



# Ministry of Public Administration and Home Affairs

## INVITATION FOR BIDS (IFB)

### Procurement of Digitized Images of Birth, Marriage and Death Certificates along with Indexed Database and Commissioning under the eBMD Documentation Project

Dates of Issuance Bid Documents January 22, 2014 – February 12, 2014

- 1 The Chairman, Ministry Procurement Committee now invites sealed bids from reputed and qualified bidders for **Procurement of Digitized Image of Birth, Marriage and Death Certificates along with Indexed Database and Commissioning under the eBMD Documentation Project. MPA/R&D/eBMD/CF/2014/1.**
- 2 The project is to be located at Additional Registrar Units as follows.

District	Divisional Secretariats
<b>Kurunagala</b>	Alawwa, Ambanpola, Bingiriya, Ehetuwewa, Galgamuwa, Ganewatta, Giribawa, Ibbagamuwa, Kobeigane, Kotavehera, Kuliapitiya-East, Kuliapitiya-West, Kurunegala, Mahawa, Mallawapitiya, Maspotha, Mawathagama, Narammala, Nikaweratiya, Panduwasnu-Hettipola, Pannala, Polgahawela, Polpithigama, Rasnayakapura, Rideegama, Udabaddawa, Wariyapola, Weerambagedara

- 3 The procurement is expected to be completed within two (02) Calendar Months from the date of awarding.

No of Divisions	No of Birth Certificates	No of Marriage Certificates	No of Death Certificates	Total Certificates	Bid Security (Rs)
<b>Kurunagala (28)</b>	1459956	748044	402957	2,610,957	250,000

- 4 Interested eligible bidders may obtain further information from Senior Assistant Secretary (Research and Development) New Record room building of the Ministry and his e-mail is [sas-devp@pubad.gov.lk](mailto:sas-devp@pubad.gov.lk). The Bidding Documents can be inspected at the address given below from 09.00 Hrs to 16.00 Hrs during the working days until February 12, 2014. The eligible Bidder should have following qualifications prior to the closing date of the Bid in order to be an eligible bidder.

No	Qualification Criteria	Requirement	Evidence Proved by
1	Existence in the Business	Minimum of Three (03) Years	Business Registration Certificate
2	Experience in Similar Supply	Minimum of One (01) Supply	Customer Reference Letter
3	Branches in the Project Area	Yes	List of Branch Address

- 5 A complete set of Bidding Documents in English language may be purchased by interested bidders on submission of a written request to the address below and upon submission of receipt of payment of a non refundable fee of Rs.2,000.00 [Two thousands Rupees Only] obtained from the Shroff, Finance Division, 04<sup>th</sup> Floor of the Ministry until 15.00 Hrs on February 12, 2014.
- 6 Bids must be delivered or deposited in the Tender Box at the Research and Development Unit, New record room building of the Ministry at or before 14.00 Hrs February 13, 2014 (Thursday). All Bids must be accompanied by a Bid Security as mentioned in the table under the Section 2. Late bids will be rejected. Bids will be opened immediately after the closing time on the same day February 13, 2014 (Thursday) in the presence of the bidders' representatives who choose to attend in person at the Research and Development Unit, of the Ministry of Public Administration and Home Affairs.
- 7 The Ministry of Public Administration and Home Affairs will not be responsible for any costs or expenses incurred by Bidders in connection with the preparation or delivery of Bids.

For further details please visit [WWW.pubad.gov.lk](http://WWW.pubad.gov.lk) or Senior Assistant Secretary (Research Development & Maintenance Unit) Tele:No: 0112-696211-13 (Ext:171,173).

Chairman  
Ministry Procurement Committee  
04<sup>th</sup> Floor  
Ministry of Public Administration and Home Affairs  
Independence Square  
Colombo – 07  
January 22, 2014.