



# ලංකා ඛනිත තෙල් නීතිගත සංස්ථාව

(වර්ෂ 1961 අංක 28 දරණ පාර්ලිමේන්තු පනතින් ස්ථාපිත කරන ලදී.)  
පිරිපහදු කායනිංශය, තැ.පෙ. 11, කැලණිය.

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இலங்கை பெற்றோலியக் கூட்டுத்தாபனம்  
(1961ம் ஆண்டின் 28ம் இலக்க பாலாளுமன்ற  
சட்டத்தின்படி அமைக்கப்பட்டது)  
எண்ணெய் சுத்திகரிப்புப் பிரிவு  
த. பெ. இலக்கம் 11, களணிய.

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@slnet.lk

## REQUEST FOR QUOTATION

Our Ref:GL1 - SR19-002  
Date:02.02.2019

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 28-02--2019 at 1400 hrs.. 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 28-03--2019 from closing date. Country of origin & delivery date to be mentioned against each item. Please comply with our general conditions & instructions given Overleaf.

Thanking You,

Yours Faithfully,

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

(To be completed by supplier)

Item No	Qty	Unit	Description	Unit Price	Amount (Without VAT)
001	12	EA	WOODEN CLERICAL CHAIRS AS PER ATTACHED SKETCH NO. 1635. OTHER CONDITIONS AS PER ATTACHED SHEET.		
002	19	EA	TYPIST CHAIRS AS PER ATTACHED SPECIFICATION AND OTHER CONDITIONS.		
003	10	EA	ARMLESS STEEL CUSHIONED CHAIRS WITH COATED STEEL FRAME AS PER CPC SKETCH NO. 1589		

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REQUEST FOR QUOTATION

(Contd.)

Our Ref:GL1 - SR19-002

Item No	Qty	Unit	Description	Unit price	Amount (Without VAT)
004	13	EA	COMPUTER TABLE (H/D)		
005	13	EA	VISITORS CHAIRS - AS PER ATTACHED DIAGRAM		
006	7	EA	STANDARD STEEL LOCKER COMPARTMENTS		
007	2	EA	WOODEN EXECUTIVE TABLE; AS PER ATTACHED SKETCH NO. 615		
008	10	EA	STANDARD STEEL FILLING CABINET		
			Total Without Tax	----	
			(if any) ...%NBT----		
			(if any) ...%VAT----		
			Total Amount with NBT+VAT----		

UNSIGNED BIDS WILL BE REJECTED

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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**SR19-002**

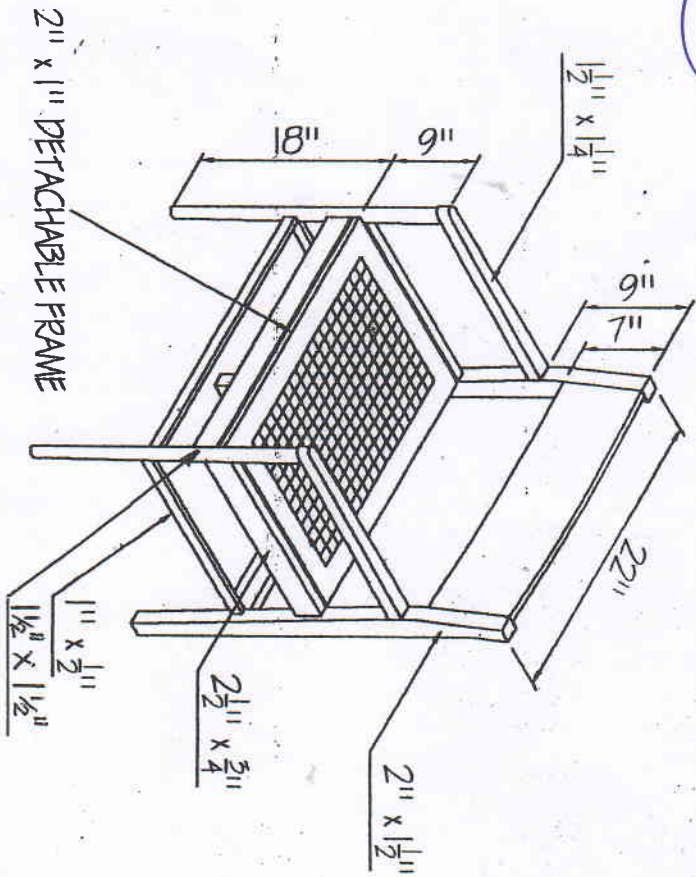
ITEM NO.	QTY	DESCRIPTION	SPECIFICATION AND OTHER CONDITONS
01	12	WOODEN CLERICAL CHAIRS	SKETCH NO. 1635 , TIMBER SATIN Other Conditions :- 1. Contractor shall use well seasoned timber free from any defects. 2. All visible surfaces must be well sand papered to any smooth finish and finished with polishing. 3. All joints shall be of such construction using suitable jointing screws that joints will neither expand nor open up and shall have & finished finish. 4. Supplier shall guarantee the furniture supplied against warping of timber and opening up of any joints for & period of one year and shall rectify defects within the guarantee period, Unless there is evidence that the defects were caused by improper use by CPC personnel. 5. The quality of work shall be to the satisfaction of the projects Department. 6. Item shall be delivered to CPC Refinery.
02	19	TYPIST CHAIRS	1. High back, Rugged, revolving, height adjustable, typist chairs with hand rest & five Footing with caster wheels(cushioned back and seat with fabric). 2. Width between armrests inside must be 17 inch or more. 3. Minimum height of back rest 15 inch 4. Damro model OCT 015 preferred . <b>Note:</b> 1. Product catalogue shall be sent along with the quotation. 2. One year guarantee is required. 3. Supplier shall deliver the items to Refinery Sapugaskanda.
03	10	ARMLESS STEEL CUSHIONED CHAIRS  SKETCH NO: 1589	1. Cushioned steel and back with vinyl upholstery. 2. Colours - Brown / black. <b>NOTE:</b> 1. Six months Warranty is required. 2. supplier shall deliver items to Refinery sapugaskanda.

