



# **Ministry of Finance, Planning and Economic Development**

**Department of State Accounts**

## **PROCUREMENT DOCUMENT**

**(Two Envelope System: Single-Stage Two Envelope Bidding Procedure)**

### **Addendum III**

#### **Procurement of Design, Development and Implementation of a Payroll System for Government Organizations**

**IFB No: DSA/PROC/NCB/2026/02**

**Employer:**

Director General  
Department of State Accounts  
Room Number 101, 1st Floor,  
The Secretariat, Colombo 01.

**20 August 2026**

**Addendum III**  
**to the**  
**Invitation for Bids (IFB)**  
**Ministry of Finance, Planning and Economic Development**  
**(MOFPED)**

**Department of State Accounts (DSA)**

**Procurement of Design, Development and Implementation of a Payroll  
System for Government Organizations**

**IFB No: DSA/PROC/NCB/2026/02**

**1. Background**

The **Chairman, Ministry Procurement Committee (MPC)**, on behalf of the **Department of State Accounts (DSA)**, invited sealed bids from eligible bidders for the **Procurement of Design, Development and Implementation of a Payroll System for Government Organizations** on **19th July 2026**. A Pre-Bid Meeting was subsequently conducted on **03rd August 2026**. Based on the clarification requests received from bidders, it has been deemed necessary to provide additional information and further clarification on certain aspects of the Bidding Document.

All bidders are required to carefully review and take due consideration of the information contained in the **Addenda** when preparing and submitting both the Technical and Financial parts of their bids. Furthermore, bidders are required to duly consider the **responses to the clarification requests**, which will be issued separately.

Bids shall be delivered to the address specified in the Bidding Document **on or before 2.00 p.m. on 04th September 2026**, following the extension of the bid submission deadline by **fourteen (14) days**. Late submissions will not be accepted under any circumstances.

Bids will be opened immediately after the closing time in the presence of bidders' authorized representatives who wish to attend. All other terms, conditions, and requirements of the Bidding Document shall remain unchanged and shall continue to be in full force and effect.

Any requests for clarification regarding the **Addenda** shall be submitted to the Employer **no later than ten (10) days prior to the Deadline for Submission of Bids**. All such requests shall be addressed to the contact details specified in the Bidding Document. Any questions or requests for clarification received **after 04th September 2026** will not be considered or responded to by the **DSA**.

This Addendum comprises solely the amendments and additions made to the original Bidding Document.

The above amendments and clarifications to the Bidding Document will be formally incorporated through the relevant **Addenda**, together with any additional clarification responses, and will be communicated to all prospective bidders and published on the relevant official websites.

**Chairman,**

Ministry Procurement Committee (MPC),

Department of State Accounts,

Room Number 101, 1st Floor,

The Secretariat, Colombo 01.

**August 20, 2026**

## **2. Addendums to the original Bidding Document**

| <b>SN</b>                                           | <b>Clause No.</b> | <b>Original Content</b> | <b>Amended Content</b> |
|-----------------------------------------------------|-------------------|-------------------------|------------------------|
| <b>Procurement Document – Volume I &amp; III</b>    |                   |                         |                        |
| <b>Section IX – Contract Forms</b>                  |                   |                         |                        |
| <b>Appendix 7. Terms and Procedures for Payment</b> |                   |                         |                        |
| <b>2. Milestones and Module Payment</b>             |                   |                         |                        |
| 1.                                                  | 2.3               | <i>T+ 6 Months</i>      | <i>T+ 5 Months</i>     |
| 2.                                                  | 2.4               | <i>T+ 9 Months</i>      | <i>T+ 9 Months</i>     |
| 3.                                                  | 2.5               | <i>T+ 11 Months</i>     | <i>T+ 10 Months</i>    |
| 4.                                                  | 2.6               | <i>T+ 13 Months</i>     | <i>T+ 12 Months</i>    |
| 5.                                                  | 2.7               | <i>T+ 15 Months</i>     | <i>T+ 12 Months</i>    |
| 6.                                                  | 2.8               | <i>T+ 18 Months</i>     | <i>T+ 14 Months</i>    |
| 7.                                                  | 2.9               | <i>T+ 18 Months</i>     | <i>T+ 14 Months</i>    |
| 8.                                                  | 2.10              | <i>T+ 18 Months</i>     | <i>T+ 15 Months</i>    |
| 9.                                                  | 2.11              | <i>T+ 18 Months</i>     | <i>T+ 15 Months</i>    |
| 10.                                                 | 2.12              | <i>T+ 24 Months</i>     | <i>T+ 18 Months</i>    |