



Information and Communication Technology Agency (ICTA) of Sri Lanka
Procurement of Janitorial Services for ICTA at 490, R.A De Mel Mawatha, Colombo 03

Contract No: ICTA/GOSL/SER/NCB/2023/01

INVITATION FOR BIDS (IFB)

National Competitive Bidding (NCB)

1. The Chairman, Department Procurement Committee (DPC) of Information and Communication Technology Agency (ICTA) of Sri Lanka invites sealed proposals from the eligible & qualified Service Providers for **Providing Janitorial Services for Office Building at 490, R.A.De Mel Mawatha, Colombo 03.**
2. To be eligible for contract award, the interested firm shall not have been blacklisted by the Government of Sri Lanka or by any of the Provincial Authorities of Sri Lanka, shall have Business Registration, shall have a specific license/approval to operate as a janitorial service provider in Sri Lanka and operated at least Five years prior to the date of submission of Bids.
3. Interested firms 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 06th March 2023 only for the inspection purpose.
5. Non-refundable fee of LKR 2,500.00 should be made in cash at the Director Finance office of the ICTA and the receipt must be attached with the Bid.
6. Bids shall be delivered in duplicate to the Ground Floor of Information and Communication Technology Agency (ICTA) of Sri Lanka, No 490,R. A.De Mel Mawatha, Colombo 03 on or before 3.00 P.M on 27th March 2023. **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 13th March 2023 at 2.00 P.M. A mandatory Site visits will be commenced at 01:00 P.M at the same day.
8. Bids shall be valid **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

Chairman,
Department Procurement Committee
Information and Communication Technology Agency (ICTA) of Sri Lanka

05th March 2023