



Invitation for Quotations for Provision of Cleaning Services

Sealed quotations are invited from reputed cleaning services providing institutions possessing the Business Registration Certificate and registered for 02 years to the Head Office Complex of the Sri Lanka Bureau of Foreign Employment and to Service Centers mentioned below functioning under it.

1. To the Head Office located at No. 234, Denzil Kobbekaduwa Mawatha, Koswatta, Battaramulla.
2. Office located at No. 553/1, New Kandy Road, Talangama North, Battaramulla.
3. Mathugama Emigration Resources Center, Bandaranayake Mawatha, Mathugamawatta, Mathugama.
4. Sahana Piyasa Center, No. 101, 5/3, Negombo Road, Katunayake.
5. Badulla Emigration Resources Center, No. 202, Badulla Road, Hali Ela.
6. Sabaragamuwa Provincial Office and Resources Center, No. 89/6, Vidyala Mawatha, New Town, Hidellana, Ratnapura.
7. Kurunegala Provincial Office, No. 235/35, Vijayaba Mawatha, Negombo Road, Kurunegala.
8. Anuradhapura Provincial Office, Vaan Ela Housing, Abaya Place, Anuradhapura.
9. Kandy Provincial Office, No. 353, Colombo Road, Kehelwatta, Kiribathkumbura, Kandy.
10. Tangalla Emigration Resources Center, Yayawatta, Godigamuwa, Tangalla.
11. Dambulla Training Center, No. 03, Nishanka Mawatha, Dambulla.
12. Galle Training Center, No. 147, Pettigalawatta, Galle.
13. Polonnaruwa Training Center, No. 63, Nerw Town, Ratnapura.
14. Vavuniya Provincial Office, No. 56, Vairavar Kovil Road, Vavuniya.
15. Ampara Training Center, No. 23/58 A, Gemunupura, Ampara.
16. Trincomalee Training Center, No. 344, near Timber Corporation, Kandy Road, 04 Post, Trincomalee.
17. Kataragama Tourist Bungalow, Rajamawatha, Kandasurindugama, Kataragama.
18. Mattala Airport Unit, Rajapaksha International Airport, Mattala.
19. Katunayake Airport Unit, Bandaranaike International Airport, Katunayake

Bid documents will be obtained from the Manager - Procurements after submitting the receipt obtained from the Shroff at the head office for payment of a non-refundable sum of Rs. 10,000.00. (Should call over with a letter of request on a company letterhead for making payments). Bids should be submitted in two copies. Bid documents will be issued on working days of the week from **23.11.2020** up to **15.12.2020** between **9.00 a.m.** and **3.00 p.m.**

The words "**Provision of Cleaning Services - 2021-2023**" should be marked on the top left-hand corner of the envelope containing the bids and should be inserted in the Tender Box kept in the General Manager's Division at the Head Office on the 02nd Floor of the Sri Lanka Bureau of Foreign Employment located at No. 234, Denzil Kobbekaduwa Mawatha, Koswatta, Battaramulla or could be sent by registered post to be received before the opening of bids. Accepting of bids will close at **10.00 a.m.** on **16.12.2020** and they will be opened immediately thereafter. Bids received late will be rejected. The bidder or his authorized representative could be present on this occasion. The right to accept bids or to reject same lies with the Chairman of the Departmental Procurement Committee.

**Chairman,
Departmental Procurement Committee,
Sri Lanka Bureau of Foreign Employment,
No. 234, Denzil Kobbekaduwa Mawatha,
Koswatta, Battaramulla.**

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