scanning of Births, Marriages and Deaths Certificates – Phase two.
5. Interested eligible bidders may obtain further information from Procurement Division Segment 2, ICTA, 160/24, 2nd Floor, Kirimandala Mawatha, Colombo 05 and inspect the bidding documents free of charge during office hours (09:00 hrs 16:00 hrs) **on working days commencing from May 16, 2017 at the office of ICTA at the above address.** Telephone: 2369099 Extension : 346, **Facsimile: 2368387, email: procurementsg2@icta.lk. Bidding documents are available on <https://www.icta.lk/procurement/> only for reference purposes and interested eligible Bidders shall purchase the bidding documents as described in paragraph (6) below.**
6. A complete 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 Sri Lankan Rupees Fifteen Thousand (LKR 15,000.00) effective from **May 16, 2017** during office hours on working days from the office of the ICTA at the address given in paragraph (5) above. The method of payment will be by cash.

7. A pre-bid meeting with potential bidders will be held **15:00 hrs (3 P.M)** on **May 25, 2017** at the office of ICTA, address given in paragraph (5) above.
8. Bids in hard copies must be delivered (Ref. Section-20 of ITB) to Procurement Officer (Segment 2), C/o Managing Director, Information and Communication Technology Agency of Sri Lanka (ICTA), 160/24, 2nd Floor, Kirimandala Mawatha, Colombo 05 or before **1500 hrs (3.00 P.M) on June 06, 2017**. Late Bids will not be accepted.
9. All Bids must be accompanied by a Bid Security in the form of a Bank Guarantee using the format given in the Bidding Documents in the amount of Sri Lankan Rupees Five Hundred Fifty Thousand (LKR 550,000.00).
10. Bids shall be valid for a period of 90 days from the date of deadline for submission of the Bids.
11. Bids will be opened immediately after the deadline for submission of bids, in the presence of bidders or their authorized representatives (maximum two persons) who choose to attend in person at the office of ICTA at the address given in paragraph (5) above.
12. ICTA will not be responsible for any costs or any expenses incurred by the bidders in connection with the preparation or delivery of Bids.

Chairman,
Project Procurement Committee,
Information and Communication Technology Agency of Sri Lanka (ICTA),
160/24, 2nd Floor, Kirimandala Mawatha,
Colombo 05.

May 08, 2017