



INVITATION FOR BIDS (IFB)

Supply, Delivery, Implementation, Commissioning and Maintenance of Envelop Printing Machines - 02 Nos.

IFB No: DRP/ACC/07/01/2024 - II

1. The Chairman, Department Procurement Committee, Department for Registration of Persons invites sealed bids from eligible and qualified bidders for **Supply, Delivery, Implementation, Commissioning and Maintenance of Envelop Printing Machines – 02 Nos**
2. Bidding will be conducted through **National Competitive Bidding. (NCB)**
3. The interested and eligible bidders may obtain further information from Accountant (Procurement), Accounts Branch, Department for Registration of Persons on **011 5 226 172** during working days, **from 9.00 a.m.to 3.00 p.m.** Bid documents can be inspected free of charge at the **Accountant (Procurement),Accounts branch,"C" Wing, 12th Floor, Department for Registration of Persons, "Suhurupaya", Sri Subhuthipura Road, Battaramulla, from 14.08.2024 to 09.09.2024** also through the department's web site (www.drp.gov.lk).
4. A complete set of Bidding Document in English language may be purchased by interested bidders on a submission of a written application to the Accountant (Procurement), "C" Wing, 12th Floor, Department for Registration of Persons, "Suhurupaya", Sri Subhuthipura Road, Battaramulla, **during working days between 9.00 a.m. and 3.00 p.m. from 14.08.2024 to 09.09.2024** upon the payment of a non-refundable fee of **LKR 5,000.00. The method of payment will be cash.**
5. Bidders submitting bids by hands shall enclose the original and the copy of the bid in separate sealed envelopes duly marked as "Original" and "Duplicate Copy". Both these envelopes (Original and Copy) shall be enclosed in one single envelop to the address indicated in Paragraph 3 and shall be deposited in the tender box placed at the Accounts Branch,C Wing, 12th Floor, Department for Registration of Persons, "Suhurupaya", Sri Subhuthipura Road, Battaramulla, Sri Lanka, **on or before 14.00 hrs at 10.09.2024.** Bid shall be **valid up to 77 days** from the deadline of bids submission or any extended date stipulated by the purchaser. Late bids shall be rejected. Bids shall be opened soon after closing of bids, in the presence of the bidders or their representatives who choose to attend.
6. Pre Bid Meeting will be held on **21.08.2024, 2.00 p.m.** at Auditorium, "C" Wing, 13th Floor, Department for Registration of Persons, "Suhurupaya", Sri Subhuthipura Road, Battaramulla.
7. The Name of the Contract and the IFB Number shall be stated on top left hand corner of the envelope of the bid. All bids shall be accompanied by a bid Security of **LKR 240,000.00** issued by any licensed commercial bank operating in Sri Lanka.

**Chairman,
Department Procurement Committee,
Department for Registration of Persons,
12th Floor, "Suhurupaya",
Sri Subhuthipura Road,
Battaramulla.**