



INVITATION FOR BIDS
KADUWELA MUNICIPAL COUNCIL
INVITATION FOR BIDS FOR PROVISION OF JANITORIAL SERVICES 2024

Bid No:

1. The Commissioner, Kaduwela Municipal Council invites sealed bids from eligible and qualified Bidders for supplying Janitorial Services for Kaduwela Municipal Council for a period of one year, from **January 2024 to 31st December 2024** for the following premises of Kaduwela Municipal Council.
2. Interested bidders should:
 - i. Prospective tenderer shall be a firm registered in Sri Lanka under the Business Registration Regulations or Incorporated under the Companies Act. A copy of the Business Registration should be attached to the Tender. Specialty : Supply of Janitorial services.
 - ii. The tenderer should have been in the field of provision of janitorial services for a period not less than three years as at **30th June 2023**.
3. A complete bidding document in English may be purchased by interested Bidders from the **Municipal Engineer's Department** from **9.00 hrs to 15.00 hrs on working days** until **04.12. 2023** on the submission of a written request on a business letterhead to the **Municipal Commissioner, Kaduwela Municipal Council, New Kandy Road, Kaduwela** upon payment of a non-refundable fee of **Rs: 2,000/- + (VAT 15%) in cash**.
4. Pre-bid meeting followed by a site inspection will be held at **1400 hrs on 30.11.2023** at the Municipal Commissioner's Office, Kaduwela Municipal Council, New Kandy Rd, Kaduwela. Prospective bidders are strongly advised to inspect all the premises and acquaint themselves with the conditions under which the work is to be executed under this contract. No claim whatsoever would be entertained by the Kaduwela Municipal Council for the bidder's failure to carry out such inspection prior to bidding and obtaining whatsoever information required for submission of the bids.
5. Bid should be valid up to 60 days.
6. All Bids must be accompanied by a Bid Security of **Rs: 50,000/-** deposited in Kaduwela Municipal Account in cash or and an unconditional Bank Guarantee from a reputed commercial bank operating in Sri Lanka on the format attached to the Bidding Document and should be valid up to 90 days from the date of submission of the Bid.
7. Bids must be lodged in the **Tender Box placed in the Municipal Engineer's Room, Municipal Engineer's Department, Kaduwela Municipal Council, New Kandy Road, Kaduwela on or before 14.00hrs on 05.12.2023** Late Bids will be rejected unopened. Bids will be opened immediately after the closing at the Municipal Engineer's Room in the presence of the Bidders' Representatives who choose to attend in person at the address given above after closing of Bids.
8. The Municipal Commissioner reserves the right to accept or reject any Bid and to reject all Bids at anytime prior to award of contract without thereby incurring any Liability to the affected Bidder or Bidders of any obligation to inform the affected Bidder or Bidders of the grounds for the Municipal Commissioner's action.
9. Interested eligible Bidders may obtain further information from Municipal Engineer of Kaduwela Municipal Council (Contact Tel:0112142661 / Email :kadumceng@gmail.com)
10. The client's address for the purpose of Bid submission is Kaduwela Municipal Council, Kandy Road, Kaduwela for identification of the Bid the envelopes should indicate Janitorial Service 2024.

Municipal Commissioner
Kaduwela Municipal Council

22.11.2023