



INVITATION FOR BIDS

Department of the Registrar of Companies Bids for the Providing Security Services - 2026 (ROC/PMD/03/01/Security/2026)

The Chairman, Department Procurement Committee, Department of the Registrar of Companies, on behalf of the Registrar General of Companies, invited sealed bids from local eligible suppliers for the Providing Security Services – 2026 (ROC/PMD/03/01/Security/2026) of the Department of Registrar of Companies.

01. To be eligible for contract award all bidders shall have a valid business registration and Ministry of Defense registration. The successful bidder shall not have been blacklisted

02. Interested bidders shall make payment of a **non-refundable fee of Rs. 5,000** at the Shroff, and bidding documents can be collected from the Accounts Branch, 4th floor, Department of Registrar of Companies, from **9.00 a.m. to 3.00 p.m. from 15.05.2026 to 29.05.2026 on any working day.**

03. The original of the bid should be enclosed in a cover and top left- hand corner shall be marked as **“Bid for Providing Security Services -ROC/PMD/03/01/Security/2026”**. The name & address of the firm submitting the bid should appear in the cover.

04. Sealed bids could be either sent under registered post to the address of The Chairman, Department of the Registrar of Companies, “Samagam Medura”, No.400, D.R.Wijewardena Mawatha, Colombo 10 or put into the Tender Box available at the Accounts Branch 4th floor before 2.00 p.m. on 2026.06.01 The bids should be forwarded along with a bid security amounting to the Rs.160,000.00 (One hundred and Sixty Thousand rupees) only from any reputed commercial bank valid up to 2026.08.28.

05. Bids must be delivered to the address below on or before **01.06.2026 at 2.00 p.m.** Late bids will be rejected. Bids will be opened in the presence of the bidders or their representatives.

06. The Bidder should submit a copy of the certificate of Registration of Contract (PCA 3 Form) at Department of the Registrar of Companies if the total bid Value is more than five million.

07. Interested eligible bidders may obtain further information from the Chief Procurement Officer/ Accountant Department of the Registrar of Companies, “Samagam Medura”, No.400, D.R.Wijewardena Mawatha, Colombo 10 (0112689205)

**Chairman of the Department Procurement Committee,
Department of the Registrar of Companies,
“Samagam Medura”, No.400,
D.R.Wijewardena Mawatha, Colombo 10.**