



Department of National Archives

ADDENDUM 1 TO BIDDING DOCUMENT

Procurement of Service of a Systems Integrator to Establish a Trusted Digital Repository at the National Archives

National Competitive Bidding

Purchaser: Department of National Archives, Sri Lanka.

Project: Establishment of a Trusted Digital Repository at the National Archives (Stage 1)

Contract title: Procurement of Service of a Systems Integrator to Establish a Trusted Digital Repository at the National Archives

Contract No: DNA/15/ARO/1/1/1/3

ISSUED ON 22 OCTOBER 2026

1. Background

Subsequent to the bidding document issued by Department of National Archives of Sri Lanka (SLNA), Government of Sri Lanka for the “Procurement of Service of a Systems Integrator to Establish a Trusted Digital Repository at the National Archives” dated 07th October 2026, SLNA conducted a pre-bid meeting on October 15, 2026. Based on the clarifications sought by the Bidders, it is felt necessary to provide additional information to the bidders to further clarify on certain areas of the bidding document.

All the bidders are required to perform careful assessment of the information provided in Addendum 01. The services, solution and related costs proposed by the bidders need to take these details into consideration.

The responses to all clarifications sent by bidders are attached in Annex 01 to this addendum.

2. Contact information of Employer’s Representative (Section II – Bid Data Sheet)

Section/Page number	Original Text	Revised Text
Section II, ITB 10.1, p. 44.	E-mail: itofficer1@archives.gov.lk	E-mail: itofficer1@archives.gov.lk and slnationalarchives@gmail.com

3. Details of Data Migration (Section VI – Schedule of Requirements)

Section/Page number	Original Text	Revised Text
Section VI, p. 88.	• Assessment of existing AtoM databases and CSV-based inventories: structure, completeness, inconsistencies, and ISAD(G) gaps and perform required corrective actions. • Development of a written Data Migration Strategy document, approved by SLNA before execution. • Migration of existing AtoM finding aids and CSV records to the new environment, with full ISAD(G) / MARC-21 metadata mapping. • Post-migration validation: 100% record-count verification; random sample quality check (minimum 10% of migrated records reviewed by SLNA). • Correction of errors identified during validation before final acceptance.	• Assessment of existing digital objects, preservation metadata, AtoM databases and CSV-based inventories: structure, completeness, inconsistencies, and ISAD(G) gaps and perform required corrective actions. • Development of a written Data Migration Strategy document, approved by SLNA before execution. • Migration of existing digital objects, preservation metadata, finding aids and CSV records to the new environment, with full ISAD(G) / MARC-21 metadata mapping. • Post-migration validation: 100% record-count verification; random sample quality check (minimum 10% of migrated records reviewed by SLNA).

		• Correction of errors identified during validation before final acceptance.
--	--	--

4. Responses to the Clarifications

Refer attached Annex 01.

Chairman
Department Procurement Committee
Department of National Archives
No. 7, Philip Gunawardena Mawatha, Colombo 7.

Clarifications to questions

The following three questions that were received in writing via e-mail on 12 October 2026 and asked orally at the pre-bid meeting were answered:

No	Question	Response
a)	Is the existing digital preservation system Archivematica, and is the requirement to maintain and upgrade it, or to replace it with a new commercial TDR?	The National Archives does not have Archivematica yet. It has AtoM, and the TDR/OAIS will be an entirely new system with AtoM and Archivematica as integral parts of it. AtoM will continue as the access/discovery platform.
b)	Does the cloud-based requirement mean all archival data must be hosted physically in Sri Lanka, or is an overseas data centre acceptable?	This is not a conventional on-premises solution or completely cloud-based option. The data centre must be onshore, in Sri Lanka. Overseas hosting is not acceptable. The Primary Data Centre and the DR site (at least 25 km apart) must be physically in Sri Lanka (Section 6.3.1; mandatory items M1 and M2). All preservation copies, including DR and the offline vault, stay physically in Sri Lanka at all times (Section 6.8.1; M10). A signed declaration of compliance is required with the bid (IFB para 5.8). Any cloud-hosted component must meet this and its provider must hold ISO 27001, 27017 and 27002 certification (Section 6.8.2). Bidders are required to comply with mandatory item M10 and to sign the declaration of compliance.
c)	Will the existing AtoM catalogue be retained and integrated with the TDR, and does migration cover catalogue records, digital files and preservation metadata?	6.3.9 - Migration covers the existing digital objects, preservation metadata, AtoM databases, finding aids and CSV inventories. Bidders shall plan and price on the scope stated in Section 6.3.9 as amended by addendum 1.