

INVITATION FOR BIDS
CENTRAL BANK OF SRI LANKA

**TENDER FOR JANITORIAL SERVICES FOR THE CENTRE FOR BANKING STUDIES
– RAJAGIRIYA, CENTRAL POINT BUILDING AND WHITEAWAYS BUILDING AT
COLOMBO-01 OF THE CENTRAL BANK OF SRI LANKA.**

1. The Director, Facilities Management Department, Central Bank of Sri Lanka (CBSL) invites sealed bids for the provision of Janitorial and Cleaning Services for a period of two (02) years from 01.07.2025 for the following premises of CBSL:
 - a) Buildings of the Centre for Banking Studies,
No. 58, Sri Jayawardanepura Mawatha, Rajagiriya.
 - b) Central Point Building,
No.54, Chatham Street, Colombo 01.
 - c) Whiteaways Building,
No 25, Sir Baron Jayatilaka Mawatha, Colombo 01.

2. Interested bidders shall meet the following eligibility criteria:
 - i. Prospective tenderer shall be a firm /company 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.
 - ii. The tenderer should have been in the field of provision of janitorial services for a period not less than five years as at 30.04.2025 and undertaken at least 03 contracts each having an annual project value of Rs. 20 million in multi storeyed office buildings during the last five years ending 30.04.2025.
 - iii. Tenderer should have a minimum number of 75 employees in its monthly payroll providing janitorial services and be registered with Employees' Provident Fund (EPF) for the payment of contributions. As a matter of proof, copies of EPF C - Returns should be submitted along with the Bid for the year 2023.
 - iv. All employees of the contractor who will be deployed to work under this contract for the CBSL should have obtained group Insurance Cover of the company for personnel accidents whilst in service (Proof to be submitted by attaching copy of the existing group Insurance cover of the company).
 - v. Should submit Audited Financial Statements of the company for the last three years ended 31.03.2024 or 31.12.2024.

3. A complete set of "Bidding Document" in English language may be purchased by interested bidders upon submission of a written request on a business letterhead to the Director, Facilities Management Department, Central Bank of Sri Lanka, No.

30, Janadhipathi Mawatha, Colombo -01, from 0900 Hrs to 1500 Hrs on Bank working days from 08.05.2025 till 26.05.2023 upon payment of a non-refundable fee of Rupees Five Thousand (Rs. 5,000.00) in cash.

4. Pre-bid meeting followed by a site inspection will be held at 1000 Hrs on 16.05.2025 at the Ground Floor of CBSL Head Office Building. Prospective bidders are strongly advised to inspect 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 CBSL for the bidder's failure to carry out such inspection prior to bidding and obtaining whatsoever information required for submission of the bids.
5. The bidding forms duly perfected should be enclosed in a cover marked "**Tender for the Janitorial Services for the Central Bank of Sri Lanka for the Years 2025 to 2027**" at the top left-hand corner and addressed to Director, Facilities Management Department, Central Bank of Sri Lanka, No.30, Janadhipathi Mawatha, Colombo - 01. The full name and address of the bidder should be shown at the bottom left-hand corner of the envelope. Bids should be sent either through the post under registered cover to reach the Director, Facilities Management Department, Central Bank of Sri Lanka or be lodged in the Tender Box placed at the Mail Room, Ground Floor, Central Bank Head Office Building on or before 1430 Hrs on 28.05.2025.
6. Bids will be opened immediately after the closing of bids at 1430 Hrs on 28.05. 2025 in the presence of bidders or their authorised representatives who choose to attend at the opening of bids to be held at the Ground Floor, Central Bank Head Office Building, No. 30, Janadhipathi Mawatha, Colombo -01 subject to the prevailing health and security clearances. Late bids will be rejected.
7. Interested bidders may obtain further information from the Deputy Director, Facilities Management Department, Central Bank of Sri Lanka, No.30, Janadhipathi Mawatha, Colombo 01 on 011-2477407 or 011-2477412.

Director,
Facilities Management Department,
Tower 4 – Level 9,
Central Bank of Sri Lanka,
No. 30, Janadhipathi Mawatha
Colombo 01.

Tel : 0112 – 2477412
E- mail: fmd@cbsl.lk