



**SRI LANKA**  
**BUREAU OF FOREIGN EMPLOYMENT**  
**MINISTRY OF FOREIGN AFFAIRS,**  
**FOREIGN EMPLOYMENT & TOURISM**



**PROCUREMENT NOTICE**

**INVITATION OF BIDS FOR THE SUPPLY OF  
LONG SLEEVE T-SHIRTS FOR THE KOREAN JOB SEEKERS**

**Bid No – PR/02/08/03 (Vo-ii)**

Sealed Bids are invited by the Chairman of the Department Procurement Committee of the Sri Lanka Bureau of Foreign Employment (SLBFE) up to **12.00 p.m. on 04.08.2025** from Manufacturers / Local Suppliers for the **Supply of 10,000 Nos. of Long Sleeve T-Shirts for the Korean Job Seekers.**

**Details of The Long sleeve T-shirts to be supplied.**

01. Samples of each T-shirt should be submitted together with the Bid. The specification of each category will be provided along with the Bid documents.
02. Design, colour and material of the T-shirts should be suitable with the specification given in the Bid documents.
03. The bidder should not currently be placed in the list of blacklisting by the SLBFE.
04. Manufacturers/local suppliers who are interested to quote for the Bid should have minimum three years business experience in this field. A copy of Business Registration Certificate (BRC) should be submitted together with the Bid documents to prove the same.
05. Minimum of three (03) successful orders in the same nature should have been placed to the Government or reputed private sector institutions within last five (05) years period. Certificates should be submitted to prove the same.
06. Bids shall be valid up to Hundred and Twenty (120) calendar days from the date of closing of Bid.
07. A complete set of Bidding documents may be purchased by interested bidders on submission of a written application to the address, The Manager, Procurement Division, Sri Lanka Bureau of Foreign Employment, No.234, Denzil Kobbekaduwa Mawatha, Koswatta, Battaramulla upon cash payment of a non refundable fee of Rs. 10,000/=. Tender Document may be obtained from the Procurement Division of the Sri Lanka Bureau of Foreign Employment between **9.00 a.m. and 3.00 p.m.** on working days from **14.07.2025 up to 03.08.2025.**
08. A Bid Bond to the value of Rupees three hundred thousand (Rs. 300,000/-) in favour of "Chairman, Sri Lanka Bureau of Foreign Employment" issued by a commercial bank approved by the Central Bank of Sri Lanka should be submitted with the Bid. The Bid Security shall be valid up to one hundred eighteen (118) days (including BID opening day).
09. Pre bid meeting will be held at the Mini Conference Room, 2nd floor, Sri Lanka Bureau of Foreign Employment, No 234, Denzil Kobbekaduwa Mawatha, Koswatta, Battaramulla, at **11.00 a.m. on 28.07.2025.**
10. Sealed Bid, mentioning "**Supply of long sleeve T-shirts PR/02/08-(3)**" on the left hand top corner of the envelope, be deposited in the Tender Box (01) kept at the Procurement Division in the Second Floor of the SLBFE head office and the samples should be handed over to the Procurement Division of the SLBFE in the same instance.
11. Bid will be closed at **12.00 p.m. on 04.08.2025** and Bid will be opened immediately after closing of Bid. Bidder or his/her representative will be permitted to be present at the time of opening of Tenders.
12. The Chairman of the Department Procurement Committee of the Sri Lanka Bureau of Foreign Employment reserves the right to reject all or any bid or to accept only a part of a bid without showing cause. Further details may be obtained from the Manager (Procurement) of the Sri Lanka Bureau of Foreign Employment

**The Chairman,  
Department Procurement Committee,  
Sri Lanka Bureau of Foreign Employment,  
No. 234, Denzil Kobbekaduwa Mawatha,  
Koswatta, Battaramulla.**

**Telephone : 011-2887585**

**E mail – mgr\_procurement@slbfe.lk**



**"Local Support for Global Empowerment"**