

	Properties and Facilities Department- SriLankan Airlines Ltd.
	Bid Submission Document

Bid Number	Q/PB/12/2025
Title	Collection, transportation, and disposal of garbage generated at all SriLankan Airlines premises in Katunayake
Period of Contract	1 year (extendable to another year at a preapproved increase)
Deadline for bid submissions and opening of bids	5 th February 2025 at 10.30 hrs.
Method of submission	refer Annex 01

1. Scope of work

Clearing of garbage from approximately 10 designated garbage collection points within SriLankan Airlines' premises in Katunayake, including Cargo Terminal and Bulk Stores.

Transportation to and disposal of garbage at the Service Provider's location on a daily basis.

- 1.1. The Service Provider should provide labourers and the required tools for loading and transporting.
- 1.2. The Service Provider should dispose of collected garbage at an identified, suitable Service Provider location in an efficient manner in line with the Central Environmental Authority standards and regulations.
- 1.3. The successful Contractor should be prepared to carry out additional transport functions (as and when required) related to garbage disposal/scrap transportation upon request by SriLankan Airlines.
- 1.4. Quoted rate should be considered to transport the garbage minimum one frequency/ load per day between 07:30 hrs to 18:00 hrs.
- 1.5. The service should be provided on all 365 days of the year (including holidays).
- 1.6. The garbage transporting team should consist of a driver and two (02) labourers as a minimum requirement and should meet the following criteria:
 - 1.6.1. Personnel
 - a. Aged between 18-60 years
 - b. Medically fit for the task
 - c. Security cleared by State security agencies
 - 1.6.2. Vehicle
 - a. Fit to meet the following criteria b & c.
 - b. Vehicle capacity: to carry loose volume of minimum 1 m³
 - c. Loading Capacity: Minimum 2.5 tons per trip

2. Eligibility

- 2.1. The Service Provider should provide a valid business registration certificate with the bid. (Not required for Government agencies.)
- 2.2. The Service Provider should possess a minimum of 2 years' experience in the relevant field in Sri Lanka. (Need to provide evidence with the bid.)
- 2.3. The Service Provider should be in possession of a suitable location to dispose of collected garbage. (SriLankan Airlines will inspect the location at the evaluation, and the location should be compliant with relevant local and national regulations.)

3. Liquidity Damages

- 3.1. In the event of failure to send a registered garbage transport vehicle, the Contractor should provide an appropriate supplementary vehicle with workers as per the scheduled times.
- 3.2. In the event of non-compliance with the above requirement, 150% of the daily charge will be imposed and deducted from the Contractor's monthly invoice amount.

4. Other conditions for bidders

- 4.1. The types of garbage include wet garbage, dry leaves, wood, glass, plastic, rubble, garden waste, polythene, etc.
 - A. Upon request of the bidders, one inspection visit of the SriLankan Airlines premises will be arranged. (Refer Annex 01 for contact details.)
 - B. The successful bidder and his/her employees will be required to submit the following documents in order to obtain access passes to enter the SriLankan Airlines premises:
 - i. Police Clearance Certificate.
 - ii. Gramasevaka Certificate.
 - iii. National Identity Card or recently taken Passport size photograph Certified by Gramasevaka.
 - iv. Stamp size photograph.(The aforementioned documents should be submitted to SriLankan Airlines one week before start of the service.)
 - C. The Service Provider's employees should act in good faith and should not enter restricted areas as SriLankan Airlines Katunayake premises is a high-security zone. If any employee is found to be engaged in an illegal or a fraudulent activity while performing their duties, they will be acted upon according to the law and the Service Provider will also be held accountable.
- 4.2. Security pass/identity card issued by SriLankan Airlines and/or Airport and Aviation Services (Sri Lanka) Limited to such employee, should be obtained at the Service Provider's own cost.
- 4.3 If further information is needed regarding the scope of work, kindly contact Mrs. Indu Jeyam (Contact No. 0197332795).

5 Selection and Contract

- 5.1 SriLankan Airlines reserves the right to accept or reject any bid, and to annul the process and reject all bids at any time prior to acceptance, without thereby incurring any liability to bidders.

5.2 Upon successful selection of a bidder SriLankan Airlines and the bidder will enter into an agreement.

5.3 The service will be obtained for a period of one (01) year starting from 10th February 2025 to 9th February 2026 with the possibility of extending the contract for a further period of one year on the same terms and conditions by mutual agreement of both parties.

6 Payment terms

Payment will be made within 30 calendar days from the date of receipt of the invoice (invoice to be submitted before the 10th day of the following month with original attendance sheets of the employees) as per the terms & conditions of the agreement.

7 Price Quotations

7.1 Price per day for garbage Compactor

- a. Rate Per Trip (LKR) :
- b. VAT (if applicable, LKR):
- c. SSCL (if applicable, LKR):

7.2 Price per day for garbage tractor

- a. Rate Per Trip (LKR) :
- b. VAT (if applicable, LKR):
- c. SSCL (if applicable, LKR):

7.3 Prices quoted in 7.1 and 7.2 will be valid for a period of one year.

7.4 All prices and payments should be in LKR.

7.5 Subject to government taxes if applicable

8 Detail of garbage transport vehicle

- a. Make of the vehicle:
- b. Model of the vehicle:
- c. Year of Manufacture:
- d. Dimensions of the vehicle: Heightm Length.....m Width.....m
- e. Maximum Weight to be loaded Tons per trip

I hereby certify that I am agreement with conditions set in the above document. Furthermore, I hereby certify that the details submitted in this document are true and correct.

Signature :

Name :

Designation :

Organization represented:

Official stamp/seal :

Annex 01

01. The bidders may send the completed bid application documents via registered post to the address given below to be received before the deadline.

The address for submission of Bids is:

Address

Evaluation Committee for Q/PB/12/2025

Properties and Facilities Department

SriLankan Airlines Ltd

BIA

Katunayake

Or

bidders may email a scanned copy of the completed bid document to the email address given below to be received before the deadline.

Email address

ulpropbids@srilankan.com

Or

Bidders may submit the document by hand to the Properties & Facilities office of SriLankan Airlines at the address of Airline Center, Katunayake. before the deadline

(Details (name, NIC/ passport reference, vehicle number) should be provided one day in advance to arrange security clearance if the bidder wishes to hand deliver bids.)

02. For all queries regarding the bid please contact

Mrs. Indu Jeyam

Senior Facilities Executive (Projects Partnering)

0197332795

Indu.jeyam@srilankan.com

--End--