



GOVERNMENT OF THE DEMOCRATIC SOCIALIST REPUBLIC OF SRI LANKA  
MINISTRY OF TRANSPORT, HIGHWAYS AND URBAN DEVELOPMENT



SRI LANKA LAND DEVELOPMENT CORPORATION  
**BIDDING DOCUMENT**

CONTRACT  
FOR  
SUPPLYING AND LAYING OF FLOOR CARPET FOR CHIEF LEGAL OFFICER'S ROOM  
OF  
SRI LANKA LAND DEVELOPMENT CORPORATION AT RAJAGIRIYA.

PROCUREMENT NO :S/245/26  
CLOSING DATE: 23<sup>rd</sup> June at 13.30 hrs.

**Sri Lanka Land Development Corporation**  
No. 03, Sri Jayawardenapura Mawatha  
Welikada  
Rajagiriya

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Tel. No. ; 0112866832 Fax No. : 0112871637 Email : [supplies.slrdc@gmail.com](mailto:supplies.slrdc@gmail.com)

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MAY 2026

## Section - 1

# INSTRUCTIONS TO BIDDERS

*Notes:*

Instructions to Bidders shall be read in conjunction with Bidding Data under Section 5 (Volume 2). Matters governing the performance of the Contractor, payments under the Contract, or matters affecting the risks, rights, and obligations of the parties under the Contract are included under Section 3 – Conditions of Contract (Volume 1) and Contract Data under Section 5 (Volume 2). However, some information is reproduced in this section to facilitate the bidders to price their bids.

Instruction to Bidders will not be part of the Contract and will cease to have effect once the Contract is signed.

*Note:*

Please refer the ICTAD standard Bidding Document Procurement of Works, ICTAD/SBD/03, Second Edition-January 2007 (not attached with this document) for the following sections.

Section 01 – Instructions to Bidders

Section 02 – Standard Forms (Contract)

Section 03 – Conditions of Contract

Section 04 – Form of Bid Qualification Information

# MINISTRY OF TRANSPORT, HIGHWAYS AND URBAN DEVELOPMENT



## Sri Lanka Land Development Corporation

### Invitation for Bids (IFB)

#### SUPPLYING AND LAYING OF FLOOR CARPET FOR CHIEF LEGAL OFFICER'S ROOM OF THE SRI LANKA LAND DEVELOPMENT CORPORATION AT RAJAGIRIYA

1. The Chairman of the Department Procurement Committee of Sri Lanka Land Development Corporation (SLLDC) now invites sealed bids from eligible and qualified bidders for Supplying and Laying of Floor Carpet for Chief Legal Officer's Room of Sri Lanka Land Development Corporation at Rajagiriya.

2.

Procurement No	Description	Required Bid security
S/245/26	Supplying and Laying of Floor Carpet for Chief Legal Officer's Room of Sri Lanka Land Development Corporation at Rajagiriya	Rs. 1500.00

- 2.1. Bidding will be conducted through Limited Competitive Bidding (LCB) Procedure.

3. Interested eligible bidders may obtain further information from Deputy General Manager (Construction), Sri Lanka Land Development Corporation, Tel 0112862438, Fax 0112867516, and inspect the bidding documents at the office of Deputy General Manager (Supplies), Sri Lanka Land Development Corporation during the office hours, from **09<sup>th</sup> June 2026 to 22<sup>nd</sup> June 2026**

4. A complete set of Bidding Document in English language may be purchased by interested bidders on the submission of a written application to the Deputy General Manager (Supplies, Sri Lanka Land Development Corporation (SLLDC) during working days **09<sup>th</sup> June 2026 to 22<sup>nd</sup> June 2026** upon payment of a non-refundable fee of **Rs 1000.00** The method of payment will be in cash to, Sri Lanka Land Development Corporation.

5. Bids shall be delivered with duplicate separately sealed to the address given below, or deposited to the identified box kept in Supplies Division (1<sup>st</sup> Floor).

Chairman,  
Procurement Committee,  
C/o Deputy General Manager (Supplies)  
Sri Lanka Land Development Corporation,  
No.03, Sri Jayawardanapura Mw,  
Welikada, Rajagiriya.

