

Ministry of Finance, Planning and Economic Development

Invitation For Bids

Procurement for Maintenance of Garden Premises at Ministry of Finance, Planning & Economic Development - 2026/2027

Bid No : MOF/Shopping/13/39/2026

The Chairman, Ministry Minor Procurement Committee on behalf of the Ministry of Finance, Planning and Economic Development, ~~now~~ invites sealed bids from eligible and qualified bidders for the maintenance of the Garden Premises of Treasury Premises the Ministry for a contract period of one year.

02. Bidding will be conducted through National Shopping/Request for Quotation
03. Qualification requirements include:
 - Minimum of 2 year experience in carrying out landscaping and garden maintenance services in at least 2 reputed organizations with a contract value not less than Rs. 3 million of at least one contract, with a satisfactory track record. A list of clients should be submitted along with the bid forms as Annexure I.
 - The bidder shall be capable of deploying one garden development assistant (as supervisor) and 05 garden labourers, including 2 tree maintainers.
04. All bids shall be accompanied by a Bid Security Declaration as per given format to favor of Secretary, Ministry of Finance, Planning and Economic Development.
05. The bidder shall submit one original of the documents comprising the bid as described in ITB and clearly marked “**ORIGINAL**” in addition, the bidder shall submit copy of the bid, and clearly marked as “**COPY**”. The bidder shall seal the original and copy of the bid in two inner envelopes and one outer envelope, duly marking the inner envelopes as “**ORIGINAL**” and “**COPY**”. The top left hand corner of the envelope shall be marked “**Procurement for Maintenance of Garden Premises at Ministry of Finance, Planning and Economic Development 2026/2027**”.
06. Bids must be deposited in the tender box kept in the Accounts Division, Upper Ground Floor, New Treasury Building, Ministry of Finance, Planning and Economic Development or dispatched by registered post to the address **Chairman, Ministry Minor Procurement Committee, Finance Division, Upper Ground Floor, New Treasury Building, Ministry of Finance, Planning and Economic Development, Lotus Road, Colombo 01** to reach at or before **2.00 pm on 09th July 2026**. Late Bids shall be rejected.
07. Bids will be opened soon after closing at the Accounts Division, Upper Ground Floor, New Building, Ministry of Finance, Planning and Economic Development, Lotus Road, Colombo 01 in the presence of the bidder’s representatives who choose to attend.
08. A pre bid meeting will be held at the Accounts Division, Upper Ground Floor, New Building, Ministry of Finance, Planning and Economic Development, Lotus Road, Colombo 01 on **03rd July 2026 at 10.00 a.m.**

**Chairman,
Ministry Minor Procurement Committee,
Ministry of Finance, Planning and Economic Development,
Lotus Road, Colombo 01.**