

Read Only

GOVERNMENT OF THE DEMOCRATIC SOCIALIST REPUBLIC OF SRI LANKA



Ministry of Urban Development, Construction and Housing



SRI LANKA LAND DEVELOPMENT CORPORATION

SUB CONTRACT

FOR

**Cleaning Service in and around Food Court & around Flower Shop stage I & II Areas at
Diyatha Uyana, Battaramulla**

PROCUMENT NO. :- S/131/25

CLOSING DATE :- 09th April 2025 at 13.30hrs

DGM (Supplies),
Sri Lanka Land Development Corporation,
No:03, Sri Jayawardenapura Mawatha,
Welikada,
Rajagiriya.

April 2025

SRI LANKA LAND DEVELOPMENT CORPORATION

INVITATION FOR BIDS (IFB)

The Chairman of the Sri Lanka Land Development Corporation (SLLDC) invites sealed bids from eligible and experienced Contractors who possess similar nature of works.

Procurement No	Description	Required Bid Security	Deadlines of Bid submission	Document Fee
S/131/25	Cleaning Service in and around Food Court & around Flower Shop stage I & II Areas at Diyatha Uyana, Battaramulla	Rs. 100,000/- Valid up to 105 Days	09 th April 2025 at 13.30hrs	Rs.3000/-

1. A complete set of Bidding Documents in English language could be inspected and purchased from Deputy General Manager (Supplies) during **09.00 hrs to 15.30 hrs** from **28th March 2025** to **08th April 2025** (Working Days) upon payment of non-refundable fee of **Rs 3000/-**. The method of payment will be only in cash.
2. Interested bidders may obtain further information from Deputy General Manager (Drainage & Reclamation), Sri Lanka Land Development Corporation (SLLDC), No. 03, Sri Jayawardenapura Mawatha, Welikada, Rajagiriya. Tel 0112- 862058, Fax 0112- 862058
3. Sealed bids with Procurement No & Subject clearly mentioned at the top left corner of the envelop should send under registered post or deposit to the identified Tender Box kept in supplies Division.
4. Bids shall be delivered to the address given below.

Deputy General Manager (Supplies),
Sri Lanka Land Development Corporation,
No. 03, Sri Jayawardenapura Mw,
Welikada, Rajagiriya

Bid closing time is at **13.30 hrs.** on **09th April 2025** late submission of bids shall be rejected. Bids will be opened soon after closing, time, in the presence of Bidder's representatives who intend to attend.

5. Bid shall be valid up to **25th June 2025** (77 days from the bid opening date).
6. All Bids shall be accompanied by a bid security and it shall be from a Licensed Commercial Bank operating in Sri Lanka (approved by the Central Bank of Sri Lanka). It shall be irrevocable and unconditionally encashable upon the first written demand by the employer. Bid security shall be valid up to **23rd July 2025** (105 days from the bid opening date).

Cash bonds also could be submitted. (Bidder could pay cash to Cashier, SLLDC and attach receipt to the bid).

Deputy General Manager (Supplies),
Sri Lanka Land Development Corporation,
No. 03 Sri Jayawardenapura Mawatha,
Welikada,
Rajagiriya.

Tel- 0112866832
Fax- 0112871637
Web- www.landreclamation.lk

BIDDING DATA

1. The Employer Name : Sri Lanka Land Development Corporation
2. Address : No.03, Sri Jayawardenapura Mawatha, Rajagiriya
3. Scope of Work : Cleaning Service in and around Food Court & around Flower Shop Stage I & II Areas at Diyatha Uyana, Battaramulla
4. The following information shall be provided:
 - (a) Detail of Company Registration
 - (b) VAT Registration number
 - (c) Experience in similar nature of work
 - (d) Total monetary value of similar nature of work performed for each of last three years shall be documentary proof.
 - (e) Experience in works of a similar nature and size of each of last three years as documents proof.
5. The Bid shall be submitted to:
Deputy General Manager (Supplies)
Sri Lanka Land Development Corporation
No.03, Sri Jayawardenapura Mawatha,
Rajagiriya
6. The deadline for submission of Bids shall be on or before **09th April 2025 at 13.30 hrs.** The Tenders will be opened immediately thereafter at the above address.
7. The amount of Performance Security is 5% of the Initial Contract Price from a reputed Commercial Bank. Cash bonds also could be submitted. (Bidder could pay cash to Cashier, SLLDC)
8. Bid Price: VAT component shall not be included in the rates. VAT component shall be shown separately at the end of the BOQ NBT is not considered.
9. Award of Contract : SLLDC reserves the right to accept or reject any bid.
10. SLLDC reserves the right to increase or decrease the BOQ quantity requirement by 10% without any change to the unit price.
11. **Pre-Bid meeting**

Pre-Bid meeting & Site Visit will be held as follows:
Date : 04th April 2025
Time : 10.00 a.m.
Venue : Sri Lanka Land Development Corporation, No 3, Sri Jayawardenapura Mw, Welikada, Rajagiriya.

