

INVITATION FOR BIDS



University of Sri Jayewardenepura

Provision of Hostel Keeping & Janitorial Services to Student Hostels

Contract No. USJP/EIS/01/HKJ/2021/2022

1. The Chairman DPC on behalf of the University of Sri Jayewardenepura now invites sealed bids from eligible and qualified bidders for Provision of Hostel Keeping & Janitorial Services - 2021/2022 to the University of Sri Jayewardenepura.
2. The Intended Service Period is 365 Days.
3. Bidding will be conducted through National Competitive Bidding.
4. Bidders who adhere to labour laws established by the Government such as Wages Board Ordinance, National Minimum Wage of Workers Act. No. 3 of 2016 Shop and Office Act, Budgetary Relief Allowance of Workers Act, Employees Provident Fund, Employees Trust Fund, Gratuity Act, Workman Compensation Ordinance and other legislations applicable, are eligible to bid for Provision of Hostel Keeping & Janitorial Services to Student Hostel of the University of Sri Jayewardenepura.
5. Interested eligible bidders may obtain further information from Assistant Registrar, Establishments (Information & Services), University of Sri Jayewardenepura – Tel 011- 2802856 and inspect the Bidding Documents at the address given below from **13th October 2021** to **02nd November 2021** between **09.00 a.m. and 02.30 p.m** at any working day.
6. A complete set of Bidding Documents may be purchased by interested bidders on the submission of a written application to the address below and up on payment of a non-refundable fee of Rupees fifteen thousand (**Rs.15,000.00**) on working days from **13th October 2021** to **02nd November 2021** between **09.00 a.m. and 02.30 p.m**. The method of payment will be in cash to the University Shroff Counter.
7. A Pre-bid meeting will be held at **11.00 a.m.** on **28th October 2021** at the Main Board Room of the Administration Building of the University.
8. Bids will be closed at **11.30 a.m.** on **03rd November 2021** at Main Board Room of the Administration Building, University of Sri Jayewardenepura.
9. The Contract Number, Description and the Opening Date should be marked on the top left hand corner of the envelope. Sealed bids should be submitted to reach the Assistant Registrar, Establishments (Information & Services), University of Sri Jayewardenepura, Gangodawila, Nugegoda by registered post or deposited in the “Tender Box” available at the aforesaid address

on or before **11.30 a.m.** (tender closing time) on **03rd November 2021** (tender closing date). All late bids will be rejected and returned to the bidder unopened. Proofs of posting will not be accepted in case of any delay. Bids will be opened immediately after the closure of the bid submission time. The bidders or their authorized representatives (one representative for each bidder) may participate at the bid opening.

10. Final decision will be made by the Department Procurement Committee.

11. Bid shall be valid until **02nd February, 2022.**

12. Each Bid shall be accompanied by a Bid Security of Rs. 810,000.00 addressed to Vice-Chancellor, University of Sri Jayewardenepura awarded by a commercial bank approved by the Central Bank of Sri Lanka and bid security shall be valid until **05th March, 2022.**

The addresses referred to above are:

For inspection of Bidding Document, submission of application for Bidding Document and Delivery of Bids

Assistant Registrar
Establishments (Information & Services) Division,
University of Sri Jayewardenepura,
Gangodawila,
Nugegoda.

For Bid opening

Administration Board Room of the Administration Building,
University of Sri Jayewardenepura,
Gangodawila,
Nugegoda.

Chairman/ Department Procurement Committee
University of Sri Jayewardenepura
13.10.2021