6. Before **13.30 hrs on 23<sup>rd</sup> June 2026** Late-bids will be rejected. Bids will be opened soon after closing in the presence of the bidders' representatives, who nominate to attend.
7. Bid shall be valid from **23<sup>rd</sup> June 2026 to 11<sup>th</sup> August 2026 (49 days)**
8. All Bids shall be accompanied by a bid security of **Rs. 1500.00** Bid security 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 from **23<sup>rd</sup> June 2026 to 8<sup>th</sup> September 2026 (77days)** Cash Bond also could be submitted (Bidder Could pay cash to cashier, SLLDC and attach receipt to the bid).
9. Bidders are instructed to clarify any matter regarding this contract by,

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

Tel- 0112866832  
Fax- 0112871637  
Web - [www.landdevelopment.lk/](http://www.landdevelopment.lk/)

## FORM OF BID

**Name of Contract: Supplying and Laying of Floor Carpet for chief legal officer's room of Sri Lanka Land Development Corporation at Rajagiriya**

Gentlemen:

1. Having examined the Standard Bidding Document – Procurement of Works – Minor Contacts (ICTAD/SBD/O3 – Second Edition, January 2007) Specifications, Drawings and Bills of Quantities and Addenda for the execution of the above named work, we the undersigned the offer to execute and complete such works and remedy any defect therein in conformity with the aforesaid conditions of Contract, Specifications, Drawings, Bill of Quantities and addenda for the sum of Sri Lankan Rupees. ....(SLR... Excluding Taxes) or such other sums as may be ascertained in accordance with the said Conditions.
2. I/We acknowledge that the Contract Schedule forms part of our Bid.
3. I/We undertake, if our Bid is accepted, to commence the Works as soon as is reasonably possible after the receipt of the Engineer's notice to commence, and to complete the whole of the works comprised in the Contract within the time stated in the Contract Data.
4. I/We agree to abide by this Bid until the date specified in ITB Clause 16.....[insert date], and it shall remain binding upon us and may be accepted at any time before that date.
5. Unless and until a formal Agreement is prepared and executed this Bid, together with your written acceptance thereof, shall constitute a binding Contract between us.
6. I/We understand that you are not bound to accept the lowest or any bid you may receive.
7. I/We certify/confirm that we comply with the eligibility requirements as per ITB Clause 3 of the Bidding Documents.

Dated this ..... day of .....20..... Signature.....in the capacity of ..... duly authorized to sign bids for and on behalf of .....  
*(in block capitals or typed)*

Signature: .....

Address: .....

Witness: .....

**Section - 5**

**BIDDING DATA AND CONTRACT DATA**

## BIDDING DATA

1. The Employer is  
  
Name : Sri Lanka Land Development Corporation  
  
Address : No.03, Sri Jayawardanapura Mawatha, Welikada, Rajagiriya.
2. The Works consists of : Supplying and Laying of Floor Carpet for Chief Legal Officer's Room of Sri Lanka Land Development Corporation at Rajagiriya  
  
Location at : Welikada, Rajagiriya
3. Commencement Date : Date of commencement shall be **07** days from the letter of acceptance.
4. Time for Completion : Intended Completion Date is **3** days from the Commencement date.(Including Holidays)
5. The following information shall be provided : (a) Detail of Company Registration  
  
(b) VAT Registration number
6. The Bid shall be submitted to: : Chairman,  
Department Procurement Committee,  
C/o Deputy General Manager (Supplies& Stores)  
Sri Lanka Land Development Corporation,  
No.03, Sri Jayawardanapura Mw.,  
Welikada, Rajagiriya.
7. The deadline for submission of Bids shall be on or before **13.30 Hrs on 23<sup>rd</sup> June 2026** The Bids will be opened immediately thereafter at the above address (5)
8. The amount of Performance Security is 5% of the Initial Contract Price from a reputed commercial bank or Construction Guarantee Fund and It shall be irrevocable. It shall be valid until 28 days beyond the expiry date of the Intended Completion date.
9. 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  
The contract is not subjected to price adjustment
10. Award of Contract : SLLDC reserves the right to accept or reject any Bid.

12. SLLRDC reserves the right to increase or decrease the BOQ quantity by 10% without any change to the unit price.
13. Bidders are instructed to clarify any matter regarding the above contract by contacting Deputy General Manager (Construction), Sri Lanka Land Development Corporation, Tel: 011- 2862438, Fax:011-2867516.
14. The bidders are instructed to inspect the site before pricing.
15. Work to be proceed after inspection of samples (colour, quality) and approval by the Engineer.  
**(Samples to be provided with the Bid)**
16. Electricity required for the work will be provided by the SLLDC.
17. Accommodation will not be provided.

## **CONTRACT DATA**

*(Please note that the Clause nos. given hereunder are that of Conditions of Contract)*

(1.1.8) The Employer is

Name : **Sri Lanka Land Development Corporation**

Address : **No. 3, Sri Jayawardenapura Mawatha, Welikada, Rajagiriya**

Name of Authorized Representative : **General Manager (SLDC)**

(1.10) The Engineer is

Name : **General Manager/ SLDC**

Address : **No. 3, Sri Jayawardenapura Mawatha, Welikada, Rajagiriya**

Name of Engineer's Representative : **DGM (Construction)**

(1.1.21) The Work consists of

Supplying And Laying Of Floor Carpet For Chief Legal Officer's Room Of Sri Lanka Land Development Corporation At Rajagiriya

The site is located at **Welikada, Rajagiriya**

(1.1.14) The Intended Completion Date for the whole of Works **3 Days from the start date.**  
**(Including Holydays)**

(4.4) The Performance Security shall be **5** % of the Initial Contract Price.