SR19-002

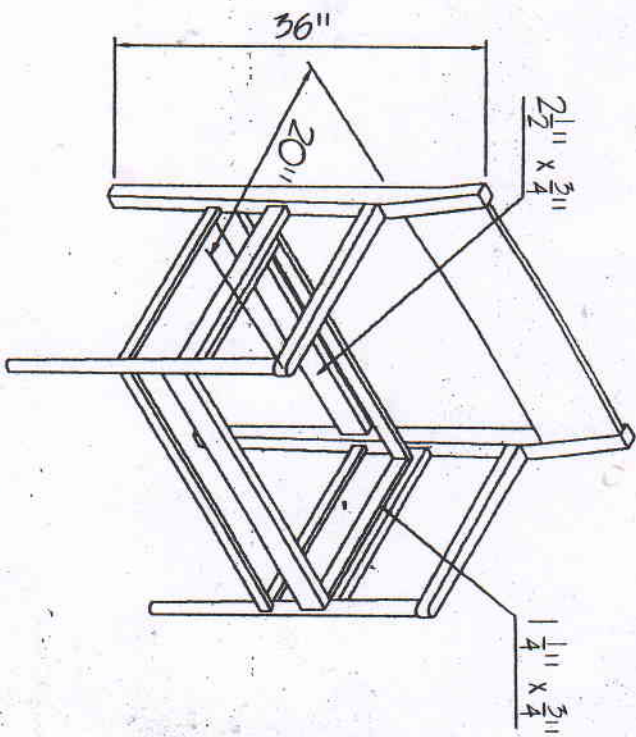
4/9

04	13	COMPUTER TABLE	<p>minimum one drawer and 4 ft x 2 ft tabletop (approx.)</p> <ol style="list-style-type: none"> <li>1. One year warranty required</li> <li>2. Supplier shall send descriptive produced catalogues for evaluation Purpose.</li> <li>3. Table shall be made out of melamine boards with castor wheels.</li> </ol> <p style="text-align: right;"><i>HEAVY DUTY</i></p>
05	13	VISITORS CHAIRS	<p>AS PER ATTACHED DIAGRAM. (PREFERRED DAMRO MODEL OCV 006) COLOUR - BLUE/BLACK</p>
06	07	STANDARD STEEL LOCKER COMPARTMENTS	<p>(04 LOCKERS IN EACH COMPARTMENT) AS PER ATTACHED SKETCH NO. 1447 01 OF 02</p> <p><i>warranty - 01 YEAR</i></p>
07	02	WOODEN EXECUTIVE TABLE	<p>AS PER ATTACHED SKETCH NO. 615 Length 6", Width 3" Height 2.6" Timber - Teak Other Condition</p> <ol style="list-style-type: none"> <li>1. Contractor shall use well seasoned timber free from any defects.</li> <li>2. All visible surfaces must be well sand papered to any smooth finish and finished with polishing.</li> <li>3. All joints shall be of such construction using suitable jointing screws that joints will neither expand nor open up and shall have &amp; finished finish.</li> <li>4. Supplier shall guarantee the furniture supplied against warping of timber and opening up of any joints for &amp; period of one year and shall rectify defects within the guarantee period, Unless there is evidence that the defects were caused by improper use by CPC personnel.</li> <li>5. The quality of work shall be to the satisfaction of the projects Department.</li> <li>6. Item shall be delivered to CPC Refinery.</li> </ol>
08	10	STANDARD STEEL FILLING CABINET4	<p>4 1/2' x 2' x 1 1/2' Standard steel filling cabinet with lockable 4 drawers.</p> <p><b>NOTE</b> : Fabricate Material - G-22 (0.7 mm)Steel sheets (Minimum) Painting - One Primer coat and Two finished coats.</p> <p>One year warranty required.</p>

