

# **CEYLON PETROLEUM CORPORATION** **REFINERY DIVISION**

## **PUBLIC TENDER 4215 T- SUPPLY OF CAUSTIC SODA FLAKES**

### **SECTION I**

#### **GENERAL CONDITIONS:**

*Bids shall be in conformity with all the conditions stipulated in the Bidding Document.*

#### **01. BID DEPOSIT & ISSUING OF BIDDING DOCUMENTS**

*Bidding Documents can be obtained up to 18-June-2018. Any Bidder calling for Bidding Documents, shall pay a non-refundable Bidding Document fee of Rs. 1,000/= and refundable deposit of Rs. 20,000/= per set to the Cashier, CPC Head Office, No. 609, Dr. Danister de Silva Mawatha, Colombo - 09.*

*Deposits of the unsuccessful Bidders will be refunded only after the tender was awarded to the successful Bidder & the successful bidder's deposit will be released after completion of the order.*

#### **Note: Alternative Bids / Options**

*Multiple bids from same manufacturer can be submitted on separate refundable deposits made for each bid.*

*Alternative bids & higher value bids will be rejected respectively unless such bids have been covered by a separate bid deposit.*

#### **02. BIDS**

*2.1 Bids shall be submitted in Duplicate as per annexed schedule of Prices. The original & duplicate copy of the Bid shall be placed in separate envelopes marked "ORIGINAL" & "DUPLICATE". Envelopes shall be enclosed in one securely sealed cover, which shall be marked "TENDER NO. 4215 T FOR THE SUPPLY OF **CAUSTIC SODA FLAKES**- CLOSING DATE 20-JUNE-2018" on the top left-hand corner & the Bidder's name & address on the bottom left-hand corner.*

*2.2 Bids sealed, enclosed, marked and addressed as aforesaid, shall be sent under Registered Cover to reach the Chairman, DPC, Ceylon Petroleum Corporation, Refinery Division, Materials Department, Sapugaskanda, Kelaniya, Sri Lanka not later than 1430 hours on 20-June-2018. If, the Bidders choose not to send their Bids under Registered Cover, they could deposit such Bids in the Tender Box provided for this purpose at the office of Refinery Manager, Oil Refinery, Sapugaskanda, Kelaniya, Sri Lanka.*

*2.3 Department Procurement Committee reserves the right to reject any or all offers without assigning any reason.*

## 2.4 **CLOSING & OPENING OF BIDS**

*Bids will be closed at 1430 hours on 20-June-2018 & will be opened immediately thereafter at the Refinery Conference Room.*

*Bidder/s or their duly authorized representative/s may be present at the opening of bids. The officer who opens the Bids will read out the total price, as indicated in the schedule of prices / Pro-forma to those who are present. Technical Data, Specifications or similar particulars will not be divulged.*

## 2.5 **LATE BIDS**

*Any Bid received after the deadline for submission of Bid will be rejected and returned unopened to the Bidder.*

## 03. **VALIDITY**

3.1 *The offer should be valid for acceptance for a minimum period of 60 days from the date of opening of the Tender.*

3.2 *On acceptance of the offer within the period of 60 days if necessary the validity of offer should be extended for purpose of placing the official purchase order and other required documentation.*

3.3 *On acceptance of the offer within the period of 60 days if necessary the validity of offer should be extended for purpose of placing the official purchase order and other required documentation.*

*Bids that do not comply with the above requirements will be rejected.*

## 04. **DOCUMENTS & DETAILS TO ACCOMPANY BID**

*All Bids shall contain adequate particulars in respect of the items offered. Failure to furnish the following documents and details along with the tender may result in the Bid being rejected. All documents shall be in English Language.*

01. *Name of Manufacturer and Country of origin.*
02. *Certificate from Manufacturer that the Caustic Soda Solid offered are of current manufacture.*
03. *Available Test Certificates*
04. *Variations and/or deviations from Specifications, if any, should be indicated.*
05. *Schedule of Prices – **Section III** duly completed and **signed**.*
06. *A list of past & current supply records.*
07. *A copy of the receipt obtained for payment of Rs. 21,000.00.*
08. *Caustic Soda sample (250g) & certificate of analysis*
09. *Valid Certificate of Registration issued by the Registrar of Public Contracts (PCA3)*

*(Every Bidder will be required to initial and submit each page of the Tender Document including drawings/specifications, relevant catalogues and other details along with the quotation)*

**05. PRICE**

5.1 Bidders are required to duly sign and return the Schedule of prices, marked **Annex "B"** indicating their offers in detail together with the Pro-forma Invoice.