(6.4) Liquidated Damage : **Rs 3,500** per day

Maximum amount of Liquidated Damage: **10% of Initial Contract Price.**

(8.1) The Defects Liability Period is 365 Days.

(10.3) The retention from each payment shall be **10** % of the certified work done.

The limit of retention shall be **05** % of the Initial Contract Price.

(13.1) Minimum Insurance Cover per occurrence is **Rs. 1,000,000.00** and Number of occurrence shall be unlimited.

## **LABOUR DISCIPLINE & BEHAVIOUR**

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, copies of National Identity cards) to be submitted to the Project Engineer.
3. The project Engineer reserves right to dismiss any kind of manpower who is not suit the site in any ways.
4. Contractor should not allocate 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. Project Engineer reserves right to fully or Partial payment of the bill with considering the work done, specifications & Drawings.
4. All the payment will be made with cross cheques by the Snr. Accountant (Payment) of the Finance Division, 3<sup>rd</sup> Floor at SLLDC Head Office.

**Section - 7**  
**BILL OF QUANTITIES**

**SRI LANKA LAND DEVELOPMENT CORPORATION**

**BILL OF QUANTITIES**

**SUPPLYING AND LAYING OF FLOOR CARPET FOR CHIEF LEGAL OFFICER'S ROOM OF SRI LANKA LAND DEVELOPMENT CORPORATION AT RAJAGIRIYA**

Item No	Description	Qty	Unit	Rate (Rs.)	Amount (Rs.)
	<p><b>Note:-</b></p> <ul style="list-style-type: none"> <li>• Floor carpet should complete with all surface preparation, backing, finishing, under layer and accessories.</li> <li>• Samples of floor carpet material shall be submitted and approval obtained from the Engineer prior to the commencement of the work.</li> <li>• This is a Measure &amp; Pay Contract.</li> </ul>				
01	Removing of existing carpet and prepare the surface for new carpet as per the Engineer's instructions.		Lsum		
02	Supplying & Laying 20 Ounce Loop Pile (100% Polypropylene) Floor carpets. Rate should include surface preparation, backing, finishing, 5mm under laying and fixing of all necessary accessories.	20.00	m <sup>2</sup>		
	<b>Sub Total I</b>				
	<b>Add Contingencies 10%</b>				
	<b>Grand Total</b>				
	<b>18% VAT (Reg No ..... )</b>				
	<b>Total (In.VAT)</b>				

Total amount in words:

Rupees.....

.....  
Signature of Bidder

Name :.....

NIC No :.....

Tel. No. :.....

Address :.....

.....  
Seal

**Witness:**

1. Signature : .....

Name :.....

NIC No :.....

Address :.....

2. Signature : .....

Name :.....

NIC No :.....

Address :.....

## Section – 9

### STANDARD FORMS [BID]

*Notes on Standard Forms:*

- Bidders shall submit the completed Form of Bid Security as appropriate in compliance with the requirements of the bidding documents.
- Bidders should not complete the Form of Agreement at the time of preparation of bids.
- The successful bidder will be required to sign the Form of Agreement, after the award of contract.
- Any corrections or modifications to the accepted bid resulting from arithmetic corrections, acceptable deviations, or quantity variations in accordance with the requirements of the bidding documents should be incorporated into the Agreement.
- The Form of Performance Security, Form of Advance Payment Security and Form of Retention Money Guarantee should not be completed by the bidders at the time of submission of bids.

## FORM OF BID SECURITY

[This 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: Chairman, Sri Lanka Land Development Corporation  
No. 03, Sri JayawardenapuraMawatha, Welikada, Rajagiriya

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] (hereinafter called "the Bidder") has submitted to you its bid dated .....[insert (by issuing agency) date] hereinafter called "the Bid") for the execution of [insert name of Contract] under Invitation for Bids No. ....[insert IFB number]("the IFB").

Furthermore, we understand that, according to your 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 word] upon 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 Ridden (hereinafter "the ITB") of the Ira; or
- c) Having been notified of the acceptance of its Bid by the Employer/Purchaser during the period of bid validity, (i) tills or refuses to execute the Contract Form, if required, or (ii) fails or refuses to furnish the Performance Security, in accordance with the ITS.

This Guarantee shall expire: (a) lithe Bidder is the successful bidder, upon 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, upon the earlier of (i) the successful bidder furnishing the performance security, 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.

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Signature of authorized representatives (s)