

REQUEST FOR QUOTATION

SYSTEM BASED ACCREDITATION SERVICES DURING NATIONAL AND INTERNATIONAL CRICKET TOURNAMENTS IN SRI LANKA (2026–2028)

Contract Reference No:- SLC/ADM/192/2026

Sri Lanka Cricket has issued this Request for Quotations (RFQ) in order to select and contract with a highly qualified, experienced service provider to System based accreditation services for a period of 2 years.

Eligibility of Bidders;

- Bidders shall be registered in Sri Lanka under Company Act No 7 of 2007.
- Joint Ventures are not acceptable.

Scope of Service:

Scope of Service shall include the provision of appropriate Web Application Facility, Accreditation Generation & Supply through the system, Accreditation Center Operation for on demand generation and Accreditation Authentication / Access Control Operations.

Minimum Requirement shall be;

| Ref. No. | Feature | Description |
|----------|----------------------------------|---|
| 01 | Solution Components | <p>1. Web application to collect, authorize, print / produce, manage the accreditation procedure;</p> <ul style="list-style-type: none">● Create Events and Send Requests to Suppliers/ Vendors● Receive participants' data from Suppliers/ Vendors● Approve or Reject received data● Scan participants' cards and manage permission. <p>2. Vehicle Pass Accreditation</p> <p>Web application to produce, share via link, manage the Vehicle accreditation procedure;</p> <ul style="list-style-type: none">● Create Events and send link to required parties● Ability to register vehicle number via link● Generate the Pass through the system with the captured information such as vehicle number.● Scan participants' cards and manage permission. |
| 02 | Printing of Accreditation | <ul style="list-style-type: none">● Paper Laminated Accreditation (A6 Size with minimum 400 GSM)● PVC Accreditation (128mm X 54 mm)● Produce the Digital Vehicle Accreditation cards. ‘<ul style="list-style-type: none">- A6 size (or Appropriate Size) Paper Laminated Accreditation Card- 128mm x 54mm size (or Appropriate Size) Plastic Accreditation Card |
| 03 | System Capability | <ul style="list-style-type: none">● Capability of managing over 3000 Accreditation cards per event.● Manage multiple events simultaneously.● Compatibility with handheld scanners / mobile Phone. |

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| | | <ul style="list-style-type: none"> ● Separate login accounts for each supplier/ vendor |
| 04 | Functional requirements; | <p>Initial Setup</p> <ul style="list-style-type: none"> ● Should be able to create clients. ● Clients should be able to create new users. <p>Event Creation</p> <ul style="list-style-type: none"> ● Should be able to create Events. ● Required Features at each event is as follows; <ul style="list-style-type: none"> ○ Ability to assign a Client. ○ Ability to set Date Range. ○ Ability to set the Event Logo. ○ Ability to create Separate Locations and Dates. ○ Ability to create Separate Zones in each Location. ○ Ability to set permissions in each Zone. ○ Ability to manage Zones entrance by gates. ○ Ability to assign scan devices in each Entry point. ○ Ability to customize each device. <p>Data Collection</p> <ul style="list-style-type: none"> ● Should be able to send requests to Suppliers/Vendors. ● Ability to send separate requests for Media Partners. ● Ability to upload required documents (NIC, Media Pass, Company Letter and etc.) <ul style="list-style-type: none"> ○ Ability to create user accounts for each Supplier/Vendor in order ○ Ability for Supplier/ Vendor to upload their accreditation requests. ● Ability for to approve, reject or edit Supplier/ Vendors' uploaded data. ● Ability to print approved Accreditation cards. (use multiple card templates may be required). <p>Devices are able to scan every permission card.</p> <p>Print</p> <ul style="list-style-type: none"> ● Ability to customize Accreditation Card Template. ● Ability to identify printed cards and pending cards. ● Ability to change card status. <p>Scan</p> <ul style="list-style-type: none"> ● Ability to customize each scanning device. ● Ability to assign each device to a specific area/ gate. ● Ability to record scanning history. |
| 05 | Dashboard | <p>Required details are as follows;</p> <ul style="list-style-type: none"> ○ Total Registrations ○ Total In Count and Total Out Count (gate/entrance-wise) ○ Individual Card Count ○ Card-wise, In and Out Live Count. |

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| 06 | Vendor Experience | <ul style="list-style-type: none"> Experienced in providing accreditation services in minimum of 05 events with over 300 Accreditations (Per event) past 2 years. Experience in Handling technology-based access control at Large Scale events, Specially in Sports Events. Ability to provide an accreditation solution with the facility of planning, printing and scanning. |
| 07 | Non-functional requirements | |
| 7.1 | Availability | System should support a 99 % uptime |
| 7.2 | Reliability | System should support fault tolerant, high available architecture with a Disaster Recovery (DR) |
| 7.3 | Scalability | Should be designs to support on demand scalability |
| 7.4 | Monitoring | Should be integrated with a system monitoring & alerting framework |
| 7.5 | Audit Logs | All attempts to access the system must be logged with sufficient details Should log all administrator activities |

Accreditation Center Operation

- Establish Centers with required facilities
- Generate and issuance of Accreditation on demand

Accreditation Access Control

- Accreditation Access Control Planning
- Device Setup
- Technical Supervision Staff

Your financial proposal shall include the cost for web application facility, accreditation generate and supply services, Accreditation Center Operation (Per Person cost) & Accreditation Access Control (Per Person cost) & Printing of Accreditation and Vehicle passes.

Potential Match Venues shall be R.Premadasa International Cricket Stadium, Rangiri Dambulla International Cricket Stadium, Pallekele International Cricket Stadium, Galle International Cricket Stadium, Mahinda Rajapaksa International Cricket Stadium.

Payment Terms;

- No Advance Payment allowed
- Payments shall be done in actual basis

Submission of Proposal;

Sealed Proposal addressed to Head of Administration, Sri Lanka Cricket, No 35, Maitland Place Colombo 07 shall be submitted on or before 12.00 Noon 22th June 2026.

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