

MARINE ENVIRONMENT PROTECTION AUTHORITY

(Ministry of Environment)

OBTAINING A BUILDING ON LEASE OR RENTAL BASIS FOR THE FACILITIES OF THE MATARA DISTRICT OFFICE

The Marine Environment Protection Authority requires a house or building within the Matara District on a lease or rental basis for use as the Matara District Office, subject to the following requirements:

1. A building of approximately 2,000 square feet.
2. Three rooms, each approximately 200 square feet.
3. A dining room.
4. An open area of approximately 1,200 square feet.
5. A minimum of two toilets.
6. The premises should have air-conditioning facilities and tiled flooring.
7. The premises should be easily accessible to employees, preferably located close to the main road.
8. The premises should be situated in a secure location.
9. The premises should be on the ground floor, as an official motorcycle is used by the office.
10. Adequate vehicle parking facilities.

IMPORTANT - In addition to the above conditions from 01 to 10, it is mandatory to submit the following documents:

- A copy of the legal document/title deed proving the legal ownership/right to lease or rent the relevant house or building.
- A copy of the building plan approved by the relevant Local Authority.
- A copy of the Government Valuation Certificate issued in respect of the property for the purpose of leasing/renting.

Interested bidders are requested to submit their quotations together with proposals/details duly signed, on or before 30th September 2026 at 2.00 p.m., by registered post or by placing them in the Tender Box at the Administration Division, addressed to: Chairman – Procurement Committee, Marine Environment Protection Authority, No. 177, Nawala Road, Narahenpita, Colombo 05.

Incomplete applications, late submissions, and applications submitted by fax, e-mail, or ordinary post will be rejected from the bid evaluation process.

The top left-hand corner of the envelope containing the quotation should be clearly marked:

“OBTAINING OFFICE FACILITIES ON LEASE OR RENTAL BASIS – MATARA DISTRICT”

For any inquiries regarding this matter, please contact the Administrative Officer on 0112-554624.

Chairman
Marine Environment Protection Authority
No. 177, Nawala Road,
Narahenpita, Colombo 05.
08th September 2026