INVITATION FOR BIDS (IFB)

CEYLON PETROLEUM STORAGE TERMINALS LIMITED

SUPPLY OF 1,873,000 NOS. CONSIGNMENT SEALS & 19,200 ROLLS OF SEALING WIRES

TENDER REF NO: KPR/63/2024

The Chairman, Department Procurement Committee (Minor) on behalf of the Ceylon Petroleum Storage Terminals Limited (CPSTL), Kolonnawa, Wellampitiya, Sri Lanka hereby invites sealed bids from the Internationally reputed Manufacturers or their Accredited Export Agents abroad or Accredited Local Agents in Sri Lanka for the **Supply of 1,873,000 Nos. of Consignment Seals & 19,200 Rolls of Sealing Wires.**

Bidding will be conducted through **International Competitive Bidding procedure** *(Eligible local bidders may also submit their bids as appropriate).*

Interested parties may refer the bidding document ***(only for viewing purpose)*** and obtain necessary information through the websites www.cpstl.lk or www.dgmarket.com and the original bidding documents in English language (full set) could be obtained from the undersigned or via email on submission of a written request ***(the request letter shall be on the company letter head and signed by an authorized person)*** during working days between **0900 hrs. and 1400 hrs. Sri Lanka local time (GMT+5:30) up to Monday, 21st October 2024,** upon payment of a non-refundable bidding document fee of **Sri Lankan Rupees Ten thousand (LKR 10,000.00) or United States Dollars Thirty five (USD 35.00),** per document. In case of USD transfer, proof of remittance of the money transfer shall be submitted to the CPSTL on or before **1400 hrs. Sri Lanka local time (GMT+5:30) on Monday, 21st October 2024.**

Bidders are requested to inspect the bidding document prior to purchase and once it is purchased, bidding document fee is not refundable for any reason whatsoever

A **Pre bid meeting** will be held with the prospective parties or their authorized representative/s to clarify any matters relating to the document at **1000 hrs. Sri Lanka local time (GMT+5:30) on Monday, 30th September 2024** via video conferencing method. Interested parties shall send their request to participate the Pre-bid meeting to email procure@cpstl.lk at or before **1600 hrs. Sri Lanka local time (GMT+5:30) on Friday, 27th September 2024**, in order to send the link to the meeting.

Bids shall be submitted on the bidding document issued by the Procurement Function CPSTL and the original of the duly filled bids may be sent by post/courier under registered cover or sealed cover **to reach** the Chairman, Department Procurement Committee (Minor), C/o Manager Procurement, Ceylon Petroleum Storage Terminals Limited, Procurement Function, 01st Floor, New Building, Oil Installation, Kolonnawa, Wellampitiya, Sri Lanka or could be deposited in the tender box kept at the main entrance of CPSTL, on or before **1400 hrs. Sri Lanka local time (GMT+5:30) on Tuesday, 22nd October 2024.** Late bids will be rejected.

In case, the bidders are unable to submit the original bids as above, they could submit the scanned copy of the duly filled bids in **PDF format** via email to tenders@cpstl.lk **to reach** on or before **1400 hrs. Sri Lanka local time (GMT+5:30) on Tuesday, 22nd October 2024,** at their own discretion. The original bid document shall be securely kept to be submitted to the Manager Procurement when requested, however their original bids will be obtained only for the filing purpose, not for verification against the e-bid.

Bids will be closed at 1400 hrs. Sri Lanka local time (GMT+5:30) on Tuesday, 22nd October 2024 and will be opened immediately thereafter at the office of Manager (Procurement) in the presence of the authorized representatives of the bidders who chose to attend. Only one authorized member of respective bidder is allowed to participate /witness the tender opening procedure.

Bids shall be valid up to 21.01.2025, from the date of opening of the bid.

Bids shall be accompanied by a **bid security of Sri Lankan Rupees Three hundred and fifty thousand (LKR 350,000.00) or United States Dollars One thousand two hundred (USD 1,200.00), which shall be valid until 18.02.2025** from the date of opening of the bid.

Bidders shall register themselves at the Department of Registrar of Companies www.drc.gov.lk (e-ROC) in accordance with the Public Contracts Act. No 3 of 1987.

Clarifications (if any) shall be sought from the Manager Procurement on **Tel: +94-11-2572156/ +94-11-2547238, Fax: +94-11-2074299, Email:** procure@cpstl.lk**.**

The Chairman
Department Procurement Committee (Minor)

C/o Manager Procurement
Ceylon Petroleum Storage Terminals Limited
Procurement Function
01st Floor, New Building
Kolonnawa, Wellampitiya
Sri Lanka.