

Annexure 1

Invitation to bid for Music Composition to be created based on peace and reconciliation by the Office for National Unity and Reconciliation

Bids are invited from creators with the qualifications and experience mentioned in Annexure 1 for the above work. Requirements,

Qualifications and Experience:

1. At least a Master's or Diploma level in the subject of Music Composition.
2. Information about previous compositions.
3. At least 05 years of experience in Music Composition

Conditions:

1. Photocopies of relevant certificates and a photocopy of the National Identity Card should be attached to the application form mentioned in Annex 2 to prove all the qualifications mentioned in the application form.
2. The selected music composer must agree to enter into a formal agreement with the Office for National Unity and Reconciliation.
3. No advance payment will be made and the bid value will be paid by cheque after the completion of the work.
4. Complete the work in a friendly manner with the **musical script writer** .
5. Accurately reproduce messages about society, culture and peace.
6. Create relevant themes and appropriate discourse for the music composition.
7. The work must be completed and handed over within 60 days from the date of handover.
8. In case of any discrepancy between the bid value in figures and the bid value in words, the bid value in words shall prevail.

Creators who have the above qualifications, experience and are willing to agree to the conditions should submit their bids as per Annexure 3.

Role of Music Composer

The main task expected of the Music Composer is to create a musical composition of approximately one hour in length that embodies national unity for the Reconciliation Symphony to be created by the Office for National Unity and Reconciliation and to perform all other related tasks. The music should be composed in accordance with the musical script presented by the script writer, with the approval of the Chairman of the Institute, and the Office will not provide

the necessary raw materials, transportation or other necessities and should agree to act in accordance with the guidelines provided for National Unity and Reconciliation.

Procedure to be followed for submitting bids

- Complete Annexure 2 and 3 forms correctly.
 - The completed application should be placed in an envelope with the word ‘Musical Composition’ written on the top left hand corner and sealed and sent by registered post to the Director General, Office for National Unity and Regional Unity, No. 40, Butgamuwa Road, Rajagiriya before 02.30 PM on 09/03/2026 or can be dropped off in the tender box kept in the room of the Deputy Director Finance.
- Applications received after the due date and time and incomplete applications will be rejected. The final decision in this regard rests with the Procurement Committee.

Director General

Office for National Unity and Reconciliation

Annexure 2

Application for Music Composition created by the Office for National Unity and Reconciliation.

1. Name of the applicant -

2. Permanent address -

3. Telephone number Landline -Mobile -

4. Email -

5. National Identity Card number -

6. Current profession or employment -

7. Qualifications

7.1 Master's degree / Diploma / Degree in Music Composition

Institution obtained - Year -

.....
.....

7.2. Experience.

7.2.1.Details of the scripts written so far

1.

2.

3.

4.

Additional qualifications - Awards received at a state, youth or other acceptable awards ceremony.

Name of the award ceremony Year received

1.

2.

3.

I certify that the above information is true and correct.

Date : /03/2026

Signature of the applicant

Annexure 3

Director General,

Office for National Unity and Reconciliation

Invitation of Bids for Music Composition

- 1) Name of the Applicant -
- 2) Address -
- 3) Telephone Number - Landline - Mobile -
.....
- 4) Email Address -
- 5) National Identity Card Number -
.....
- 6) VAT Registration Number -
- 7) Bid Value presented-

for the role of Music Composer as mentioned in Annexure 1	Bid Value (Rs.)

Total

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- 8) Bid Value in Words -
.....
.....

I certify that all the information submitted is true and correct and I agree to the terms and conditions mentioned in Annexure 1..

Date - 03/2026

Signature of the applicant

