



# PRIME MINISTER'S OFFICE

## Invitation for Bids

### Supplying of Janitorial Services

**Procurement No. : PMO/PMD/02/01/15/18**

1. The Chairman of the Procurement Committee on behalf of the Prime Minister's Office, invites sealed bids from eligible and qualified bidders for supplying janitorial services for the premises of the Prime Minister's Office for the period of two years.

Bidders who provide the janitorial services to the Government or Private sector institutions having more than 250 employees are eligible to apply.

2. Bidding will be conducted through the National Competitive Bidding method.
3. A set of Bidding Documents may be purchased by interested bidders on submission of a written application to the Chief Accountant / Chief Procurement Officer of the Prime Minister's Office upon payment of a non-refundable fee of Rs. 9,000.00 to the Accounts Division of the Prime Minister's Office between 9.00 a.m. and 3.00 p.m. on working days **until 7th April 2025.**
4. Sealed Bids should be delivered to the Chairman, Procurement Committee, Prime Minister's Office, No. 58, Sir Ernest de Silva Mawatha, Colombo 07, **on or before 2.00 p.m. on 8th April 2025.** Late bids will be rejected. Bids will be opened soon after the closing time of bids submission in the presence of the bidders or their representatives at the address above.
5. Bids should be accompanied by a Bid Security of Rs. 400,000.00 (Four Hundred Thousand) as details mentioned in the bidding documents.
6. Interested eligible bidders may obtain further information from Chief Accountant / Chief Procurement Officer, Prime Minister's Office, No. 58, Sir Ernest de Silva Mawatha, Colombo 07. Tel: 011 257 5317-18 Ext - 182, 334 / Fax 011 257 4411.

**Chairman,  
Procurement Committee,  
Prime Minister's Office,  
No. 58, Sir Ernest de Silva Mawatha, Colombo 07.**

Date :- 17th March 2025