

### **Minutes of Pre-Bid Meeting**

|                                       |    |                                                                   |            |                  |                  |
|---------------------------------------|----|-------------------------------------------------------------------|------------|------------------|------------------|
| <b>Name of the Procurement Entity</b> |    | Insurance Regulatory Commission of Sri Lanka (IRCSL)              |            |                  |                  |
| <b>Title of Procurement</b>           |    | Re-engineering Regulatory IT System                               |            |                  |                  |
| <b>Procurement Code</b>               |    | IRCSL/ADM/4/11/177                                                |            |                  |                  |
| <b>Procurement Method</b>             |    | National Competitive Bidding (NCB) – Expression of Interest (EOI) |            |                  |                  |
| <b>Meeting No.</b>                    | 01 | <b>Date</b>                                                       | 31/08/2026 | <b>Purpose/s</b> | Pre– Bid Meeting |

#### **Background:**

The pre-bid meeting was held at 9.30 a.m. on 31 August 2026 at the Auditorium of the Insurance Regulatory Commission of Sri Lanka (IRCSL).

#### **Summary of the Discussion**

Assistant Director – IT, explained the scope of the project, and content of the EOI Document with the vendors who attended the pre-bid meeting. Also, outlined the documents that the vendors are required to be submitted along with their proposals. At the same time, vendors have discussed the expected requirements with IRCSL team members who attended the meeting representing each division/unit.

As this was the pre-bid meeting held during the EOI stage, no changes or additional requirements were made. Further, it was informed that the detailed requirements will be shared at the “Request for Proposal (RFP)” stage, and these requirements will be discussed further during the RFP pre-bid meeting.

#### **Insurance Regulatory Commission of Sri Lanka**

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