



**ලංකා ඛනිජ තෙල් නීතිගත සංස්ථාව**  
(1961 අංක 28 දරණ පාර්ලිමේන්තු පනතින් ස්ථාපිත කරන ලදී.)  
පිරිපහදු කාර්යාංශය, කැ.පෙ. 11, කැලණිය.

**இலங்கை பெற்றோலியக் கூட்டுத்தாபனம்**  
(1961ம் ஆண்டின் 28ம் இலக்க பரலமேன்තු  
சட்டத்தின்படி அமைக்கப்பட்டது)  
கன்கெய் சுத்திகரிப்பு பிரிவு  
த. பெ. இலக்கம் 11, களனிப்ப.

**THE CEYLON PETROLEUM CORPORATION**  
(Established by Act of Parliament No. 28 of 1961)  
Refinery Division, P.O. Box 11, Kelaniya.  
Tel : 2400110, 2400427-29 Fax : 2400102, 2400436  
E-mail : ref.materials@ceypetco.gov.lk  
refmaterials@sltnet.lk

**REQUEST FOR QUOTATION**

Vendor Code-3500006872

Our Ref:GL1 - 25-0137K - 1100173106

Dear Sir / Madam,

Date:24.02.2025

Tel.:

Fax :

Please quote Price for DELIVERY AT REFINERY /SAPUGASKANDA and submit your sealed quotation marked with our reference & closing date on the left hand top corner. Furnish samples/ catalogues/ information as requested below. Your quotations should reach us ON OR BEFORE 06.03.2025 AT 14.30 P.M. ANY DEVIATIONS SHOULD BE INDICATED CLEARLY.

Quotations received after closing date are liable to be rejected. Payment will be made within 30 DAYS of delivery. Please indicate VAT registration No. and amount separately if applicable. Your offer should be valid for 60 DAYS from closing date. Country of origin & delivery date to be mentioned against each item. Please comply with our general conditions & instructions given .

QUOTATION WITHOUT DEIVERY DATE MAY BE REJECTED

Thanking You,  
Yours Faithfully,

.....  
Manager (Materials)/Depty. Manager (Planning)

(To be completed by supplier)

Item No	Qty	Unit	Description	Unit Price	Amount (Without VAT)
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001	3	EA			
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24000 BTU A/C UNITS (AS PER THE SPEC.)\*\* Supply and installation of Wall mounted split type inverter type Air Conditioner unit Specification Type :Inverter Capacity : 24,000Btu/Hr. Power supply : 230V, 50Hz 1 Phase Mounting : Indoor Unit- Wall Mounted Outdoor Unit- Wall Mounted Brands :LG, SHARP, IGNIS, Panasonic Daikin Samsung & York



**ලංකා ඛනිජ තෙල් නීතිගත සංස්ථාව**  
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சட்டத்தின்படி அமைக்கப்பட்டது)  
வண்ணப் பத்திரகார்ப்புப் பிரிவு  
ந. பெ. இலக்கம் 11, களனிப்ப.

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(Contd.)

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Item No	Qty	Unit	Description	Unit price	Amount (Without VAT)
002	1	EA	60000 Btu A/C unit(as per the spec.) Supply and installing of wall mounted Split type Air Conditioner Units as specified below Specifications Type : Inverter Capacity : 60000Btu/Hr Power Supply : 415V,50Hz 3 Phase Mounting : Indoor unit- Wall mounted Outdoor unit - Floor Mounted Brands : LG, Sharp, Panasonic, Daikin, York, Samsung		
003	2	EA	18000 Btu A/C units;;... Supply and Installation of wall mounted split type inverter type Air Conditioner Units Specifications. Type : Inverter Capacity : 18000 Btu/Hr. Power Supply :230V, 50Hz 1 phase Mounting : Indoor unit - Wall Mounted Outdoor Unit - Wall Mounted Brands : LG, SHARP, IGNIS, Panasonic Daikin Samsung & York		
			Total Without Tax	----	
			(if any) ...%VAT----		
			Total Amount with VAT----		

KINDLY ACKNOWLEDGE THE RECEIPT OF OUR



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(වර්ෂ 1961 අංක 28 දරණ පාර්ලිමේන්තු පනතින් ස්ථාපිත කරන ලදී.)  
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கன்செயர் கத்திரிப்படி பிளவு  
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**REQUEST FOR QUOTATION**

(Contd.)

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Item No	Qty	Unit	Description	Unit price	Amount
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REQUEST FOR QUOTATION BY RETURN E-MALL

To: Ceylon Petroleum Corpn.  
We submit the foregoing quotations on the terms and conditions mentioned above.  
The quotation remains open for acceptance either wholly or in part by you. Our offer is valid till .....

Our Tel./Fax.....  
VAT No.....

Signed.....  
Company Stamp



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கன்செம் சத்திரகிரிய பிளவு  
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## GENERAL CONDITIONS & INSTRUCTIONS

01. This is only an inquiry for prices, hence this should not be constructed to be an order.
02. Your quotation should be sent enclosed with our reference & closing date marked on the left hand top corner of the envelope along with all supporting documents such as product catalogues.
03. All materials offered should have minimum of 12 months shelf life (if relevant) from the date of shipment and in any case the production date should not be older than 6 weeks from the date of delivery unless CPC has specifically specified otherwise.
04. All equipment and machinery offered should be proven models and no proto-type models should be offered.
05. Rates quoted should be shown both in figures and in words.
06. Once accepting your quotation, an official Purchase Order will be placed by the corporation on rates quoted by you and you should ensure that goods are delivered to Refinery within seven (7) days of receiving such order if we have not stated otherwise in our Purchase Order.
07. Any discounts allowed should be shown both in figures and in words.
08. Basis of evaluation of quotation:- Price delivered at Refinery, Sapugaskanda, (i.e. The Charges of the current CPC transport contract will be used for calculation of the delivery cost if the bidder has offered without transport charges.)
09. If any supplier fails to supply the goods in time at the rates quoted by them, on order placed by the corporation within the validity period of prices, such suppliers will be treated as defaulters/ suspending/ blacklisting them in addition to taking other actions per prevailing procedure.
10. Samples must be submitted if called for.
11. Corporation reserves the right to accept or reject any quotation.
12. a) Offers should be sent only by E-mail/Post/Courier/Fax (at Your discretion) or deposit in the tender box at Refinery, Refinery Manager's Office.  
b) Offers by E-mail can only be sent to [reflocalqt@sltnet.lk](mailto:reflocalqt@sltnet.lk) (at your own discretion).  
c) Only the Fax No. 2400436, is allocated for receiving offers.  
d) Offers sent to any other fax number will not be entertained.  
e) However, only the clarifications data sheets, product literature & other communications can be made through E-mail address [refmat.local@ceypetco.gov.lk](mailto:refmat.local@ceypetco.gov.lk) / Fax. No. 0094-11-2400434 / Tel.No. 0094-11-2400110