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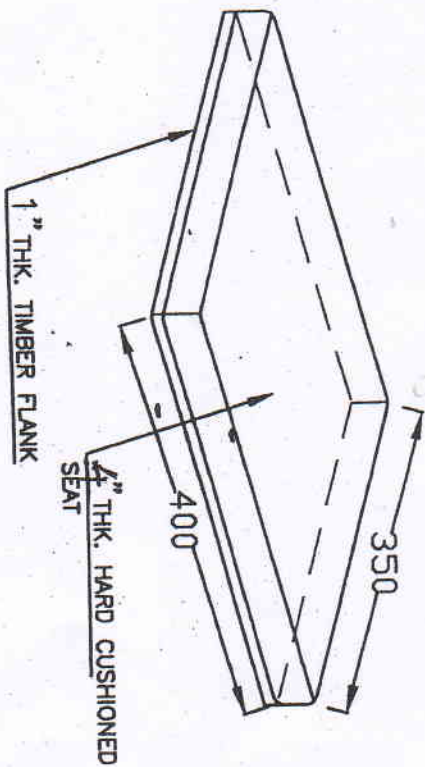
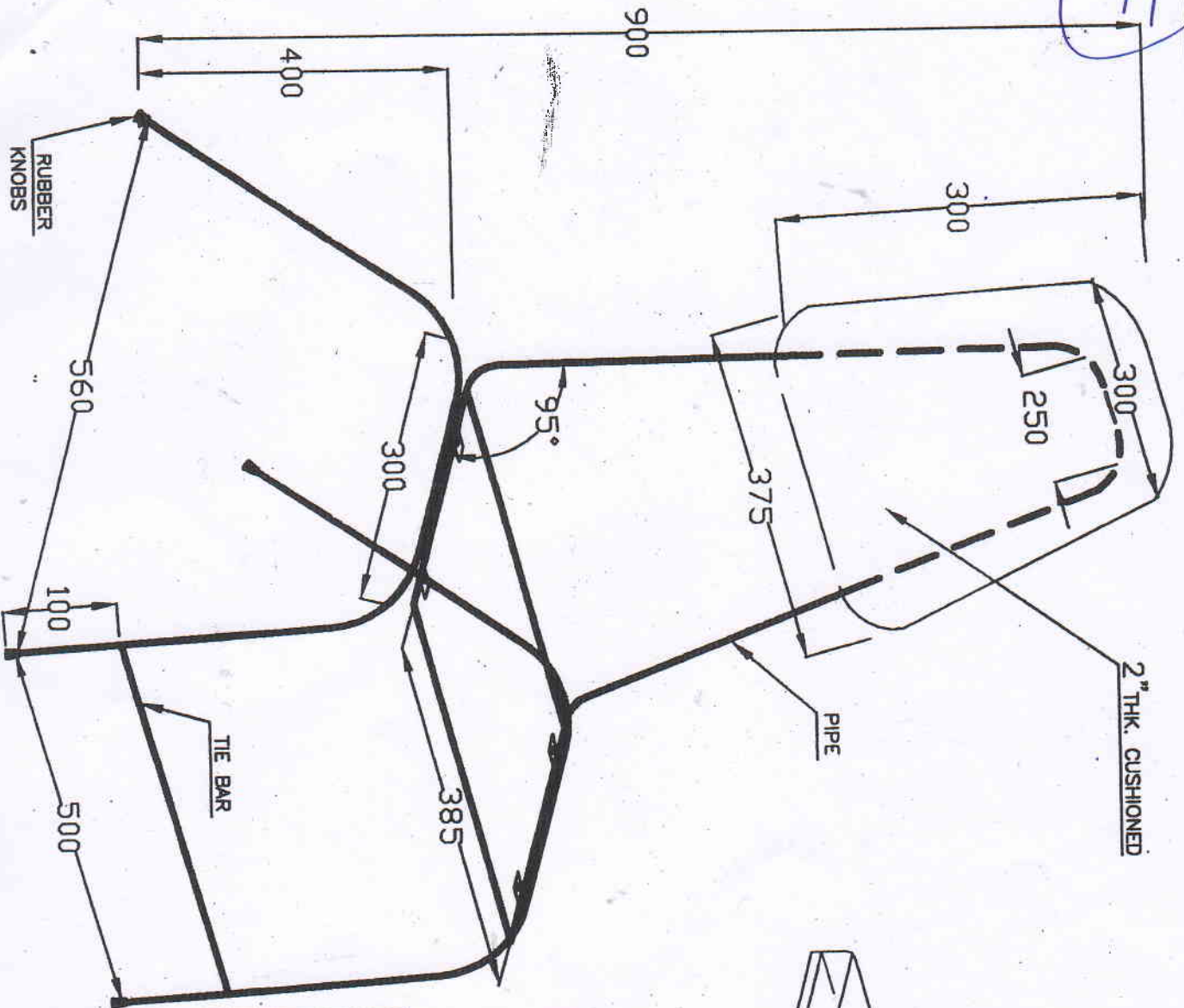
VIEW - 01



