



**Ministry of Urban Development & Housing**  
**Construction Industry Development Authority**  
**(CIDA)**



**REQUEST FOR PROPOSALS (RFP)**

**Selection of service provider for Provision of island-wide communication campaign on construction industry skill person registration with call center operations**

*(Marketing, propaganda, database handling, data entry, and follow-up on registration fees with call centre facilities)*

**RFP No: 1/4/7/00/33-2024**

1. The Chairman, Department Procurement Committee, Construction Industry Development Authority (CIDA) , ‘Savsiripaya’, 123, Wijerama Mawatha , Colombo 07 , now invites sealed bids from eligible and qualified bidders for the Provision of Island-wide Communications Campaign on Registrations and Training Services of CIDA with Call Centre Operation
2. Bidding will be conducted through National Competitive Bidding. (NCB)
3. The interested and eligible bidders may obtain further information from Director (HR & Admin), Construction Industry Development Authority through 011 2686236, 011 2686092, 011-2784412 during working days, from 9.00 a.m. to 3.00 p.m. and Bid documents can be inspected free of charge at the Supplies Division, Construction Industry Development Authority, 2nd Floor, “Savsiripaya”, 123, Wijerama Mawatha, Colombo 7. From **28.10.2024** to **20.11.2024** between 9.00 am and 2.30 pm.
4. A complete set of Bidding Document in English language may be purchased by interested bidders on a submission of a written request to the Director (HR & Admin), Construction Industry Development Authority, 2nd Floor, “Savsiripaya”, 123, Wijerama Mawatha, Colombo 07, during working days between 9.00 am and 3.00 pm **from 28.10.2024 to 20.11.2024** upon the **payment of a non-refundable fee of LKR 2,000.00** The method of payment will be cash.
5. The Bid process will be conducted through a TWO-envelope system. Interested Bidders are requested to submit their Technical Bid separately from their Financial Bid containing price information. Specific instructions for the submission can be found Section I – Instructions to Bidders, clause 22 Submission, Sealing and Marking of Bids.
6. Bidders submitting bids by hands shall enclose the Technical Proposal and the Financial Proposal of the bid in separate sealed envelopes duly marked as “Technical Proposal” and Financial Proposal”. Both these envelopes (Technical Proposal and Financial Proposal) shall be enclosed in one single envelop to the address indicated in Para 3 and shall be deposited in the tender box placed at the , 2<sup>nd</sup> Floor, “Savsiripaya”, 123, Wijerama Mawatha, Colombo 07 Sri Lanka, on or before **14.30 hrs at 21.11.2024** The Name of the Contract and the RFP Number shall be stated on top left-hand corner of the envelope of the bid.
7. Bid shall be **valid up to 91 days** from the deadline of bids submission or any extended date stipulated by the purchaser. Late bids will be rejected. Bids will be opened soon after closing of bids, in the presence of the bidders or their representatives who choose to attend.
8. Pre-Bid Meeting will be held on **11/11/2024** , at 10.00 hrs, at the Auditorium, Construction Industry Development Authority, 2nd Floor, “Savsiripaya”, 123, Wijerama Mawatha, Colombo 7.
9. All bids shall be accompanied by a bid Security of **LKR Hundred Thousand (100,000.00)** issued by any licensed commercial bank operating in Sri Lanka.

Chairman  
Department Procurement Committee  
Construction Industry Development Authority (CIDA)  
‘Savsiripaya’, 123, Wijerama Mawatha  
Colombo 07.

