



Ministry of Megapolis & Western Development

URBAN DEVELOPMENT AUTHORITY

BID INVITATION FOR JANITORIAL SERVICES

The Chairman, Procurement Committee of the Urban Development Authority will receive sealed bids for the Janitorial Services, Garbage Disposal & Maintenance of the Landscaped area at Sethsiripaya Stage - I, Battaramulla and Internal Cleaning of Urban Development Authority Head Office at Sethsiripaya Stage - I

Bids should be submitted on the forms available from the office of Engineering Services Division, Urban Development Authority, 6th Floor, Sethsiripaya, Battaramulla and can be collected between 9.00 a.m. and 2.30 p.m. on any working day from 02-06-2017 to 14-06-2017 on payment of Non Refundable Tender Fee of Rs. 2,000.00 and Refundable Tender Deposit of Rs. 150,000.00 in cash.

The Envelope containing the bid should be addressed to the Chairman, Procurement Committee, Urban Development Authority, Sethsiripaya Stage - I, Battaramulla and clearly marked the "Janitorial Services at Sethsiripaya Stage - I and Internal Cleaning of UDA Head Office" with the time & the date of closing at the top left hand corner of the envelope. Sealed Bids should be deposited in the Tender Box maintained for this purpose at the Procurement Office of Urban Development Authority, 7th Floor, Sethsiripaya Stage - I, Battaramulla on or before 2.00 p.m. on 15th June, 2017.

The bids will be opened immediately after the closing of bids and the bidders or their authorized representatives will be allowed to be present at the time of opening.

Bidders are required to submit the following documents along with the bids.

- (a) Documentary proof for maintaining at least a single Janitorial Services Contract where the contract sum is not less than Rs. 1.0 Million per month during the past 03 years.
- (b) Certified copies of payments of EPF & ETF for at least 100 employees for the last 02 years.
- (c) Copies of receipts of VAT payments for the last 02 years.
- (d) Audited balance sheets of the firm for the past 02 years including Profit & Loss Accounts Statements.
- (e) List of Janitorial Services contracts in hand with the number of staff deployed in each contract.
- (f) List of available equipments related to the Janitorial Services.

Bidding documents may be inspected free of charge at the office of the Engineering Services Division, Urban Development Authority, 6th Floor, Sethsiripaya, Battaramulla and all bidders submitting bids are advised to visit and inspect the site before submitting the bids.

Any further details can be obtained by contacting the Engineering Servicing Division on Tel. No. 2797200 - Ext. 318/267.

Chairman
Procurement Committee
Urban Development Authority
Sethsiripaya
Battaramulla