Contact Person : Eng. Namal Munasingha, Project Engineer
TP: 071-4557792

Conditions of Contract

1. Name of the Contract : Contract for Cleaning Service in and around Food Court & around Flower Shop stage I & II Areas at Diyatha Uyana, Battaramulla
2. Date of commencement : May 2025
3. Contract Period : 01 Year
4. Location : Diyatha Uyana, Battaramulla
5. Adjustment of Contract Price : No price Adjustment
6. Performance Bond : 5% of the initial contract sum
7. VAT will be paid according to the Government Regulations.
8. There will be a deduction of 10% for work that is below the expected standards of SLLDC.
9. Following resources should be deployed to carry out the cleaning work.

Manpower :-

- **For Food Court Area for all days inclusive holidays & poyadays**

- Morning shift – 6.00 am to 3.00 pm - Two labours (Only Male)
- Evening shift – 3.00 pm to 11.00 pm - Three labours (Only Male)

Note: Specially all workers assigned for this task need to be dressed smart and attractive manner and need to be dressed in different approved colour from other places.

- **For surrounding Flower shops area, Aquarium & Water Fountain area for all days inclusive holidays & poyadays**

- 6.00 am to 8.00 pm – Three labours (Only Male) – Monday to Saturday
- 6.00 am to 11.00 pm – Three labours (Only Male) – Sunday

- **For Wash Room for all days inclusive holidays & Poyadays**

- Working hours starting from 6.00 am to 11.00 pm – 01 Female (Only for Female Wash Room) and 01 Male (Only for Male Wash Room)

(Suitable shift allocation could be arranged and these sanitary labourers should waiting standby near to Wash Room area throughout the working hours to clean the location as an attractive place)

- **01 (One) Male Supervisor should be station throughout the Food Court, Flower Shops, Aquarium, Water Fountain and Wash Room area to inspect the cleaning work for working hours from 6:00 am to 11.00 pm. Suitable shift allocation could be arranged for the Supervisor.**

Conditions of Contract

1. Age of all Employees less than 50 years old
2. Details of work force;
National Identity Card Nos. (Copy of NIC card should be attached), Permanent Address etc. to be submitted as security purposes.
3. All workers assigned for this task need to be dressed smart and attractive manner (prior approval to be taken for proposed dress code of T-Shirt with a Trousers and shoes etc.)
4. The Gents and Ladies Wash Rooms to be kept cleaned with a pleasant manner at every instant.
5. Transportation of Disposals / wastes not be allowed to keep at Diyatha Uyana premises. Hence arrangements to be made accordingly.
6. All the workers & Supervisory staff need to be equipped with Safety Gears and necessary safety precautions.
7. The Entrance areas to the premises need to be kept as pleasant Environment.
8. **Machineries: -**
 - Washing truck service, Floor Cleaning Machine & necessary vehicle for transportation of wastes to be provided to maintain proper cleaning environment at site
 - High Pressure water Guns should be deployed daily to proper cleaning.
9. **Materials :-**
 - Ekel broom, brushes, rakes, shovels, wheel barrows, necessary Chemicals etc. & necessary tools should be provided by your company.
 - Expected Detergents to be used for proposed task need to be taken prior approval by the Site Engineer.
10. The corporation reserves the right to terminate this contract, if the contractor does not fulfill requirements expected at any time.

11. Daily attendance of the work force will be monitored strictly. Therefore daily attendance Register needs to be maintained by coordinating with site Engineer. If there any work force absenteeism Rs. 2,000/- per day per head will be deducted. Your daily work strength and work plan must be maintained and reported to the Engineer.
12. Payments will be made as per the Engineer's certification based on actual utilization of Work force machinery & equipment etc. and quality of the work (as per the clause No. 6).
13. Payments for work done will be made within 14 days from submission of the certified documents to finance Division of SLLDC
14. Necessary health & safety guidelines need to be adhered
15. If any unexpected situation arisen with beyond our control, proposed work scope will be changed. Hence, utilization of work force and materials etc. will be reduced to match with necessary work required. Accordingly, contract sum will be adjusted.

LABOUR DISCIPLINE & BEHAVIOR

1. Workers shall be worked as per the rules and regulations of the corporation.
2. List of workers assigned for this work (Including their permanent address, copied of National Identity cards) to be submitted to the Project Engineer.
3. The project Engineer reserves the right to dismiss any kind of manpower who is not suit the site in any ways.
4. Contractor should not allocate his employees who may be a threat to the National Security. If any kind of situation arise, Contractor is fully responsible for the same.

PAYMENTS

1. Method of payment shall be Measure and pay basis.
2. Bills with two copies shall be forwarded to Project Engineer.
3. Payments for work done will be made within 14 days from submission of the certified documents.
4. Payments will be done as per the Engineer's certificate based on actual utilization of labour, machinery & equipment...etc.
5. All the payment will be made with cross cheques by the Snr.Accountant (Payment) of the Finance Division, 3rd Floor at SLLDC Head Office.

