THE DEMOCRATIC SOCIALIST REPUBLIC OF SRI LANKA

MINISTRY OF INDUSTRY AND ENTREPRENEURSHIP DEVELOPMENT

INDUSTRIAL DEVELOPMENT BOARD OF CEYLON

BIDDING DOCUMENTS

FOR

Washrooms Renovation at Industrial Estate Achchuweli

CONTRACT NO: T/28/2026

BID SUBMITTED BY

……

IDB SUPPLY

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IDB SUPPLY

Invitation for Bids

Ministry of Industry and Entrepreneurship Development

INDUSTRIAL DEVELOPMENT BOARD OF CEYLON

1. The Chairman, Department Procurement Committee, on behalf of the Industrial Development Board of Ceylon now invites sealed bids from eligible and qualified bidders for the tenders as described below.

No	Name of the contract	Non refundable fee (Rs)	Bid security requirements (Rs)	Required CIDA grade	Place of issuing documents & contact number	Closing date and time
T/28 /2026	Washrooms Renovation at Industrial Estate Achchuweli	Rs. 1200/=	Rs. 6000/=	C9 or Above	Supplies Division – IDB No 615, Galle Road, Katubadda, Moratuwa TP :- 011 260 7004	20/11/2026 at 11.30 a.m.

2. Bidding will be conducted through National Competitive Bidding Procedure (NCB) and this contract should be done according to civil engineer's instructions and CIDA standard. Estimate amount 0.35 Mn
3. To be eligible for contact award the successful bidder shall not have been blacklisted and shall be registered in the field of building construction for grades with the Construction Industry Development Authority (CIDA) valid until the date closing of the bids. Further the registration should be valid at the date of award.
4. Interested bidders may obtain further information from the Assistant Director (Supplies) Supply Division, Industrial Development Board of Ceylon, No. 615, Galle Road, Katubedda, Moratuwa and inspect the Bidding Documents at the place of issuing documents on any working day between 9.00 hrs. to 15.00 hrs., Contact number 011 2607004 (Assistant Director Supplies)
5. A complete set of bidding documents in English Language may be purchased by interested bidders on submissions of written application to the Chairman, Procurement Committee, Industrial Development Board of Ceylon, No. 615, Galle Road, Katubedda, Moratuwa from 06-11-2026 until 19-11-2026 between 09.00 Hrs and 15.00 Hrs on normal working days upon payment of a non-refundable above-mentioned fee. The method of payment will be by cash.
6. Bids (Original & Duplicate) shall be place in to the tender box at Industrial Development Board, Head Office, Katubedda, Moratuwa or sent by delivered or sent by registered post to the Chairman, Procurement Committee, Industrial Development Board of Ceylon, No. 615, Galle Road, Katubedda, Moratuwa to reach on or before 11.30 a.m. on the closing dates mentioned in the schedule 20-11-2026 (closing date) Bids will be opened soon after closing at Head office Board room in Industrial Development Board of Ceylon, No. 615, Galle Road, Katubedda, Moratuwa in presence of the bidders' representatives who choose to attend. The name & the tender number should be mentioned on the top left-hand corner of the envelope containing the bid.
7. Bids shall be valid for a period of 49 days from the last date fixed for receiving of bids or any extended period.

The Chairman,
Procurement Committee
Industrial Development Board of Ceylon
No. 615, Galle Road, Katubedda,
Moratuwa.
Tel /Fax – 011-260700

IDB SUPPLY

SECTION - 1

INSTRUCTIONS TO BIDDERS

Notes:

Instruction to bidder applicable to this that given in standard Bidding document for procurement of work minor contract, **ICTAD publication ICTAD/SBD/03 second edition 2007 published by the CIDA**

Instructions to Bidder shall be read in conjunction with the Section 5 – Schedule given in Volume 2, which shall take precedence over Instruction to Bidders.

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

Bidders are advised to consider the information printed in blue color in the document as a checklist, when preparing their bids. However, it is the responsibility of the bidders to comply with all the requirements given in the bidding document.

