



MINISTRY OF INDUSTRIES

INDUSTRIAL TECHNOLOGY INSTITUTE (ITI)

BID NOTICE

INVITATION BIDS FOR SURGICAL AND HOSPITALIZATION

INSURANCE POLICY FOR THE YEAR 2024/2025

BID NO - SUP/SD/24/188

NATIONAL COMPETITIVE BIDDING (NCB) PROCEDURE

The chairman of the procurement committee of Industrial Technology Institute invites sealed bids from eligible and qualified bidders for providing **Surgical and Hospitalization Insurance Policy for ITI**. Bidding will be conducted through the National Competitive Bidding (NCB) procedure.

1. Bidders who have at least five years of experience in providing similar service to State Institutes may submit bids.
2. All eligible bids to be submitted should be with bid security of **Rs. 125,000/=** (One Hundred Twenty Five Thousand Rupees only) along with an unconditional guarantee obtained from a Commercial Bank approved by the Central Bank of Sri Lanka payable to the **Director General of Industrial Technology Institute**.
3. Interested eligible bidders may obtain further information from the Senior Supplies Officer, Supplies Section, Industrial Technology Institute, 503A, Halbarawa Gardens, Thalahoma, Malabe (Tel No:0112797314 or 0112797315, Fax No: 0112379832, e-mail: sso@iti.lk) and inspect the Bidding Documents free of charge at the Supplies Section.
4. A complete set of Bidding Document in English language may be collected by interested bidders on submission of a written request along with a non-refundable payment of **Rs. 4,000/=** by cash to the Director General, Industrial Technology Institute, No. 503A, Halbarawa Gardens, Thalahoma, Malabe on working days from **24.07.2024 to 12.08.2024 between 9.00 am to 3.00 pm**. Those who download the Bidding Document from the Institute website should be submit a Bank Draft or Deposit Slip of non-refundable deposit along with the bid. The bids received without a Bank Draft or Deposit Slip will be rejected. Bank details as follows,

Name of the Account	- Industrial Technology Institute
Bank & Branch	- BOC - Torrington
Account No	- 2323303
Invoice No/Bid No.	- SUP/SD/24/188

5. Bids must be addressed to the Director General, Industrial Technology Institute, No.503A, Halbarawa Gardens, Thalahoma, Malabe and the original and a copy of the Bidding Documents should be sent by registered post or put into the Tender Box available at **HR Section, Industrial Technology Institute, No. 503A, Halbarawa Gardens, Thalahoma, Malabe** under sealed cover, on or before **10.00 am on 13.08.2024**. Please mark on the top left hand corner of the envelope "**Bid No. and closing date of the Bid**". Late Bids will be rejected.
6. Valid Certificate of Registration obtained from the Registrar of Public Contracts, as prescribed in Public Contract Act, No 3 of 1987, if the contract exceeds **five million** rupees.
7. Bids will be opened in the presence of the bidders or their authorized representatives at Industrial Technology Institute, No. 503A, Halbarawa Gardens, Thalahoma, Malabe immediately after the closing of the bids.
8. Bid documents can be downloaded from the institute website of www.iti.lk
9. The decision of the Procurement Committee will be final at all determinations.

Chairman
Department Procurement Committee,
Industrial Technology Institute,
No.503A, Halbarawa Gardens,
Thalahoma,
Malabe.