



## Calling Quotations for Implementation of Human Resources Information System (HRIS)

### IFB NO. NDDCB/PROCD/CAP/SD/01/2025

The Chairman, Procurement Committee invites sealed proposals from the qualified software developers for Implementation of Human Resources Information System (HRIS)

1. Bidding will be conducted through the National Competitive Bidding (NCB) procedure.
2. The successful bidder shall not have been blacklisted and shall have Business Registration with 5 years of experience in the relevant field.
3. In addition, the bidder should submit a certificate of registration of the contract issued by the Registrar of Public Contracts in Sri Lanka according to the Public Contract Act No. 03 of 1987 of the Government of Sri Lanka and subsequent gazette notifications (PCA3).
4. The prospective bidders will have to collect the Bidding Document and further information from the Procurement Unit at the 1<sup>st</sup> floor, Finance Division, National Dangerous Drugs Control Board, 383, Kotte Road, Rajagiriya. (Contact No. 0112868794-6)
5. Pre-Bid Meeting will be held on **06<sup>th</sup> June 2025** at **10.00 a.m.** at the Office of the National Dangerous Drugs Control Board, 383, Kotte Road, Rajagiriya.
6. A complete set of bidding documents in English language may be purchased by interested bidders on the submission of a written request to the Chairman, Procurement Committee, National Dangerous Drugs Control Board, 383, Kotte Road, Rajagiriya and upon payment of a non-refundable fee of **LKR 2,000.00** on normal working days from **9.00 a.m. to 3.00 p.m.** from **28<sup>th</sup> May 2025** onwards from the Finance Division.
7. Sealed Bids in duplicate may be dispatched either by Registered Post or hand delivered to Chairman Procurement Committee, National Dangerous Drugs Control Board, 383, Kotte Road, Rajagiriya on or before **2.15 p.m. 16<sup>th</sup> June 2025**. It should be written as HRI System at the left-hand corner of the envelope.
8. Late Bids will be rejected and Bids will be opened soon after closing at the Auditorium, 3<sup>rd</sup> Floor, National Dangerous Drugs Control Board, 383, Kotte Road, Rajagiriya in the presence of bidders or their representatives.
9. Bids shall be valid up to **90 days** from the date of closing of bids.
10. The Procurement Committee decision will be the final decision. Further NDDCB has the right to accept or reject any Bid without adducing any reasons and NDDCB will not be responsible for any costs or any expenses incurred by the prospective bidders in connection with the preparation or delivery of Bids.

**Chairman,  
National Dangerous Drugs Control Board,  
383, Kotte Road,  
Rajagiriya.**