



**INFORMATION AND COMMUNICATION TECHNOLOGY AGENCY OF  
SRI LANKA (PRIVATE) LTD**

**Invitation for Quotations**

**Event Manager to organize and facilitate workshops for identifying most  
viable eServices and mobile applications for Government organizations**

**Contract No. ICTA/SG2/GOSL/SER/NS/2017/006**

1. Information and Communication Technology Agency of Sri Lanka (Pvt) Ltd (ICTA) a government owned company incorporated under the laws of Sri Lanka, functions under the preview of Ministry of Telecommunication and Digital Infrastructure.
2. The Chairperson, Project Procurement Committee, on behalf of ICTA, now invites sealed Bids from eligible and qualified Event Managers to organize and facilitate workshops for identifying most viable eServices and mobile applications for Government organizations.
3. ICTA has planned to conduct 4 workshops within Colombo metropolitan covering approximately 80 government organizations and participation of nearly 200 representatives. For this purpose ICTA intends to engage an Event Manager to organize and facilitate the workshop sessions.
4. Bidding will be conducted using the **National Shopping procedure as defined in Procurement Guidelines of Democratic Socialist Republic of Sri Lanka** and is open to all eligible Bidders that meet the qualifications requirements specified in the Bidding Documents that can be obtained free of charge from ICTA website: <https://www.icta.lk/procurement/>
5. Interested eligible Bidders may obtain further information from **Procurement Division, Segment 2, ICTA, 160/24, 3rd Floor, Kirimandala Mawatha, Colombo 05** during office hours (09:00 Hrs - 16:00 Hrs) on working days commencing from 15 September 2017. Telephone: 2369099 Extension: 346, E-Mail: [procurementsg2@icta.lk](mailto:procurementsg2@icta.lk)
6. Quotations must be delivered to the address **Chairperson, C/o, Procurement Officer (Procurement Segment-2), ICTA, 3rd Floor, 160/24, Kirimandala Mawatha, Colombo 05, Sri Lanka** at or before **1500 hrs, 26 September 2017**. Late quotations will be rejected. Quotations will be opened immediately after the deadline of quotation submission in the presence of the bidders' representatives, who choose to attend.

Chairperson  
Project Procurement Committee  
Information and Communication Technology Agency of Sri Lanka (Pvt) Ltd