



## **Development Lotteries Board**

### **Invitation of Proposals for Design and Supervision consultancy to the Project of partition works of Finance division/Counter/Lobby area (Museum creation)/ IT division and MOU**

Development Lotteries Board,  
356. Dr. Colovin R. De Silva Mawatha,  
Colombo 2.

Prabhashi 2026.03.20



## Bid Conditions

<p>1. Scope of Bid</p>	<p><b>1.1 Introduction</b></p> <p>The Development Lotteries Board (DLB) invites qualified and experienced Engineer/firms to submit proposals for Design and Supervision consultancy to the Project of partition works of Finance division/Counter/Lobby area (Museum creation)/ IT division and MOU at the Existing Buildings of DLB.</p> <p>The selected engineer will assist for designing in preparing the drawing cost estimates, and administering supervision the project during its following phases.</p> <p><b>1.2 Project Scope</b></p> <p><b><u>Phase 1: Preliminary Works (Period within 14 days)</u></b></p> <ul style="list-style-type: none"> <li>• Site inspection at No.356, Development Lotteries Board, Dr.Colvin R. De Silva Mawatha, Union Place, Colombo 02.</li> <li>• Designing, preparation of, drawings and detailed cost estimates for the Design and Supervision consultancy to the Project of partitioning of Finance division/Counter/Lobby area (Museum creation)/ IT division and MOU works.</li> <li>• Submit the cost estimates (BOQ)</li> <li>• Assist to the evaluation (If necessary)</li> </ul> <p><b><u>Phase 2: Construction Monitoring</u></b></p> <ul style="list-style-type: none"> <li>• Provide supervision, during the construction phase.</li> <li>• Resolve construction-related queries</li> </ul> <p><b><u>Phase 3: Payment Certificates (Period - within 14 days)</u></b></p> <ul style="list-style-type: none"> <li>• Certification of Interim Payments</li> <li>• Certificate of maintenance phase</li> </ul>
<p>2. Eligibility</p>	<p>2.1 Qualified firms must possess the following:</p> <ul style="list-style-type: none"> <li>• <b>Educational Qualifications:</b> <ul style="list-style-type: none"> <li>◦ <b>B.sc (Civil Engineering)/ Architecture or Simillar</b></li> </ul> </li> <li>• <b>Experience:</b> <ul style="list-style-type: none"> <li>◦ A minimum of <b>02 years' experience</b> in similar consultancy assignments</li> </ul> </li> </ul>
<p>3. Documents Comprising your Bid</p>	<p>Interested parties must provide:</p> <ol style="list-style-type: none"> <li>a. Bid Submission Form and the Price Schedules</li> <li>b. Certified copy of company registration, If any</li> <li>c. VAT registration copy, If any</li> <li>d. Covering letter expressing interest</li> <li>e. Curriculum Vitae (CV) of key personnel with proof of qualifications and experience</li> <li>f. Similar assignments completed in the last 2 years</li> <li>g. Fee proposal as per section 5</li> <li>h. Company/Individual profile and registration details</li> <li>i. Tax Registration Certificates (VAT if applicable)</li> </ol>

4. Period of Validity of Bid	4.1 Bids shall remain valid for the period of <b>Thirty (30)</b> days from the Bid submission deadline date.												
5. Fee Structure	<p>5.1 The fees payable to the engineer shall be as stated below.</p> <p><b>5.1.1. PERCENTAGE FEE</b>  The Consultancy Fee shall be percentage (%) of the Project Cost  ..... % (in words .....)  The above is exclusive of VAT.</p> <p><b>5.1.2 INTERIM PAYMENTS</b>  Interim payments shall be paid at completion of work phases as follows:</p> <table border="0" style="width: 100%;"> <thead> <tr> <th style="text-align: left;"><b>WORK PHASE</b></th> <th style="text-align: right;"><b>% OF TOTAL FEE OUT OF 5.1.1</b></th> </tr> </thead> <tbody> <tr> <td>i. Site inspection ,Design, preparation of, drawings and detailed cost estimates (BOQ) for the Design and Supervision consultancy to the Project of Construction partition of Finance division/Counter/Lobby area (Museum creation)/ IT division and MOU works.</td> <td style="text-align: right;">.....</td> </tr> <tr> <td>ii. Assist to the evaluation (If necessary)</td> <td style="text-align: right;">.....</td> </tr> <tr> <td>iii. Provide supervision, during the construction phase.</td> <td style="text-align: right;">.....</td> </tr> <tr> <td>iv. Resolve construction-related queries</td> <td style="text-align: right;">.....</td> </tr> <tr> <td>v. Certificate of maintenance phase</td> <td style="text-align: right;">.....</td> </tr> </tbody> </table>	<b>WORK PHASE</b>	<b>% OF TOTAL FEE OUT OF 5.1.1</b>	i. Site inspection ,Design, preparation of, drawings and detailed cost estimates (BOQ) for the Design and Supervision consultancy to the Project of Construction partition of Finance division/Counter/Lobby area (Museum creation)/ IT division and MOU works.	.....	ii. Assist to the evaluation (If necessary)	.....	iii. Provide supervision, during the construction phase.	.....	iv. Resolve construction-related queries	.....	v. Certificate of maintenance phase	.....
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6. Evaluation of Bid	6.1 The Purchaser shall evaluate each bid that has been determined, to be substantially responsive.												
7. Evaluation Criteria	<p>7.1 DLB will evaluate submissions based on:</p> <ul style="list-style-type: none"> <li>• Relevant qualifications and work experience</li> <li>• Understanding of scope and methodology</li> <li>• Fee competitiveness</li> <li>• Capacity to complete within time frame</li> </ul>												
8. Contact for Clarifications	<p>8.1 For clarifications prior to submission:</p> <ul style="list-style-type: none"> <li>• Email: <a href="mailto:agmproc@dlb.lk">agmproc@dlb.lk</a></li> <li>• Tel: 076 - 9475871</li> <li>• Contact Person: P.D.U. Malintha  AGM (Procurement)  Development Lotteries Board</li> </ul>												



<p>9.Submission of Bids</p>	<p>9.1 Address for submission of bids is:  Chairman,  Development Lotteries Board,  No. 356, Dr. Colvin R De Silva Mawatha,  Union Place,  Colombo 02</p> <p>9.2 Deadline for submission of bids is <b>2.30 p.m. 31.03.2026</b></p> <p>9.3 The Bids shall be opened at the following address:  Development Lotteries Board,  No. 356, Dr. Colvin R De Silva Mawatha,  Union Place,  Colombo 02</p> <p>9.4 Proposals should be forwarded by registered post or deposited in the box provided at the Procurement Division of the Development Lotteries Board, at the above address. Bids will be <b>closed at 2.30 p.m. on 31.03.2026</b> and bids will be opened soon after closing time in the presence of bidder's representatives.</p>
<p>10. Payments</p>	<p>10.1 Payments will be made as per the fee structure</p>
<p>11. Termination Clause</p>	<p>11.1 The Chairman of Development Lotteries Board has the right to terminate the agreement; in the event of the services do not meet the requirements Specified in the tender document.</p>
<p>12. Governing Law</p>	<p>12.1 The tenders and any contract resulting there from shall be governed by and construed according to the Law of Sri Lanka.</p>

Chairman,  
Development Lotteries Board,  
No. 356, Dr. Colvin R De Silva Mawatha,  
Union Place,  
Colombo 02