VIEW - 02

CLERK'S CHAIR				FOR CONSTRUCTION
REV	DATE	BY	CHKD/APPROVED	FOR COMMENTS
A				
0				
DISCRPTION				
LOCATION :				
PROJECT				
CEYLON PETROLEUM CORPORATION				
REFINERY DIVISION				
SAPUGASKANDA				
SCALE				SKT.No:-1635

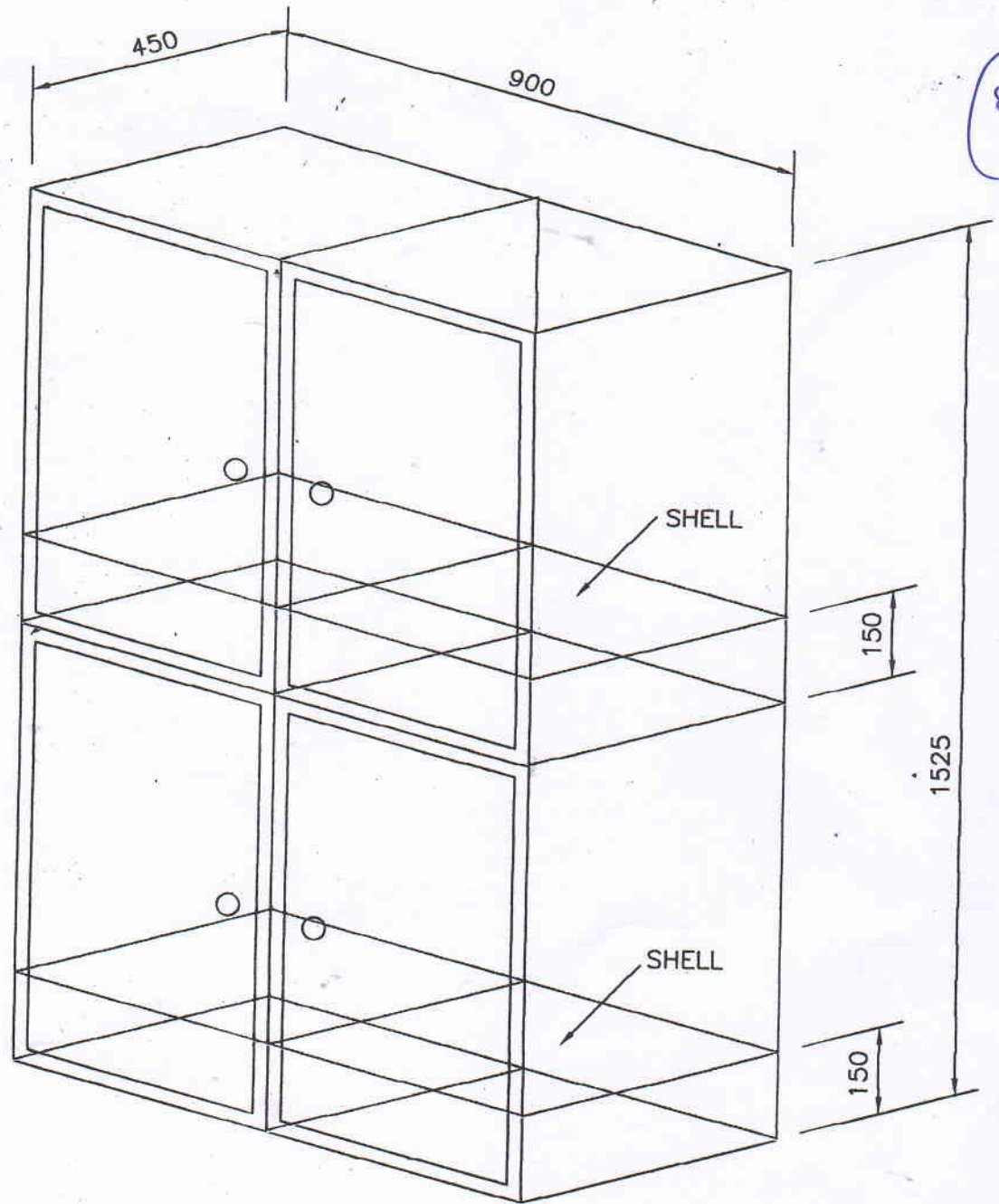
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REV	DATE	BY	CHKD	APPROVED	DESCRIPTION
A					FOR CONSTRUCTION
0	12.6.12	EN			FOR COMMENTS