IDB SUPPLY

SECTION - 2

STANDARD FORMS (CONTRACT)

- ***Agreement***
- ***Advance Payment Security***
- ***Performance Security***

IDB SUPPLY

FORM OF AGREEMENT

This AGREEMENT made the ..... *[day]* of ..... *[month]* 20 ..... *[year]*, between ....*[name and address of Employer]* (hereinafter called and referred to as "the Employer"), of the one part, and .... *[name and address of Contractor]* (hereinafter called and referred to as "the Contractor"), of the other part:

WHEREAS the Employer desires that the Contractor execute .... *[name and identification no of Contract] (hereinafter called and referred to as "the Works")* and the Employer has accepted the Bid by the Contractor for the execution and completion of such Works and remedying of any defects therein.

The Employer and the Contractor agree as follows:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Contract hereinafter referred to.
2. In consideration of the payments to be made by the Employer to the Contractor as indicated in this Agreement, the Contractor hereby covenants with the Employer to execute and complete the Works and remedy any defects therein in conformity in all respects with the provisions of the Contract.
3. The Employer hereby covenants to pay the Contractor in consideration of the execute and complete the Works and remedy any defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

In Witness whereof the parties hereto have caused this Agreement to be executed the day and year aforementioned, in accordance with laws of Sri Lanka.

. . . . . .

Authorized signature of Contractor

COMMON SEAL

. . . . . .

Authorized signature of Employer

COMMON SEAL

In the presence of:

Witnesses:

1. Name and NIC No. .....
   Signature .....
   Address .....

2. Name and NIC No. .....
   Signature .....
   Address .....

1. Name and NIC No. .....
   Signature .....
   Address .....

2. Name and NIC No. .....
   Signature .....
   Address .....

IDB SUPPLY

FORM OF PERFORMANCE SECURITY

(Unconditional)

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

Beneficiary: Chairman, Industrial Development Board (hereinafter called and referred to as "the Employer") 615, Galle Road, Katubedda, Moratuwa.

Date: ……

PERFORMANCE GUARANTEE No.: ……...

We have been informed that ……..... *[Name of Contractor]*
(hereinafter called, "the Contractor") has entered into Contract No **T/28/2026** dated ……. with you, for the "Washrooms Renovation at Industrial Estate - Achchuweli"

(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]*, upon receipt by us of your first demand in writing accompanied by a written statement stating that the Contractor is in breach of its obligation(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 …….2026 *[28 days beyond the expiry of the intended completion date]* and any demand for payment under it must be received by us at this office on or before that date.

…….
Name, Signature and the Seal of the Agency:
Name of the Organization ……
Designation ……
Date: …….

Witness:
Name …… NIC No ……..……..… Signature…….…….….
Name …… NIC No ……..……..… Signature…….…….…

IDB SUPPLY

FORM OF ADVANCE PAYMENT SECURITY

……..……..
[Name and address of Agency, and Address of Issuing Branch or Office]

Beneficiary: Chairman, Industrial Development Board (hereinafter called and referred to as "the Employer") 615, Galle Road, Katubedda, Moratuwa.

Date: ……

ADVANCE PAYMENT GUARANTEE No.……….

We have been informed that ……... *[name of Contractor]* (hereinafter called, "the Contractor") has entered into Contract No: **……** *dated* ……2026, with you, for the **……** (hereinafter called "the Contract").

Furthermore, we understand that, according to the Conditions of the Contract, an advance payment in the sum …….*[amount in figures]* (……..) *[amount in words]* is to be made against an advance payment guarantee.

At the request of the Contractor, we …… *[name of Issuing Agency]* hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of ……..……*[amount in figures]* (…….) *[amount in words],* upon receipt by us of your first demand in writing accompanied by a written statement stating that the Contractor is in breach of its obligation in repayment of the advance payment under the Contract.

The maximum amount of this guarantee shall be progressively reduced by the amount of the advance payment repaid by the Contractor.

This guarantee shall expire on ……..*[insert the date, 28 days beyond the Time for Completion]*

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

……..

Name, Signature and the Seal of the Agency:
Designation …….
Name of the Organization ……...
Date: ……

Witness:
Name …… NIC No ……..……..…Signature ……..……..……..
Name …… NIC No ……..……..…Signature ……..……..……..

IDB SUPPLY

SECTION - 3

CONDITIONS OF CONTRACT

1. Conditions of Contract applicable to this contract are those given in Section 03, Conditions of Contract of the standard Bidding Document, for the "Procurement of Works" published by Construction Industry Development Authority, "Savsiripaya", No 123, Wijerama Mawatha, Colombo 07 (Publication No. CIDA/SBD/03).