5.2 Should indicate the prices in rupees with taxes separately.

*If any taxes are not mentioned separately such taxes will be considered as not relevant for the bid.*

5.3 The prices should indicate the charges for delivery (if any)

*Bids not on the prescribed form and not in the manner required may be rejected.*

**06. PAYMENT**

*Payment will be made within about 04 weeks after receipt of each consignment of Caustic Soda Flakes to CPC warehouse.*

**07. BASIS OF EVALUATION**

*Bids will be evaluated on the basis of lowest price meeting the CPC tender specifications & other commercial conditions.*

*The price quoted in foreign currency will be converted to Sri Lankan Rupees at the selling exchange rate determined by the Central Bank of Sri Lanka prevailing on the date of opening of Bids. Arithmetical error in the Bidding Document will be corrected.*

**08. ANY OTHER INFORMATION**

*Any other information required could be obtained from the Materials Manager, Ceylon Petroleum Corporation, Refinery Division, Sapugaskanda, Kelaniya, Sri Lanka.*

Telephone : 011-2400110  
Fax : 011-2400434 / 2400436 / 5528919  
E-mail : refmaterials@sltnet.lk

MANAGER (MATERIALS)  
CEYLON PETROLEUM CORPORATION,  
REFINERY DIVISION,  
SAPUGASKANDA, KELANIYA,  
SRI LANKA

**SPECIFICATIONS****Item to be purchased:**

<b>Qty.</b>	<b>Unit</b>	<b>Description</b>
<b>50,000</b>	<b>kg</b>	<b>Caustic Soda Flakes Packed in 25kg bags</b>

**Specifications:**

$\text{Na}_2\text{O}$	Min. 76.2% w/w
	<b>Or</b>
$\text{NaOH}$	Min. 92.7% w/w
$\text{Na}_2\text{CO}_3$	Max. 0.85% w/w
$\text{NaCl}$	Max. 100 ppm
Iron	Max. 2 ppm

**Note:**

**Caustic Soda should be packed in polythene bags with inner polythene lining suitable for rough handling.**

**Samples:**

**Bidder must forward the certificate of analysis & relevant sample of caustic soda offered along with the bid (250 g).**

**GENERAL CONDITIONS FOR SUPPLY OF CAUSTIC SODA**

1. The selected supplier shall deliver the Caustic Soda Flakes to the stores at CPC- Refinery, Sapugaskanda, within short notice in batches as & when requested. Special arrangements may be required for delivery after office hours & during holiday periods (Poya day, Saturday & Sunday).
2. Supplied chemicals should be from the most recently produced new batch and in any case the production date should not be older than 6 weeks from the date of shipment.
3. The supplier should guarantee that package are in good condition, if any damage in noticed after receiving, supplier shall replace them free of charge.
4. Quantities of delivery batches will be decided by CPC depending on the requirement.

5. Production date and expiry date should be mentioned on each drum/bag of all chemicals.
6. The remaining minimum shelf life of the supplied product should be nine months from the date of receiving the goods at Refinery, Warehouse.
7. Items to be delivered to Refinery, Sapugaskanda during the year after receiving of our official purchase order to cater to the urgent needs of the Refinery.
8. In case of any price increase, supplier should inform CPC minimum of 21 days ahead of scheduled delivery.
9. In case of market price decrease, invoice should be raised at the lowest possible prevailing market price.
10. 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.
11. Bid evaluation will be on calculated price as per purity on prorata basis.
12. Any undesirable contents of impurities will not be accepted.
13. Any deviation of parameters slightly less than the specified level has to be discounted in proportion to the given specifications if the offer is accepted.

**SCHEDULE OF PRICES**  
**SUPPLY OF CAUSTIC SODA FLAKES (4215T)**

<b>Qty Required</b>	<b>Unit</b>	<b>DESCRIPTION</b>	<b>Price (Rs.) without Taxes</b>	
			<i>Unit</i>	<i>Total</i>
<b>50,000</b>	<b>kg</b>	<b>Caustic Soda Flakes Packed in 25 kg Bags</b>		

	<i>Amount - Rs.</i>
<i>Less Discount, if any</i>	
<i>Total Price - Without Taxes</i>	
<i>Transport Charges, if any</i>	
<i>NBT - If applicable</i>	
<i>VAT - If applicable</i>	
<i>Total Delivered-at-site Price (with all taxes)</i>	

*Validity* .....

*Name of Manufacturer* .....

*Country of Manufacturing* .....

**Agreed to abide by all General Conditions in Section I & the Specifications in Section II of the tender**

*Company Address* .....  
 .....  
 .....

*Name* .....

*Date* .....

