

INVITATION FOR BIDS

National Competitive Bidding

EDB/PU/NCB/2025/02

Staff Transportation – 2025/2026

1. The Sri Lanka Export Development Board (EDB) hereby invites sealed bids from eligible passenger transport service providers for the provision of staff transportation services to its Head Office, using air-conditioned or non-air-conditioned buses/vans, for a period of one year (2025–2026). The service is required for the routes specified below.

No.	Route	Starting Point	Required Seating Capacity
01	Kalutara – New Galle Road – Nawam Mawatha	Kalutara Town	16
02	Ihala Bomiriya – via Kaduwela – Nawam Mawatha (Low-Level Road)	Ihala Bomiriya Junction	11
03	Padukka – via Godagama – Nawam Mawatha	Padukka	07
04	Homagama – via High-Level Road – Nawam Mawatha	Homagama Town	24
05	Kotugoda – via Ja-Ela Road – Nawam Mawatha	Kotugoda Junction	08
06	Gurugoda – via Horana, Bandaragama – Nawam Mawatha (up to a maximum of 50km from Nawam Mawatha)	Gurugoda	09
07	Thithwel Mankada – via Pasyala Junction, Kandy Road – Nawam Mawatha (up to a maximum of 50km from Nawam Mawatha)	Thithwel Mankada	08

2. Bids must remain valid for a period of seventy-seven (77) calendar days from the closing date for bid submission.
3. The **sample bidding document package** can be downloaded from the official website of the Sri Lanka Export Development Board at www.srilankabusiness.com under the “Announcements” section.
4. A non-refundable fee of LKR 2,000/- and a refundable bid security deposit of LKR 5,000/- must be paid to Account No. 306605, maintained in the name of the Sri Lanka Export Development Board at the Lake View Branch of Bank of Ceylon. The original bank deposit slip or receipt must be attached to the bidding documents upon submission. (Bids submitted without the original bank slip or receipt will be considered invalid and will not be accepted).
5. Sealed bids must be clearly marked at the top left corner of the envelope with “**Staff Transport – 2025–2026**” and submitted **at or before 2:00 p.m. on 28th August 2025** either by **registered post** or by depositing them in the **Tender Box** located at the Procurement Unit, 6th Floor, NDB–EDB Tower, No. 42, Nawam Mawatha, Colombo 02. All bids should be addressed to the **Chairman, Departmental Procurement Committee, Sri Lanka Export Development Board**. Bids received after the deadline will not be accepted. **Bid opening will take place at 2:30 p.m. on the same day.**
6. Bids submitted **after the deadline** will **not be accepted** under any circumstances. The **Procurement Committee** reserves the exclusive right to **accept or reject** any or all bids without providing reasons.
7. Buses or vans offered for the license will be subjected to a **preliminary condition inspection**. The vehicle, along with all relevant documents, must be presented on the date and time specified by the Sri Lanka Export Development Board for this inspection.
8. The license holders or their authorized representatives are permitted to be present at the bid opening session.
9. For further information, please contact Ms. K. Disna Priyangika, Assistant Director of Procurement, Sri Lanka Export Development Board, at telephone number: **011-2300702**.

Chairman/Chief Executive Officer,
Sri Lanka Export Development Board,
NDB – EDB Tower, No. 42, Nawam Mawatha, Colombo 02, Sri Lanka.

Telephone: +94 11 2300700
Website: <http://www.srilankabusiness.com>