



UNIVERSITY GRANTS COMMISSION

Finance Circular Letter No. 06/2016


07th November, 2016

Vice-Chancellors of Universities,
Directors of Institutes,
Rectors of Campuses.

REVISION OF NON-REFUNDABLE TENDER DEPOSITS

The University Grants Commission adopted the Public Finance Circular No. 06/2016 dated 17th June, 2016 issued by the Ministry of Finance on the above subject. Copy of the circular is enclosed herewith for compliance by all universities and Higher Educational Institutions with effect from 01st July, 2016.

The letter is available on the UGC website www.ugc.ac.lk


Prof. Mohan De Silva
Chairman

- Cc.
1. Secretary/MOHE
 2. Vice-Chairman/UGC
 3. Secretary/UGC
 4. Registrars of Universities
 5. Accountant/UGC
 6. Bursars of Universities
 7. Snr. Asst./Asst. Registrars of Institutes/Campuses
 8. Snr. Asst./Asst. Bursars of Institutes/Campuses
 9. Snr. Asst. Secretary/Personnel/UGC
 10. Chief Internal Auditor/UGC
 11. Auditor General
 12. Govt. Audit Superintendent/UGC
 13. Govt. Audit Superintendent/Universities



මුදල් අමාත්‍යාංශය
நிதி அமைச்சு
MINISTRY OF FINANCE

මහලේකම් කාර්යාලය, කොළඹ 01,
ශ්‍රී ලංකාව.

செயலகம், கொழும்பு 01.
இலங்கை

The Secretariat, Colombo 01.
Sri Lanka

කාර්යාලය } (94)-11-2484500
அலுவலகம் } (94)-11-2484600
Office } (94)-11-2484700

ලකස් }
பெக்ஸ் } (94)-11-2449823
Fax }

වෙබ් අඩවිය }
වෙබ් සයිට් } www.treasury.gov.lk
Website }

මගේ අංකය } PFD/PMD/Cir/2016/02
எனது இல. }
My No. }

ඔබේ අංකය }
உமது இல. }
Your No. }

දිනය }
திகதி } 17 .06.2016
Date }

Public Finance Circular No:06/2016

Secretaries to Ministries
Chief Secretaries of Provincial Councils
Heads of Government Departments
State Corporations and Statutory Boards
Chairmen of Government Owned Companies and
Heads of Local Authorities

Revision of Non-Refundable Tender Deposits

As per the guideline 6.1.1(a) of the Government Procurement Guidelines-2006 (Goods and Works), bidding documents should be issued upon payment of a prescribed fee. It has been brought to the notice of this department that various government organizations charge different fees in issuing tender documents as non-refundable tender fees without any rationale.

02. As proposed in 2006 Budget, non refundable fees to be charged for bidding documents have been revised with the consent of the National Procurement Commission and the fees charged should be within the ranges given below depending on the estimated tender value and the complexity of the document (Number of pages, designs, art works, preparation of BOQs and specifications etc.).

Total Estimated Cost of the Procurement (Rs.Mn.)	Minimum Amount	Maximum Amount
More than or equal to 2 and less than 10	1,000.00	3,500.00
More than or equal to 10 and less than 50	3,500.00	12,500.00
More than or equal to 50 and less than 100	12,500.00	20,000.00
More than or equal to 100 and less than 200	20,000.00	35,000.00
More than or equal to 200 and less than 500	35,000.00	60,000.00
More than or equal to 500 and less than 1000	60,000.00	100,000.00
Above 1000	100,000.00	500,000.00

03. These non refundable fees are not applicable for procurement under the method of Shopping and for Selection of Consultants.

04. The new fees would be effective from 01.07.2016. For further clarifications please contact Director General, Department of Public Finance on 011-2484614 or by email dgpf@pfd.treasury.gov.lk.



R.H.S. Samaratunga
Secretary to the Treasury

Copies to: 1) Secretary to the President
2) Secretary to the Prime Minister
3) Secretary to the Cabinet of Ministers
4) Auditor General
5) Chairman, National Procurement Commission