*Signature of Bidder*

.....  
*Company Stamp*

**INVITATION FOR NATIONAL COMPETITIVE BIDS**

**CEYLON PETROLEUM CORPORATION**  
**REFINERY DIVISION**

**PUBLIC TENDER 4215 T**

**SUPPLY OF**  
**50,000KG OF CAUSTIC SODA FLAKES (PACKED IN 25KG BAGS)**

*Sealed Bids are invited from Local Caustic Soda Suppliers for the Supply of 50,000kg of Caustic Soda Flakes (Packed in 25kg Bags) conforming to the Terms & Conditions given under the Bidding Document.*

*Any Bidder submitting a bid, shall pay a refundable deposit of Rs. 20,000.00 and a nonrefundable document fee of Rs. 1,000.00 to the Cashier, 5<sup>th</sup> Floor, CPC Head Office, No. 609, Dr. Danister de Silva Mawatha, Colombo - 09 or to the Cashier, Refinery Division, Sapugaskanda, Kelaniya before 1500 hours on any working day up to 18-June-2018.*

*Bidding document is available on CPC web site [www.ceypetco.gov.lk](http://www.ceypetco.gov.lk).*

*Alternatively, Bidding documents could also be obtained from the under mentioned.*

*Bids will be received by the Chairman, Department Procurement Committee until 1430 hours on 20-June-2018 and will be opened immediately thereafter at the Refinery Conference Room.*

**MANAGER (MATERIALS)**  
**CEYLON PETROLEUM CORPORATION**  
**REFINERY DIVISION,**  
**SAPUGASKANDA,**  
**KELANIYA**

**TEL. 011-2400110**

# දේශීය තරගකාරී මිල ගණන් කැඳවීම

ලංකා ඛනිජ තෙල් නීතිගත සංස්ථාව (පිරිපහදු කාර්යාංශය)

## ප්‍රසිද්ධ ටෙන්ඩර් - 4215T

### කිලෝ 25 මලුවල අනුරත ලද කෝස්ටික් සෝඩා (CAUSTIC SODA FLAKES) කිලෝ 50,000 ක් සැපයීම

ලංකා ඛනිජ තෙල් නීතිගත සංස්ථාව, පිරිපහදු කාර්යාංශය, සපුගස්කන්ද, කැලණිය, ශ්‍රී ලංකාව හි දෙපාර්තමේන්තු ප්‍රසම්පාදන කමිටුවෙහි සභාපති විසින් දේශීය කෝස්ටික් සෝඩා සැපයුම් කරුවන්ගෙන් මිල ගණන් කැඳවීමේ පත්‍රයේ සඳහන් පිරිවිතර හා කොන්දේසි වලට සම්පූර්ණයෙන් අනුකූල වූ කිලෝ 25 මලුවල අනුරත ලද කෝස්ටික් සෝඩා කිලෝ 50,000 ක් සැපයීම සඳහා මුදා තබන ලද මිල ගණන් කැඳවනු ලැබේ.

කිසියම් ලන්සු තබන්නෙකු, මිල ගණන් ඉදිරිපත් කරන්නේ නම්, රු. 20,000.00 ආපසු ගෙවනු ලබන තැම්පතු මුදලක්ද අයදුම්පත් සඳහා ආපසු නොගෙවන රු.1,000.00 ක මුදලක්ද 2018-ජන-18 වන දින 1500 වන පැය දක්වා කාර්යාල දිනවලදී අංක 609, වෙද, ඩැනිස්ටර් ද සිල්වා මාවත, කොළඹ 09, ස්ථානයෙහි පිහිටි ලංකා ඛනිජ තෙල් නීතිගත සංස්ථාවෙහි ප්‍රධාන කාර්යාලයෙහි 05 වන මහලෙහි මුදල් අයකැමිට හෝ පිරිපහදු කාර්යාංශය, සපුගස්කන්ද, කැලණියහි මුදල් අයකැමිට මුදලින් කල යුතුය.

මිල ගණන් කැඳවීමේ පත්‍ර [www.ceypetco.gov.lk](http://www.ceypetco.gov.lk) යන වෙබ් අඩවියෙහි අන්තර්ගත වේ.

තවද ටෙන්ඩර් පත්‍ර පහත සඳහන් අයගෙන්ද ලබා ගත හැකිය.

මිල ගණන්, දෙපාර්තමේන්තු ප්‍රසම්පාදන කමිටුවේ සභාපති විසින් 2018-ජන-20 දින 1430 පැය දක්වා බාරගන්නා අතර එම මොහොතේම පිරිපහදු සම්මන්ත්‍රණ ශාලාවේදී විවෘත කරනු ලැබේ.

කළමනාකාර (ද්‍රව්‍ය)  
ලංකා ඛනිජ තෙල් නීතිගත සංස්ථාව  
පිරිපහදු කාර්යාංශය,  
සපුගස්කන්ද,  
කැලණිය, ශ්‍රී ලංකාව

දු.ක. 011 2 400 110