



# National Insurance Trust Fund

## Invitation for Bids

### Procurement of Vehicles for National Insurance Trust Fund under Operating Leasing Method.

The Chairman, Ministry Procurement Committee on behalf of the National Insurance Trust Fund invites sealed bids from eligible and qualified bidders for the supply of 02 vehicles and under operating leasing method as given below.

#### Terms and Conditions :

- Vehicle Type** : **Lot A: SUV (Honda CRV or Similar to that)**  
**Lot B: Car (Toyota Aqua, Axio, Honda GP 5 or Similar to that)**
- Vehicle Condition** : Vehicles Registration on or after 2016
- Contract Period** : 24 Months (02 years)
- Eligible Suppliers** : Vehicle agents with at least 10 vehicle fleet (franchise holders of world renowned vehicle brands) or Car rental services with at least 10 vehicle fleet which are registered Central Bank as a Financial Institutions.
- Services to be provided** : Lessor should bear all routine maintenance and repairs including annual licensing, emission testing and insurance.
- Replace of Vehicles** : If repair and maintenance works take more than 24 hours, a similar type vehicle should be provided.

#### Vehicle details

Lot	Vehicle Type	No of Vehicles	Non-refundable Fee (Rs.)	Refundable Deposit (Rs.)	Bid declaration shall be valid
Lot A	<b>SUV</b>	01	2,500.00	50,000.00	91 days after Bid Closing
Lot B	<b>Car</b>	01	2,500.00	50,000.00	91 days after Bid Closing

Interested bidders may obtain further information from the Assistant Manager (Administration & HR Department), National Insurance Trust Fund, No 95, UPTO House, Sir Chittampalam A Gardiner Mawatha, Colombo 02, via the contact number 0706233801 up to 01.12.2023 between 9.00 am and 3.00 pm on working days. A complete set of bidding documents may be obtained on submission of a written request to the Manager (Administration & HR Department) of the National Insurance Trust Fund, upon a payment of a non-refundable fee between 9.00 am and 3.00 pm from 20.11.2023 to 01.12.2023. Payments should be made only by cash to the Shroff of the National Insurance Trust Fund.

Bids must be deposited in the tender box in the Administration & HR Department, 03rd Floor, UPTO House, National Insurance Trust Fund or dispatched by registered post addressed to the **Chairman, Departmental Procurement Committee (Major), National Insurance Trust Fund, No 95, UPTO House, Sir Chittampalam A Gardiner Mawatha, Colombo 02**, to reach at or before **2.00 pm on 04.12.2023**. Bids will be opened immediately after closing of bids at the Administration & HR Department, 03rd Floor, UPTO House, National Insurance Trust Fund, No 95, Sir Chittampalam A Gardiner Mawatha, Colombo 02, in the presence of the bidders or their representatives.

**Chairman,**  
**Departmental Procurement Committee (Major)**  
**National Insurance Trust Fund**  
**No 95, UPTO House,**  
**Sir Chittampalam A Gardiner Mawatha,**  
**Colombo 02.**

19.11.2023