



**DEMOCRATIC SOCIALIST REPUBLIC OF SRI LANKA**  
**MINISTRY OF PUBLIC SECURITY AND PARLIAMENTARY AFFAIRS**  
**DEPARTMENT OF IMMIGRATION AND EMIGRATION**



**INVITATION FOR BIDS**

**Procurement of Supply, Delivery, Installation, Commissioning and Maintenance of 22 Nos. of Document Scanner Machines for the Department of Immigration and Emigration**

**IFB No: DIE/PRO/04/2025/24**

The Chairman, Department Procurement Committee, on behalf of the Department of Immigration & Emigration invites sealed bids from eligible and qualified bidders for **Procurement of Supply, Delivery, Installation, Maintenance and Commissioning of 22 Nos. of Document Scanner machines for the Department of Immigration and Emigration**

1. Bidding will be conducted through National Competitive Bidding (NCB)
2. All the goods shall be delivered within 2 weeks of the letter of award.
3. A complete set of Bidding Documents in English language may be purchased by interested bidders on a submission of written application to the Deputy Controller (Procurement), Procurement Division, Department of Immigration and Emigration, 5<sup>th</sup> Floor, “Suhurupaya”, Sri Subhuthipura Road, Battaramulla during **working days between 9.00 a.m. and 3.00 p.m. from 23.07.2025 to 06.08.2025** upon payment of a non refundable fee of Rupees Three Thousand Five Hundred (LKR. 3, 500/-) The method of payment will be cash.
4. The Interested and eligible bidders may obtain further information via phone 0112-101559 during working days, from 9.00 a.m. to 3.00 p.m. The Bid documents can be inspected free of charge from **23.07.2025 to 06.08.2025** placed at the indicated address in para.3 also through the department's web site ([www.immigration.gov.lk](http://www.immigration.gov.lk)).
5. Duly Completed bids prepared as “Original” and “Duplicate” should be enclosed in separate envelopes and thereafter, these should be inserted in a single envelope and clearly marked with the relevant name of the contract and the IFB Number on the left-hand corner of this sealed envelope to the following address and sent by Registered post or shall be deposited in the tender box placed at the indicated address in Para 3, on or before **07.08.2025** at 2.00 p.m. The bid shall be valid up to Seventy Seven (77) 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 at the same address in Para, in the presence of the bidders or their representatives who choose to attend.

Chairman,  
Department Procurement Committee,  
Department of Immigration and Emigration,  
05<sup>th</sup> Floor,  
“Suhurupaya”,  
Sri Subhuthipura Road, Battaramulla.

**The Chairman**

Department Procurement Committee  
Department of Immigration & Emigration,  
5<sup>th</sup> Floor, “Suhurupaya”,  
Sri Subhuthipura Road, Battaramulla.