



INVITATION FOR BIDS (IFB)
UNIVERSITY OF SRI JAYEWARDENEPURA
Providing Venue & Related facilities for the 25th Anniversary
International Conference on Health Sciences- 2018
Faculty of Medical Sciences
University of Sri Jayewardenepura

IFB No: 06/2017/RC/FMS

1. The Chairman Department Procurement Committee (DPC)-Minor on behalf of the University of Sri Jayewardenepura invites sealed bids from eligible and qualified bidders for providing venue and related facilities for the 25th Anniversary International Scientific Session 2018.
2. Bidders who have at least five years experience in providing venue and related facilities in similar quantities to State Institutes may submit quotations.
3. Bidding will be conducted through National Competitive Bidding (NCB).
4. All bids must be accompanied by bid security in the form of a bank guarantee in the format given with the bidding document in the amount of Rs.40,000. Bank Guarantee is confirmed by a bank operating in Sri Lanka approved by Central Bank of Sri Lanka. The bid security shall be in the form of an unconditional on demand bond & shall be valid up to 23.01.2018
5. Interested eligible bidders may obtain further information from Senior Assistant Bursar Faculty of Medical Sciences, University of Sri Jayewardenepura, and inspect the Bidding Documents, free of charge, at the Finance Division, Faculty of Medical Sciences, University of Sri Jayewardenepura (Tel. No 011-2758000) during office hours.
6. A complete set of Bidding Documents in English language may be purchased by the interested bidders on submission of a written request to the Senior Assistant Bursar, Faculty of Medical Sciences, University of Sri Jayewardenepura and upon payment of a non-refundable fee of **Rs.1,000** to the shroff of the University on working days from 02.10.2017 to 23.10.2017. The bidding documents can also be viewed from the University Website i.e. www.sjp.ac.lk.
7. Duly perfected bids in duplicate in separate covers marked "Original" and "duplicate" re-inserted in a single cover mentioning the name of work on the top left hand corner of all three envelopes, sealed and may either be sent by registered post addressed to "Chairman, Department Procurement Committee (Minor), University of Sri Jayewardenepura, Gangodawila, Nugegoda" or deposited in the Tender Box kept in Bursar's office. All Bids marked as "providing venue and related facilities for the 25th Anniversary **International Conference on Health Sciences-2018- IFB No.06/2017/RC/FMS**" on the top left hand corner of the envelope.
8. Duplicate should be a certified photocopy of the original.
9. Bids will be opened at 2.30 p.m. on 24.10.2017 at the Board Room of the Administration Building and the bidder or his/ her representative is permitted to be present at the time of opening of bids.
10. Incomplete and late bids will be rejected and the procurement committee reserves the right to accept or reject bids.

Chairman,
Department Procurement Committee (Minor)
University of Sri Jayewardenepura
Gangodawila, Nugegoda