



National Gem And Jewellery Authority

Ministry of Industries



INVITATION FOR BIDS (IFB)

Office Building on Rent / Lease in Colombo city for 02 Years

BID NO – NGJA/18/57 - 2023

The Chairman, Procurement Committee on behalf of the National Gem And Jewellery Authority invites sealed Bids from eligible and qualified bidders for the Supply of a building for a Rent or Lease with a space between 25000-32000 sq.ft. Facing a main road or close to a main road, in Colombo city limits to be used as Head Office. Premises should be available with electricity, water supply and drainage facilities and parking space for about 25 vehicles.

Conditions

- (i) Bidding will be conducted through National Competitive Bidding (NCB) procedure.

Description of the Procurement	Price & Date
Applicable non-refundable document fee	Rs. 12,500.00 +2.5% SSCL +15%VAT
Value of the Bid Bond to be submitted	Rs.1,000,000.00
Last date & time of accepting Bid documents	25.08.2023 at 02.00 p.m.
Date & Time of Opening	25.08.2023 at 02.15 p.m.

- (ii) Bid Documents could be obtained from the Assistant Director (Procurement), Supplies Division, National Gem And Jewellery Authority, No 12, "Macksons Tower", Alfred House Gardens, Colombo 03, and upon payment of a non-refundable fee of Rs.12,500.00 +2.5% SSCL (Rs.312.50) + 15% VAT (Rs.1,921.87)= Total Rs.14,734.37 on normal working days between 9.00 a.m. to 3.00 p.m. from 04.08.2023 to 24.08.2023 the method of payment will be in cash.
- (iii) Only the owners of the premises shall submit their offers. All offers should include full details including expected lease / rent amount, terms and conditions with copies of the title deed, survey plan and building plan approved by the Municipal council.
- (iv) Bids must be sent to the following address under registered post or deposited in the Tender Box available at Supplies Division not later than 2.00 p.m. on 25.08.2023 Please indicate "Office Building for NGJA Head Office-2023" on the top Left hand Corner of the Sealed Envelope.
- (v) Sealed Bid Documents should be accompanied by bank guarantee / bid bond for the value relevant to the bid documents as indicated above and issued by a Commercial Bank and valid for a minimum period of 119 calendar days from the date of opening of bids (From 25.08.2023 to 21.12.2023)
- (vi) Bids will be opened at 2.15 p.m. on 25.08.2023. The bids received after 2.00 p.m. will be rejected and returned unopened. The bidder or his representative may participate at the bid opening.

Further details:

Asst.Director (Procurement) - 071-536 2 536

Chairman - Procurement Committee

National Gem And Jewellery Authority

12, "Macksons Tower", Alfred House Gardens, Colombo 03,

Tele: 011-2 329 295, 2 325 364, and 2 390 645 - 8 Fax: 011-2 320 758, 011-2 332 197

Web site: www.ngja.gov.lk.