

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

**PUBLIC TENDER 4344T**  
**SUPPLY OF 19 NO. DESKTOP COMPUTERS**  
**(NATIONAL COMPETITIVE BIDS)**

**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 04-December-2020. 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. 4344T FOR THE SUPPLY OF **19 NO. DESKTOP COMPUTERS** - CLOSING DATE 09-DECEMBER-2020" 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 09-December-2020. 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 09-December-2020 & 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 63 days from the date of opening of the Tender.*

3.2 *On acceptance of the offer within the period of 63 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 63 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 Manufacturing.
02. Certificate from Manufacturer that the Items offered are of current manufacture.
03. Variations and/or deviations from Specifications, if any, should be indicated.
04. Schedule of Prices – **Section III** duly completed and **signed**.
05. A list of past & current supply records.
06. A copy of the receipt obtained for payment of Rs. 21,000.00.
07. 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 Proforma 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. DELIVERY TIME**

*Within **04** weeks from the date of issuing the purchase order*

**07. PAYMENT**

*Payment will be made within about 04 weeks after receipt of Desktop Computers to CPC warehouse & satisfactory completion of the order.*

**08. BASIS OF EVALUATION**

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

*Arithmetical error in the Bidding Document will be corrected.*

**09. ANY OTHER INFORMATION**

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

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

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

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

<b><i>Qty.</i></b>	<b><i>Unit</i></b>	<b><i>Description</i></b>
<b>19</b>	<b>No.</b>	<b>Desktop Computer</b>

**Minimum Specification for desktop computer**

Make	Specify	
Model	Specify	
Processor	Intel Core i7-9th Generation Processor	
Cache	12 MB cache	
Clock Speed	3.0 GHz base frequency, up to 4.7 GHz	
Chipset	Intel Chipset	
Cores	8 Cores	
Form Factor	Tower	
Hard Disk	1 TB, 7200 rpm, SATA	
Memory	16 GB 2666 MHz DDR4 SDRAM (2 x 8 GB)	
Memory slots	4 DIMM	
Network Communication	Integrated 100/1000 Mbps LAN	
Video Memory	Integrated Graphics Media Accelerator	
Optical Drive	DVD RW-SATA (Same Desktop Brand)	
	Make	Same Desktop Brand
	Model	Specify
Monitor	Type	LED backlight monitor with
	Viewable image area (diagonal)	21.5 inch
	Connectivity	VGA + HDMI (1 VGA & 1 HDMI cable should be provided)
	Power supply	Internal
	Input power	240 VAC

Key board	USB Standard Keyboard (Same Desktop Brand)	
Mouse	USB Optical Wheel Mouse with pad (Same Desktop Brand)	
Expansion Slot	1 full-height PCIe x1 1 full-height PCIe x16	
I/O Ports	1 x HDMI Port	
	1 x RJ-45	
	4 x USB 3.0 (Front 2, Rear 2)	
	4 x USB 2.0 (Front 2, Rear 2)	
	1 x Combo Jack	
1 x VGA		
Audio	Integrated Audio - Line in Out Mic with Internal Speakers	
Operating system	Windows 10 Pro (OEM Software CD/DVD should be provided)	
Warranty	3 Years Comprehensive onsite Warranty (Parts, Labor)	
Authorization (if manufacturer authorization letter not attached CPC treat as non-responsive)	Manufacturer authorization letter should be attached	
Selling Experience (Proof documents should be attached)	Bidder should have min. of 10 years' experience selling computers and peripherals	
ISO Certification (Proof documents should be attached)	Manufacturer's ISO Certification should be attached	
	Bidder's ISO Certification should be attached	
Service and Maintenance	Ability to provide island wide maintenance service	
	3 Preventive maintenance services per year during the warranty period.	
Workshop Facilities  (If details are not attached CPC treat as non-responsive)	Bidder should have well established workshop	
	Bidder should provide island wide service center details	
	Documents evident to be providing of the following <ul style="list-style-type: none"> <li>➤ Address</li> <li>➤ Contact details and date of commencement of each branch/regional office.</li> </ul>	

	Manufacture authorized workshop facilities	
	Maintenance staff details should be attached	
Delivery Period	Within 2 weeks	
Response Time	To be responded within 4 hours	
Resolving Time	To be resolved within 48 hours	
	If not similar equipment should be provided on loan	
Online Support	OEM web site to check specification and drivers download	

**SCHEDULE OF PRICES**  
**SUPPLY OF DESKTOP COMPUTERS (4344T)**

<b>Qty Required</b>	<b>Unit</b>	<b>DESCRIPTION</b>	<b>Price (Rs.) without Taxes</b>	
			<i>Unit</i>	<i>Total</i>
<b>19</b>	<b>No.</b>	<b>Desktop Computer</b>		

	<i>Amount - Rs.</i>
<i>Less Discount, if any</i>	
<i>Total Price - Without Taxes</i>	
<i>Cost of Transport, if any</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 4344T**

**SUPPLY OF 19 NO. DESKTOP COMPUTERS**

*Sealed Bids are invited from Local Suppliers for the Supply of above mentioned item 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 on a request letter 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 04-December-2020.*

*Bidding document, which comprises the conditions of the Tender and the specification is available on websites **[www.ceypetco.gov.lk](http://www.ceypetco.gov.lk)** & **[www.dgmarket.com](http://www.dgmarket.com)**.*

*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 09-December-2020 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 - 4344T

### පරිගණක 19ක් (19 NO. DESKTOP COMPUTERS) සැපයීම

ලංකා ඛනිජ තෙල් නීතිගත සංස්ථාව, පිරිපහදු කාර්යාංශය, සපුගස්කන්ද, කැලණිය, ශ්‍රී ලංකාව හි දෙපාර්තමේන්තු ප්‍රසම්පාදන කමිටුවෙහි සභාපති විසින් දේශීය සැපයුම් කරුවන්ගෙන් මිල ගණන් කැඳවීමේ පත්‍රයේ සඳහන් පිරිවිතර හා කොන්දේසි වලට සම්පූර්ණයෙන් අනුකූල වූ ඉහත සඳහන් දෑ සැපයීම සඳහා මුද්‍රා 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 2020-දෙසැම්බර්-04 වන දින 1500 වන පැය දක්වා කාර්යාල දිනවලදී අංක 609, වෛද්‍ය ඩැනියෙල් 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 ලිපියක් ඉදිරිපත්කිරීමෙන් මුදලින් කල යුතුය.

මිල ගණන් කැඳවීමේ පත්‍රයේ කොන්දේසි සහ පිරිවිතර [www.ceypetco.gov.lk](http://www.ceypetco.gov.lk) සහ [www.dgmarket.com](http://www.dgmarket.com) යන වෙබ් අඩවියන්හි අන්තර්ගත වේ.

තවද ටෙන්ඩර් පත්‍ර පහත සඳහන් අයගෙන්ද ලබා ගත හැකිය.

මිල ගණන්, දෙපාර්තමේන්තු ප්‍රසම්පාදන කමිටුවේ සභාපති විසින් 2020-දෙසැම්බර්-09 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

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