

DISTRICT SECRETARIAT AMPARA

PROCUREMENT NOTICE

INVITATION FOR BIDS FOR JANITORIAL, CLEANING & SECURITY SERVICES 2026

01. The Chairman, Department Procurement Committee (DPC), on behalf of the District Secretariat Ampara, now invites sealed bids from eligible and qualified bidders for the provision of the services listed below for the 2026

SN	Details of service	Eligibly	Non refundable fees	Bid security
01	Procurement of cleaning service	03 year experience	2,500.00	50,000.00
02	Procurement of security service	03 year experience	2,500.00	80,000.00

02. **Bidding Process:** Bidding will be conducted through the National Competitive Bidding (NCB) procedure.

03. **Eligibility Requirements:**

- Bidders must have a valid Business Registration or be registered under the Companies Act of Sri Lanka.
- For Security Services, bidders must possess valid approval from the Ministry of Defense.
- Bidders must not have been blacklisted.

04. **Bidding Documents:**

- Interested bidders may obtain further information and inspect procurement documents at the **Financial Branch, District Secretariat Ampara**, from **19.03.2026 to 06.04.2026** during working hours
- Documents can be purchased from **19.03.2026 to 06.04.2026** during 09.00 Hrs. to 15.00 Hrs upon submission of a written application to the District Secretary Ampara and payment of the non-refundable fee in **cash**.

05. **Bid Submission:**

- Sealed bids must be delivered to the **District Secretary, District Secretariat Ampara**, on or before **10:30 AM on 07.04.2026**.
- Late bids will be rejected.
- All bids shall be accompanied by a Bid-Security as per above table and it shall be valid up to **21.07.2026**

06. **Bid Opening:** Bids will be opened soon after bid close in the presence of the bidders' representatives who choose to attend. bidder or authorized person of bidder should produce the national identity card / valid pass port / valid driving license and power of delegation to verify his or her name at any time of opening bids

07. The Department Procurement Committee's decision shall be final. The District Secretary reserves the right to accept or reject any bid without assigning any reason.



District Secretary,
Chairman,
Department Procurement Committee,
District Secretariat, Ampara.

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