2. Conditions of Contract shall be read in conjunction with Section 05, which shall take precedence over the Conditions of Contract.

3. Execute the works in accordance with this standard bidding document to the satisfaction of the Employer.

IDB SUPPLY

SECTION - 4

FORM OF BID AND QUALIFICATION INFORMATION

IDB SUPPLY

FORM OF BID

Name of Contract: “Washrooms Renovation at Industrial Estate - Achchuweli” - T/28/2026

To:

Gentleman,

1. Having examined the Conditions of Contract given in the Standard Bidding Document – Procurement of Works – Minor Contracts ICTAD/SBD/03 second edition, January 2007), Schedule, Specifications, Drawings and Bills of Quantities and Addenda for the execution of the above-named Works, we/I undersigned, offer execute and complete such Works and remedy and defect therein in conformity with the aforesaid Conditions of Contract, Schedule, Specification Drawings, Bills of Quantities and Addenda for the sum of Sri Lankan Rupees……..…. (LKR…….) or such other sum as may be ascertained in accordance with the said Conditions.

2. We/I acknowledge that the Schedule forms part of our Bid.

3. We/I undertake, if our Bid is accepted, to commence the Works as stipulated in Schedule, and to complete the whole of the Works comprised in the Contract within the time stated in the Schedule.

4. We/I agree to abide by this Bid for the period of ……. (*insert number of days) days* from the date fixed for receiving or any extended period and it shall remain binding upon us and may be accepted at any item before the expiration of that period.

5. Unless and until a formal Agreement is prepared and executed this Bid, together with your written acceptance thereof, shall constitute of binding contract between us/me.

6. We/I understand that you are not bound to accept the lowest or any Bid you may receive.

Date this ……. Day of ……. 20….. in the capacity of …….. duly authorized to sign tenders for and on behalf of …….

(IN BLOCK CAPITALS)

Signature: ……

Address: ……

Witness: ……..

IDB SUPPLY

QUALIFICATION INFORMATION

(to be completed by the bidder and submitted with the Bid)

	Eligibility Requirement	**Bidder's Qualification**
ICTAD Registration		
Registration number		
Grade	*ICTAD Grading* – / C9 or Above	
Specialty	*Similar experience as mentioned in IFB*	
Expiry Date		
Blacklisted Contractors		
Have you been declared as a defaulted contractor by NPA or any other Agency?		**Yes/No**
IF yes provide details		
VAT Registration Number		
Construction Program	(attach as annex)	
Legal status	Public company/Private Company/Sole proprietor	

	Bidder's Qualification
Qualification and experience of key staff	Proposed by bidder (Name, experience, and Qualifications)
	1.
	2.
	3.
List Other information required	Attach as Annex

Signature of the Bidder : ……..

IDB SUPPLY

Specific Past Construction Experience of Similar Work with in last Five Years. (Experience Certificate Should be attached with the Bidding Document)			
Description of Project and Client		**Year**	**Value of the Project**
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

Signature of the Bidder : ……

Company Seal : ……

IDB SUPPLY

Qualifications and experience of key site management and technical personnel proposed for the Contract;

Staff position	Minimum Academic Qualification	Minimum Experience
1 No Technical Officers – Civil part time	NDT or equivalent Technical Qualifications acceptable to the Client	2 years' experience in building construction field
1 No Work Supervisor (Full Time)	NCT or equivalent Technical Qualifications acceptable to the Client	1 years' experience in building construction field

IDB SUPPLY

SECTION - 5

SCHEDULE

IDB SUPPLY

SCHEDULE

ITB Clause	Conditions of Contract Clause	Item	Data
1	1.1.8	Employer	**Chairman,** **Industrial Development Board 615,** **Galle Road, Katubedda, Moratuwa.**
	1.1.10	Engineer is:	**Director Engineering,** **Industrial Development Board 615,** **Galle Road, Katubedda, Moratuwa.**
			"Washrooms Renovation at Industrial Estate - Achchuweli"
1	1.1.14	Intended Completion Date	Intended Completion Date is 45 Days from the start Date
			The office for Collection of Bid Document
			Assistant Director, Supply Division **Industrial Development Board** **615, Galle Road, Katubedda,** **Moratuwa.**
2.		Source of Funds	The source of funds is GOSL
4.		Eligibility	Provide the all information requested in the **Section 4-** Form of Bid and Qualification Information.
11.		Language of Bid	The language of the bidding document shall be English

