



INVITATION FOR BIDS (IFB)



RENOVATION AND MODIFICATION OF THE OFFICE BUILDING OF NATIONAL INSTITUTE OF CO-OPERATIVE DEVELOPMENT, POLGOLLA

Contract No.:

1. The Chairman, Department Procurement Committee (DPC), on behalf of the National Institute of Co-operative Development, Polgolla, invites sealed bids from eligible and qualified bidders for the **renovation and modification of the Office Building and Underside Drain at the National Institute of Co-operative Development, Polgolla, Sri Lanka.**

The proposed works mainly consist of **civil works, roof works, electrical works and plumbing works**. The estimated cost of the works is **Sri Lankan Rupees Twelve Point Seven Million (LKR 12.70 Million)** and the intended construction period is **100 days**. The contract type shall be **Measure and Pay**.

2. Bidding will be conducted through the **National Competitive Bidding procedure**.
3. To be eligible for contract award, the bidder shall not have been blacklisted and shall satisfy the qualification requirements specified in the Bidding Document.

CIDA Registration:

- Specialty: Building /Civil works
- Grade: C-5, C-6 or C-7

4. The minimum qualification requirements include:

i. Average annual volume of construction work performed during the last five years shall be at least **LKR 19.05 million**.

ii. Experience in at least one contract of a similar nature and equivalent to the proposed civil works during the last five years.

iii. Minimum liquid assets and/or credit facilities, net of other contractual commitments, of **LKR 11.43 million**, made available exclusively for this project and addressed to the National Institute of Co-operative Development, Polgolla.

5. Interested bidders may obtain further information from the **Registrar, National Institute of Co-operative Development, Polgolla**, Telephone: **081-2498680/679**, and inspect the Bidding Documents at the address given below.

6. A complete set of Bidding Documents in English may be purchased by interested bidders upon submission of a written application to the **Director General, National Institute of Co-operative Development, Polgolla**, from **14 September 2026 to 27 September 2026**, from **09:00 hrs to 15:00 hrs**, upon payment of a **non-refundable fee of LKR 5,000.00**. Payment shall be made in cash.

7. Bids shall be submitted to:

Chairman of Procurement Committee
National Institute of Co-operative Development
Polgolla

on or before **14:30 hrs on 28 September 2026**.

The original and copy of the Bid shall be clearly marked and enclosed in one sealed envelope. The name of the project shall be clearly indicated on the top left-hand corner of the envelope. Bids may be sent by registered post or deposited in the Tender Box at the National Institute of Co-operative Development, Polgolla.

Late Bids will be rejected.

Bids will be opened immediately after the closing time in the presence of bidders' representatives who choose to attend.

8. Bids shall remain valid for **77 days** from the deadline for submission of Bids.
9. All Bids shall be accompanied by a **Bid Security of LKR 127,000.00**, in the form specified in the Bidding Document. The Bid Security shall be valid up to **10th January 2026**.

Pre-Bid Meeting

Date: 23 September 2026

Time: 10:00 hrs

Venue: National Institute of Co-operative Development, Polgolla

Address for Correspondence and Submission of Bids

Chairman of Procurement Committee
National Institute of Co-operative Development
Polgolla
Telephone: 081-2498680

