



Information and Communication Technology Agency
(ICTA) of Sri Lanka

INVITATION FOR BIDS (IFB)

NATIONAL COMPETITIVE BIDDING (NCB)

**Procurement of Janitorial Services for the new building of
ICTA at 490, R.A. De Mel Mawatha, Colombo 03**

Contract No: ICTA/GOSL/SER/NCB/2022/01

1. The Chairman, Department Procurement Committee of Information and Communication Technology Agency (ICTA) of Sri Lanka invites sealed proposals from the eligible & qualified Service Providers for **Providing Janitorial Services to the New Office Building at 490, R.A. De Mel Mawatha, Colombo 03.**
2. To be eligible for contract award, the successful bidder shall not have been blacklisted, shall have Business Registration in relevant field as per the qualification criteria.
3. Interested bidders may obtain further information from Information and Communication Technology Agency (ICTA) of Sri Lanka, No. 490, R. A. De Mel Mawatha, Colombo 03; Telephone 0112369099, Electronic mail address: procurement@icta.lk of Director (Procurement) and inspect the bidding documents from 09.30 hrs to 15.30 hrs on working days at Procurement Division of ICTA / available on the ICTA Web site (<https://www.icta.lk/procurement>).
4. A complete set of Bidding Documents in English language may be downloaded from the ICTA Website (<https://www.icta.lk/procurement>) by interested bidders from **26th January 2022 to 07th February 2022.**
5. The payment of non-refundable fee of **LKR 2,500.00** should be deposited to the Bank A/c No. **77897587- ICT Agency Gov**, Bank of Ceylon, Milagiriya Branch, *(Note: Please Fill the Depositor's Details and Purpose of Deposit in the Cash Deposit Slip as "Non Refundable Tender Fee" and it is mandatory to submit the aforesaid original cash deposit slip with the Bid. The payment should be made in cash and other payments are not allowed)*
6. Bids shall be delivered in duplicate to the address: Chairman, Departmental Procurement Committee, Information and Communication Technology Agency (ICTA) of Sri Lanka, No. 490, R. A. De Mel Mawatha, Colombo 03 on or before **10th February 2022, 15.00Hrs. Late bids will be rejected.** Bids will be opened soon after closing in the presence of the bidders' representatives who choose to attend.
7. Pre Bid Meeting will be held on **03rd February 2022 at 14:30 hrs.** Site visits will commence at 13:30 hrs at the same day.
8. Bids shall be valid for **91 days** from the date of Bid closing and all bids shall be accompanied by a bid security of **LKR 50,000.00.** Bid Security shall be valid up to 28 days beyond the date of Bid validity date.
9. An Employee or a firm and/or an individual that has a close family relationship with an employee of the Ministry of Technology, Information and Communication Technology Agency (ICTA) of Sri Lanka and any other institution under the control of the Ministry of Technology shall not be eligible for award of the contract.

Chairman,
Departmental Procurement Committee
Information and Communication Technology Agency (ICTA) of Sri Lanka
26th January 2022