IDB SUPPLY

ITB Clause	Conditions of Contract Clause	Item	Data
12.		Documents of the Bid	Any other information…….
13.	10.10	Price Adjustment	Not Applicable
16.		Bid Security/ Securing Declaration	Bid shall include a bid Security: • Amount of bid security shall be LKR *6,000/=* • Unconditional Bank Guarantee issued by a commercial bank approved by the Central Bank of Sri Lanka) included in Section 9, Standard Forms. or Refundable Cash Deposit. • The bid security shall be valid up to Closing date + 49days + 28 days
		Deadline for Submission of Bids	The Deadline of submission of bids shall be 20-11-2026 at **11.30** a.m.
31.	4.4	Performance Security	Amount of Performance Security required is **5 %** of the Initial Contract Price. The form acceptable is Unconditional Guarantee and Performance Guarantee shall be a Bank Guarantee issued by a commercial bank approved by the Central Bank of Sri Lanka
	6.4	Late Completion	The amount to be paid is 1/1000 of initial Contract Price per Day, subjected to maximum of **10 %** of Initial Contract Price.
	8.1	Defects Liability Period	The Defects Liability Period is **1 Year**

IDB SUPPLY

ITB Clause	Conditions of Contract Clause	Item	Data
	10.3	Retention	The retention from each payment shall be **10%** Of the certified work done The maximum amount of retention is **5%** of Initial Contract Price.
	10.12	Advance Payment	The amount of advance shall be equivalent to **20%** of the Initial Contract Price (less provisional sums and contingencies);
	13.1 (a)	Insurance, Cover	The minimum cover of insurance of the works and of plant and material is **110%** of initial contract price
	13.1 (b)		The cover for loss or damage to equipment is contactor's responsibility
	13.1 (c)	Insurance, third party	Minimum amount for the third-party insurance is Rupees **1,000,000.00**
	13.1		Insurance for contactor's personal The minimum cover for insurance of the works and of plant and materials is **110%** of initial contract price
	1.1.11	Adjudicator	Fees and types of reimbursable expenses to be paid the Adjudicator shall be on a case basis and shall be shared equally the Contractor and the Employer

IDB SUPPLY

SECTION - 6

SPECIFICATION

IDB SUPPLY

SPECIFICATION

Fallowing standard specification published by ICTAD/CIDA to be followed

SCA/4 - Building work (Vol 1)

SCA/4 /ii - Building work (Vol ii)

IDB SUPPLY

SECTION - 7

BILL OF QUANTITIES

IDB SUPPLY

GOVERNMENT OF THE DEMOCRATIC SOCIALIST REPUBLIC OF SRI LANKA

INDUSTRIAL DEVELOPMENT BOARD OF CEYLON

WASHROOMS RENOVATION AT ACHCHUVELI I.E

BILL OF QUANTITIES

Industrial Development Board of Ceylon
615 Galle road ,
Katubedda
Moratuwa

INDUSTRIAL DEVELOPMENT BOARD OF CEYLON

WASHROOMS RENOVATION AT ACHCHUVELI I.E

BILL OF QUANTITIES

ITEM No.	BSR	DESCRIPTION	UNIT	QTY.	RATE	AMOUNT
		Before Estimating , it is Necessary to Obtain the Engineering Advice and make site visit.				
		OFFICE WASHROOM NO-01				
1		Washroom cleaning				
		Cleaning commode using toilet bowl cleaners, Cleaning floor and wall tiles with tile cleaners, Cleaning wash basin.	ITEM			
2	Z90+	Remove existing flush tank/cistern shut-off valve and flexible hose; supply and install new shut-off valve and flexible hose.	No.	1		
3		Supply & installation of new PVC plumbing connection to hand bidet with all required accessories.	Ft	15		
4	Z91+T20	Remove existing Hand Bidet, Supply & installation of new Hand Bidet	No.	1		
5	S 05+	Remove existing water closet and other flushing tank, Supply and fix white vitreous china (vc) floor standing close coupled semi back to wall water closet suite with wash down flushing with 6/3 liters dual flushing has horizontal outlet with vario drain bend and two lateral holes for bottom water connection , P trap, cistern with water inlet from rear of "Rocell" brand or approved equivalent complete to working order inclusive of universal bend . Prime cost of the water closet, tank and seat cover is Rs.48,698.00	No.	1		
6	Z91+	Remove existing wash basin shut-off valve and Flexible hose; supply and install new shut-off valve and Flexible hose.	No.	1		
7		Remove existing floor trap/drain plumbing at toilet pit and supply & install new floor trap, PVC pipes, and fittings connecting to the toilet pit to keep smooth water flow.	P.S			30,000.00
			TOTAL-1			
		OFFICE WASHROOM NO-02				
1		Washroom cleaning				
		Cleaning commode using toilet bowl cleaners, Cleaning floor and wall tiles with tile cleaners, Cleaning wash basin.	ITEM			
2		Remove existing floor trap/drain plumbing and supply & install new floor trap, PVC pipes, and fittings connecting to the toilet pit to keep smooth water flow.	P.S			20,000.00

