



Democratic Socialist Republic of Sri Lanka

Ministry of Public Security and Parliamentary Affairs

Department of Immigration and Emigration



Invitation for Bids

Procurement for Selecting a Cleaning and Sanitation Service Provider for the Department of Immigration and Emigration

Contract No. (IFB): DIE/PRO/03/2026/43

1. The Chairman of the Department Procurement Committee of the Department of Immigration and Emigration invites sealed bids from qualified suppliers to provide cleaning and sanitation services for the following offices.

2.

1	Head Office, "Suhurupaya", Sri Subhuthipura Road, Battaramulla
2	Kandy Regional Office
3	Vavuniya Regional Office
4	Kurunegala Regional Office
5	Matara Regional Office
6	Officers' Lounge - Trincomalee Port
7	Officers' Lounge - Katunayake Bandaranaike International Airport
8	Officers' Lounge - Hambantota Port
9	Mattala International Airport Lounge
10	Jaffna International Airport Lounge
11	Colombo Port Office
12	Galle Port Office
13	Welisara Foreigners' Detention Centre

3. This bidding will be conducted under the National Competitive Bidding (NCB) procedure.

4. Interested bidders may obtain further information from the Deputy Controller (Procurement), Procurement Division, Department of Immigration and Emigration, 05th Floor, "Suhurupaya", Sri Subhuthipura Road, Battaramulla, and inspect the bidding documents at the same address on any working day from 9.00 a.m. to 3.00 p.m.

Contact Number: 011-2101515

5. A complete set of printed bidding documents can be purchased by paying a non-refundable fee of Rupees Twelve Thousand Five Hundred (Rs. 12,500.00) and submitting a written request to the Deputy Controller (Procurement), Procurement Division, Department of Immigration and Emigration, 05th Floor, "Suhurupaya", Sri Subhuthipura Road, Battaramulla, on working days of the week from 9.00 a.m. to 3.00 p.m. during the period from **20.08.2026 to 09.09.2026**. Payments must be made in cash.
6. Completed bids must be submitted in two separate covers labeled, "Original" and "Duplicate", and sealed together in a single outer cover with the relevant contract name and contract number clearly mentioned on the top left corner of the cover, and sent by registered post or hand-delivered to the Chairman, Department Procurement Committee, 05th Floor, Procurement Division, Department of Immigration and Emigration, "Suhurupaya", Sri Subhuthipura Road, Battaramulla at or before 2.00 p.m. on **10 September 2026**. Late bids will be rejected. Bids will be opened immediately after the closing deadline, in the presence of representatives of bidders who wish to attend.
7. The submitted bid shall remain valid for a period of ninety-one (91) days from the closing date of bid submission (**10.09.2026**) or for any extended period as specified by the purchaser.
8. The pre-bid meeting will be held at 2.00 p.m. on **31.08.2026** at the Procurement Division, Department of Immigration and Emigration, 05th Floor, "Suhurupaya", Sri Subhuthipura Road, Battaramulla.

Chairman,
Department Procurement Committee,
Department of Immigration and Emigration,
05th Floor, "Suhurupaya",
Sri Subhuthipura Road, Battaramulla.