Invitation for Bids

Ministry of Finance, Planning and Economic Development

Selecting of Building Maintenance Contractor for New Building – Year 2027

Bid Number: MOF/NCB/20/92/2026

01. The Chairman, Ministry Minor Procurement Committee on behalf of the Secretary, Ministry of Finance, Planning and Economic Development invites sealed bids from eligible and qualified bidders for "Supplying of Building maintenance Contractor for New Building" located at Ministry of Finance, Planning and Economic Development, The Secretariat, Lotus Road, Colombo 01.

02. The intended maintenance service period will be Twelve **(12) months from 01.01.2027**

03. Bidding will be conducted through National Competitive Bidding procedure, Single stage – Two Envelop bidding procedure. Therefore, bidders shall submit their bids as follows:

    Envelope 01 – Technical Bid

    Envelope 02 – Price Bid

Both envelops shall be placed in one envelope and outer envelope shall be marked as "**Selecting of Building Maintenance Contractor for New Building -Year 2027".**

04. Qualification requirements to qualify for contract award include:

i. The bidder shall have a **minimum of five (05) years' experience** in executing **building maintenance contracts** for government departments/institutions or well-reputed private sector companies. (proof documents should be attached)

   a. The applicant shall **submit service completion certificates** for **at least two (02)** building maintenance contracts that meet the following criteria:
   b. **Each contract value** must be **not less than LKR 10 million per annum**.
   c. The **building area** maintained under each contract must be **not less than 50,000 square feet**.
   d. Experience of one minimum Building Management System (BMS) and Central AC system shall be required.

ii. The average annual turnover in last three years shall be minimum LKR 15 million.

iii. Part time B.Sc. Engineer (Mechanical or equivalent field) with Associate Member in IESL including minimum three (03) years' experience in similar services. Engineer must be registered at Engineers' Council of Sri Lanka (ECSL).

iv. Full-time Technical Superintendents (Mechanical / Electrical) shall have minimum NVQ level 4/ HNDE/ NDT with 02 years' experience.

v. Full time Electrical and Mechanical technicians shall have minimum NVQ level 3 qualification and 03 years' experience.

vi. Full time Air condition and plumbing technicians shall have minimum NVQ level 3 qualifications and 03 years' experience.

vii. The bidder should be attached relevant supporting documents to verify the above-mentioned qualifications and experience, including certificates as evidence of their qualifications and service letters as proof of their work experience.

OR

10 Year in relevant field experiences (proof documents should be attached)

viii. The contractor shall not be a blacklisted contractor at the time of bidding and at the time of award of contract and shall submit an affidavit on this regard.

05. Non-collusion Declaration shall be submitted by bidder along with dully filled bidding document.

06. Interested eligible bidders may obtain further information from **Chief Accountant, Ministry of Finance, Planning and Economic Development (Tel – 011 2484535 / Ext 1446, 1430, 4223, Fax – 2421253)** and inspect the bidding documents at the office of **Accounts Division, Upper Ground Floor, New Building, Ministry of Finance, Planning and Economic Development, The Secretariat, Lotus Road, Colombo 01 from 04th November 2026 to 18th November 2026 from 0900hrs to 1500hrs.**

07. Interested bidders may purchase a complete set of bidding document in English language on submission of a written application to the **Chief Accountant, Ministry of Finance, Planning and Economic Development, The Secretariat, Lotus Road, Colombo 01** from **04th November 2026 until 18th November 2026 from 0900hrs to 1500hrs upon payment of non-refundable fee of Rupees Rs. 3,500.00 The** method of **payment will be in cash** only. Interested bidders are kindly requested to refer to the procurement documents published on the Ministry of Finance, Planning and Economic Development website (https://www.treasury.gov.lk) for reference purposes only.

08. Bids must be delivered to the **Chairman, Ministry Minor Procurement Committee, Accounts Division, Upper Ground Floor, New Building, Ministry of Finance, Planning and Economic Development, The Secretariat, Lotus Road, Colombo 01** on or before **1400hrs on 19th November 2026.** Late bids will be rejected. Bids will be opened soon after closing in the presence of the bidder/bidder's representative who chooses to attend.

09. Bids shall be valid up to **18th February 2027.**

10. All bids shall be accompanied by a Bid Security of **Sri Lankan Rupees Two hundred thousand (Rs 200,000.00)**. A bid security shall be in the form of a Bank guarantee issued by a Commercial Bank operated in Sri Lanka approved by the Central Bank of Sri Lanka to favor of **Secretary, Ministry of Finance, Planning and Economic Development** or it may deposit in cash to Shroff at Ministry of Finance, Planning and Economic Development. Bid Security shall be valid up to **18th March 2027**.

11. **Pre-Bid Meeting will be held at 10.30hrs on 09th November 2026** at the Accounts Division of Ministry of Finance, Planning and Economic Development, The Secretariat, Lotus Road, Colombo 01.

Chairman,
Ministry Minor Procurement Committee,
Ministry of Finance, Planning and Economic Development,
The Secretariat, Lotus Road,
Colombo 01
Date: 04th November 2026