WASHROOMS RENOVATION AT ACHCHUVELI I.E
BILL OF QUANTITIES

ITEM No.	BSR	DESCRIPTION	UNIT	QTY.	RATE	AMOUNT
3		Remove existing commode plumbing and supply & install new floor trap, PVC pipes, and fittings connecting to the toilet pit to keep smooth water flow.	P.S			30,000.00
4		Remove existing flush tank/cistern and install new cistern with all required accessories.	NO.	1		
5		Remove existing flush tank/cistern shut-off valve and flexible hose; supply and install new shut-off valve and flexible hose.	No.	1		
7		Supply & installation of new Hand Bidet with all required accessories.	No.	1		
8		Remove existing wash basin shut-off valve and Flexible hose; supply and install new shut-off valve and Flexible hose.	No.	1		
9		Supply & installation of new PVC plumbing connection to hand bidet and wash basin with all required accessories.	Ft.	30		
10		Remove Existing commode seat and install new commode seat.	No.	1		
			TOTAL-2			
		SECURITY WASHROOM				
1		Washroom cleaning				
		Cleaning floor and wall tiles with tile cleaners, Cleaning wash basin	ITEM			
2		Supply & installation of new Hand Bidet with all required accessories.	No.	1		
3		Remove existing Bib Tap, Supply & installation of new Bib Tap	No.	1		
4	S14	Supply and fix squatting pan with foot rest with p trap of "Rocell"Brand or approved equivalent comple to working order. Prime cost of the squatting pan with foot resr with p trap is Rs.10 169.	NO.	1		
5		Supply & installation of new PVC plumbing connection to Bib Tap all required accessories.	Ft	10		
6		Fixing Existing Door with proper accessories	No.			
7		Supply & installation of new PVC plumbing connection to wash basin all required accessories.	Ft	10		
			TOTAL-3			
		Removal of existing concrete drainage				
1		Removal of a section (0.6*0.6*0.1) existing concrete drainage system with proper tools without damaging the existing drainage.	No.	1		
			TOTAL-4			
		SUB TOTAL 1 (TOTAL 1+2+3+4)				

INDUSTRIAL DEVELOPMENT BOARD OF CEYLON

WASHROOMS RENOVATION AT ACHCHUVELI I.E

BILL OF QUANTITIES
GRAND SUMMERY

Index No.	From Page	Amount	
		Rs.	Cts.
A	Sub-Total 1		
B	Total Provisional Sum		
C	Sub- Total 2 (A-B)		
D	Less Discount (if any)		
E	Sub- Total 3 (C-D)		
F	Physical Contingencies 10% of E		
G	Sub- Total 3 (B+E+F)		
H	VAT 18%		
I	Grand Total (B+E+F+H)		

IDB SC

Estimated Grand Total (including Provisional sum and excluding VAT) is Rs.

(…….....…

…….....)

……..……

Signature of bidder & Official seal

Date

Name & address of bidder

N.I.C. Number

Contact Number

SECTION - 8

STANDARD FORMS (BID)

IDB SUPPLY

FORM OF BID SECURITY

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

---------- *[inserting agency's name, and address of issuing branch or office]*

Beneficiary: Chairman, Industrial Development Board (hereinafter called and referred to as "the Employer") 615, Galle Road, Katubedda, Moratuwa.

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 words]*) 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 Bidders (hereinafter "the ITB"); or

(c) having been notified of the acceptance of its Bid by the Employer 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, 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.

_____

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

IDB SUPPLY