



Invitation for Bids (IFB)

Democratic Socialist Republic of Sri Lanka

Ministry of Public Security and Parliamentary Affairs

Invitation to Bid for the operation of the Canteen on the ground floor of the "Ancillary B" Building of the Suhurupaya Building, Battaramulla

IFB No. PS/03/PB/PR/09/31/25

01. The Chairman of the Ministry Procurement Committee, on behalf of the Ministry of Public Security and Parliamentary Affairs, is hereby inviting bids for the operation of the ground floor canteen in the "Ancillary B" building, which is intended to serve the staff of the offices established within the Suhurupaya building on Sri Subhuthipura Road, Battaramulla, as well as the general public visiting these offices for services.
02. The ground floor of the "Ancillary B" building, where the canteen will be operated, has an area of **4065 square feet**. The building will be leased for a two-year period to operate the cafeteria, and bids should be submitted accordingly. Submitted bids must be valid from **16.07.2025 to 01.10.2025** (which is 77 days from the bid opening date).
03. The prices quoted must remain unchanged for a period of two years from the date the agreement is signed.
04. The original and a copy of the bidding documents can be obtained upon the payment of a non-refundable fee of Rs. 250/= to the Shroff at the Ministry from **25.06.2025, to 15.07.2025**, during working hours (9:00 am to 3:00 pm) on office days. Payment should be done only in cash.
05. Bids should be sent in duplicate and can be deposited in the tender box kept at the Finance Division of this Ministry at or **before 11.00 am on 16.07.2025** or can be sent via registered post to reach before the time of bid opening to below mentioned address. On the top left corner of the envelope the words "Invitation to Bid for the operation of the Canteen on the ground floor of the Suhurupaya Building, Battaramulla" should be indicated. Quotations received late will be rejected.

Chief Finance Officer,
Ministry of Public Security and Parliamentary Affairs,
17th Floor, "Suhurupaya",
Battaramulla.

06. Bids will be opened immediately thereafter. Those who submitted quotations or their authorized representatives may attend the opening of bids.
07. The bidder must have registered his organization as a business, and if the value of the bid submitted by you is more than 5 million, it should be registered under the Public Contract Act No. 3 of 1987. Failure to submit this registration certificate with the bid will cause the rejection of the bid. The organization of the bidder shall not be blacklisted in National Procurement Commission. Additional details in this regard are provided in the bidding document.
08. All bids must be accompanied by a bid guarantee of **Hundred and Fifty Thousand rupees (Rs.150,000)** and the guarantee submitted must be under the following conditions.
 - i. The guarantee must be obtained from a domestic commercial bank operating in Sri Lanka and approved by the Central Bank of Sri Lanka.
 - ii. The bid guarantee form shall be in the form contained in the bid document.
 - iii. The bid guarantee should be in the name of "Secretary / Ministry of Public Security and Parliamentary Affairs".
 - iv. The validity period of bid guarantee shall be from **16.07.2025 to 29.10.2025** (105 days from bid opening date)
09. The selected bidder will be required to provide a performance guarantee covering the entire period of canteen operation, subject to the Ministry's terms and conditions.

10. Qualifications of the bidders

10.1 The following enterprises are eligible to bid.

- (a) Limited Liability Companies
- (b) Firms in case of Partnership
- (c) Individual Businesses

10.2 The Ministry will not consider the following individuals/companies for the award of the contract.

- (a) Those who have previously defaulted on canteen-related rent payments to the Ministry.
- (b) Those who have failed to execute contracts for canteen operation previously awarded by the Ministry, either directly or indirectly.

11. Quotation documents can be inspected free of charge at the Accounts Division of this Ministry.
12. Further details of this quotation can be obtained from the Chief Accountant of the Accounts Division on 011-2887697.

Secretary,
Ministry of Public Security and Parliamentary Affairs,
18th Floor, "Suhurupaya", Battaramulla.
2025.06.25