### STEEL CHAIR

LOCATION		PROJ.
CEYLON PETROLEUM CORPORATION		SCALE
REFINERY DIVISION		SKETCH NO. 1589
GADIGASKANDA		

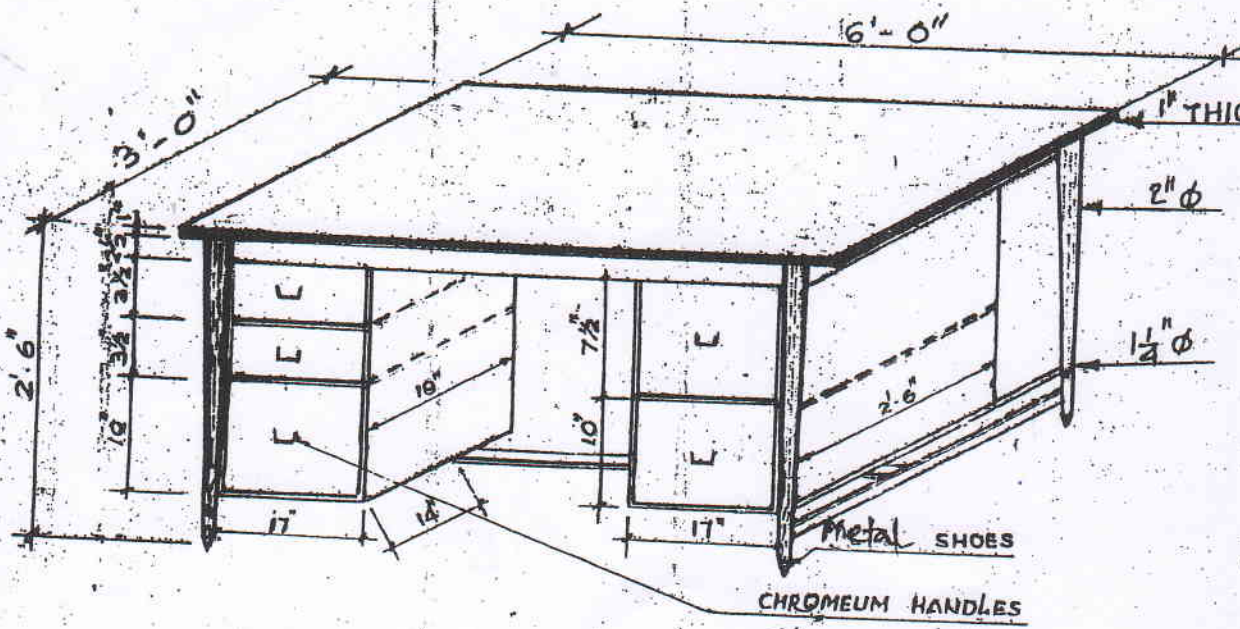


NOTES:-

1. MATERIAL: G.22 (0.7 mm.) STEEL SHEETS
2. SHELL BE PAINTED WITH ONE PRIMER COAT & TWO FINISHED COATS
3. EACH COMPARTMENT SHELL BE PROVIDED WITH A LOCK
4. EACH COMPARTMENT SHELL BE PROVIDED WITH A SHELL AS SHOWN.

<u>STEEL LOCKERS</u>	
(LOCKER UNIT CONSISTING OF 4 COMPARTMENTS)	
LOCATION:- SAPUGASKANDA TERMINAL	PROJ.NO.:- 82
CEYLON PETROLEUM CORPORATION, REFINERY DIVISION, SAPUGASKANDA.	DRAWN BY.:-
	SKCH.NO.:- 14

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EXECUTIVE TABLE

C. P. C.  
OIL REFINERY  
SAPUGASKANDA

DATE : 09.02  
SCALE : -  
SKETCH NO. : 615