Read Only

Bill of Quantities for Cleaning Service in and around Food Court & around Flower Shop stage I & II Areas at Diyatha Uyana, Battaramulla

Item No	Description	Unit	Qty	Rate (Rs.)	Amount (Rs.)
1.0	<p>Cleaning Service in and around Food Court & around Flower shop Stage I & II Area (The rate should include all the cleaning works at Food Court Area)</p> <p>Notes:</p> <ol style="list-style-type: none"> 1. Refer to the relevant details for labour 2. deployment and scope of work to be done by the contractor at site. 3. All the considered items including man power have to be detailed rate breakdowns to be submitted with the bid document based on the conditions of contract. 	Month	12		
Sub Total					
Add: VAT 18% (Reg. No.)					
Grand Total					

Total Amount in words Rs.

.....

Contractor's Signature

Seal

Name :

National Identity Card No. :

Tel: No :

Address :

Witnesses

1) Signature :
 Name :
 National Identity Card No. :
 Address :

2) Signature :
 Name :
 National Identity Card No. :
 Address :

PROCUREMENT GUIDELINE REFERENCE: 5.4.8 (cont)

FORMAT FOR PERFORMANCE GUARANTEE

-----[Issuing Agency's Name, and Address of Issuing Branch or Office]-----

Beneficiary:-----[Name and Address of Employer] -----

Date: -----

PERFORMANCE GUARANTEE No.: -----

We have been informed that -----[name of Contractor/supplier] (hereinafter called "the Contractor") has entered into Contract No. -----[reference number of the contract] dated ----- with you, for the ----- [insert "construction"/"Supply"] of -----[name of contract and brief description of Works] (hereinafter called "the Contract").

Furthermore, we understand that, according to the conditions of the Contract, a performance guarantee is required.

At the request of the Contractor, we ----- [name of Agency] hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of ----- [amount in figures] (- -----) [amount in words] , such sum being payable in the types and proportions of currencies in which the Contract Price is payable, up on receipt by us of your first demand in writing accompanied by a written statement stating that the Contractor is in breach of its obligations(s) under the Contract, without your needing to prove or to show grounds for your demand or the sum specified therein.

This guarantee shall expire, no later than the day of, 20... [insert date, 28 days beyond the scheduled contract completion date] and any demand for payment under it must be received by us at this office on or before that date.

[signature(s)]

PROCUREMENT GUIDELINE REFERENCE: 5.3.13

FORMAT FOR BID SECURITY GUARANTEE

[This Bank Guarantee form shall be filled in accordance with the instructions indicated in brackets]

-----*[insert Issuing Agency's Name, and Address of Issuing Branch or Office]*-----

Beneficiary:-----*[insert (by PE) name and address of Employer/Purchaser]*

Date:-----*[insert (by issuing agency) date]*

BID GUARANTEE No.:-----*[insert (by issuing agency) number]*

We have been informed that -----*[insert (by issuing agency) name of the Bidder; if a joint venture, list complete legal names of partners]* (hereinafter called "the Bidder") has submitted to you its bid dated ----- *[insert (by issuing agency) date]* (hereinafter called "the Bidder") has submitted to you its bid dated -----*[insert (by issuing agency) date]* (hereinafter called "the Bid") for the execution/supply [select appropriately] of *[insert name of Contract]* under Invitation for Bids No. ----- *[insert IFB number]* ("the IFB").

Furthermore, we understand that, according to the conditions, Bids must be supported by a Bid Guarantee.

At the request of the Bidder, we ----- *[insert name of issuing agency]* hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of ----- *[insert amount in figures]* ----- *[insert amount in words]* up on receipt by us of your first demand in writing accompanied by a written statement stating that the Bidder is in breach of its obligation(s) under the bid conditions, because the Bidder:

- (a) has withdrawn its Bid during the period of bid validity specified; or
- (b) does not accept the correction of errors in accordance with the Instructions to Bidders (hereinafter "the ITB") of the IFB; of
- (c) having been notified of the acceptance of its Bid by the Employer/Purchaser during the period of bid validity, (i) fails or refuses to execute the Contract Form, if required, or (ii) fails
or refuses to furnish the Performance Security, in accordance with the ITB.

This guarantee shall expire, (a) if the Bidder is the successful bidder, up on our receipt of copies of the Contract signed by the Bidder and of the Performance Security issued to you by the Bidder; or (b) if the Bidder is not the successful bidder, up on the earlier of (i) our receipt of a copy of your notification to the Bidder that the Bidder was unsuccessful, otherwise it will remain in force up to -- ----- *(insert date)*

Consequently, any demand for payment under this Guarantee must be received by us at the office on or before that date. _____

[signature(s) of authorized representative(s)]