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இலங்கை ஏற்றுமதி அபிவிருத்திச் சபை
SRI LANKA EXPORT DEVELOPMENT BOARD



MINISTRY OF TRADE

REQUEST FOR PROPOSAL (RFP)

SELECTION OF A MARKETING AGENCY TO DEVELOP A NATIONAL LOGISTICS MARKETING PLAN AND IMPLEMENT DIGITAL/NON-DIGITAL PROMOTIONS

Sri Lanka Export Development Board (EDB) invites proposals from eligible **Marketing agencies with Public Relations (PR) skills** to develop a national logistics marketing plan and implement digital/non-digital promotions to position Sri Lanka as the Indian Ocean Maritime, Logistics and Distribution hub providing all services and facilities.

The Marketing agency will be selected in accordance with the procedures set out in the Guidelines for Selection and Employment of Marketing agency, published by National Procurement Agency.

Scope of work

The scope of work is detailed in the Terms of Reference (TOR).

Application Procedure

Marketing agencies are invited to submit **Request For Proposal** addressed to the Chairperson, Department Consultants Procurement Committee, Sri Lanka Export Development Board, Procurement Unit, 6th Floor, NDB-EDB Tower, 42, Nawam Mawatha, Colombo 02, indicating “**RFP- Contract Number and the subject**” should be clearly mentioned on the top left hand corner of the envelope and should be sent at or before **2.30 p.m. 27th August, 2021** by registered post or placed in the Tender Box kept in the Procurement Unit (Level 06 of the EDB office at the below address). The applicants are requested to submit detailed sealed technical proposals and the financial proposals separately with a duplicate copy.

It has been decided to issue the RFP document online, considering the Covid -19 pandemic situation that prevails in the country. Accordingly, the RFP document could be downloaded from the EDB web site www.srilankabusiness.com under “Announcement”. The companies who have obtained the RFP document from the website should pay Rs.2000/= as a non-refundable deposit to the Sri Lanka Export Development Board, Account No. -306605, Bank of Ceylon, Lake View branch and a copy of the deposit slip should be forwarded along with the RFP document to the EDB. **The RFP document without a copy of the deposit slip will not be accepted as a valid document.**

For further details please contact Ms. Priyadarshanie Hewawasam , Export Promotion Officer on: 0772 494807 E-mail: renukap@edb.gov.lk

Chairperson
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