

CEYLON PETROLEUM CORPORATION

REGISTRATION OF LOCAL SUPPLIERS AND CONTRACTORS FOR THE YEAR -2026

(B/37/2025)

Applications are invited from reputed Manufacturers/Suppliers or their Accredited Agents, Authorized Dealers, Contractors and other Business establishments, who are interested in registering with the Ceylon Petroleum Corporation to Supply the under mentioned Works, Goods, Repairs and Maintenance and Services during the year 2026.

A. Materials

1. Aluminum Extrusions, Accessories & Material (Related to Aluminum Work)
2. Batteries (Vehicles/Rechargeable)
3. Bed Sheets, Pillowcases, T-Shirts ,Dusters, Cotton waste, Polishing clothes
4. Computer consumables (Toners, Cartridges, Pen Drives, Ribbons etc.)
5. Computers and Network Equipment
6. Computer Peripherals (Printers, Scanners, UPS etc.)
7. Corrugated Cartons
8. Electronic/Electrical Equipment (TV, Fans, Kettles, Calculators, Cameras etc.)
9. Electrical items and accessories (Switches, Bulbs, Wires etc.)
10. General Hardware (Ceramic Tile, Bath Room Fittings & Accessories, Bolts, Nuts, G.I. Pipes, M.S. Plates, PVC Pipes & Fittings, Paints (Enamel, Emulsion Paints & Thinner etc.
11. Light Machinery & Tools
12. Office Equipment (Adding Machine, Photocopiers, Duplicating Machines, Facsimile etc.)
13. Office Furniture (Steel/ Wooden)
14. Office Stationery (Pen, Pencils, Envelopes, Staplers, Photocopy Papers etc.)
15. Personnel Protective & Safety Equipment
16. Pharmaceuticals
17. Poly Cans/ Poly Bags /Alufoil Bags/ Poly Bags Printing
18. Printing Works
19. Shoes (Safety Shoes, Pump Shoes, Work Boots, Gum Boots, Sandal etc.)
20. Security Uniforms (Beret, Belt, Cap, Badge etc.)
21. Spare Parts for Vehicles (Car, Van, Jeep, Lorry, Three Wheeler)
22. Tyres & Tubes
23. Uniform Materials (Shirts and Trouser Materials, etc.

B. Works / Services

1. Construction and Repairs to Buildings, Driveways, Yards, removal and installation of steel storage tanks, laying of pipelines and other related civil construction works in CPC owned premises up to value of Rs.5.0 Million.
2. Building Services (Mechanical, Electrical, Plumbing , Sewerage & any other services)
3. Mechanical/Electrical/Tinkering and Painting/Auto AC/Seat Cover and upholstery works, Car setup , Revers Camera Installation/ Wheel alignment of motor vehicles
4. Routing Services for all kinds of Motor Vehicles (full/half)

5. Construction / Repair of Zn/Al roof & ceiling
6. Aluminum fabrication, Metal Ceiling, Tempered Glass work
7. Survey of Land and Buildings.
8. Supply & Installation of Air Conditioners
9. Central Air Conditioning Service.
10. Split Air Conditioning Services
11. Landscaping/Interlock Paving
12. Computers/Printers Repairing and Servicing
13. Repair and Maintenance of Fire and Safety Equipment.
14. Cleaning Under Ground Tanks (3000 IG, 5000 IG)
15. Advertising (Advertising & Promotional Items, Event Management & Public Relations, Designing, Printing Services, Digital Marketing)

Terms and Conditions for Applicants

- a) Quotations will generally be called from the Registered Suppliers/ Authorized Dealers and Manufacturers/ Contractors. Ceylon petroleum Corporation, reserves itself the right to invite quotations from non-registered Authorized Dealers/ Suppliers and Manufacturers/ Contractors.
- b) Suppliers, Authorized Dealers, Manufacturers and Contractors who are already registered with CPC for the year 2025 shall re-apply for the registration for the year 2026
- c) Names of those who fail to deliver Goods and Services on time or who supply Substandard Goods, Services, Repairs and Maintenance will be expunged from the register.
- d) Only the Garages / Service centers located in Western Province will be registered under item No. 2 & 3.
- e) Payment shall be made within a period of thirty (30) days for all Supplies and Services

Submission of Application

- a) Applicants who wish to be registered for supplies and services should make a written request under their letterhead to the **Manager (Procurement & Stores)**, and they should mention the items separately.

- b) Applications for registration can be obtained from the Manager (Procurement & Stores), Procurement & Stores Division, First floor, Ceylon Petroleum Corporation, No. 609, Dr. Danister De Silva Mawatha, Colombo 09 from 0900 hrs. To 1500 hrs.
- c) Application forms for registration can be downloaded from CPC official web site [www.ceypetco.gov.lk/public tenders /registration forms](http://www.ceypetco.gov.lk/public_tenders_registration_forms)
- d) **The Closing Date of the issuing of applications is 31.10.2025**
- e) All applications duly completed should be hand delivered or sent by Registered Post with the letter issued by the Commissioner of Inland Revenue Department, regarding the payment of Value added Tax (VAT) to reach the Manager (Procurement & Stores), Procurement & Stores Function, 1st Floor, Ceylon Petroleum Corporation, No. 609, Dr. Danister De Silva Mawatha, Colombo 09., **on or before 04th November 2025.**
- f) Application received late will not be considered for registration

Payments

- a) Non-refundable cash payment of **Rs.300.00** which covers registration fee, only for one (01) category of Material and Service. Applicants who wish to be registered for more than one supply should make an additional payment of **Rs.300.00**
- b) Payments should be made to the Cashier of Ceylon Petroleum Corporation.

Clarifications (if any) shall be sought from the Manager (Procurement & Stores) on Tel Nos. 0117-296333/4 or Fax No. 0112-106769 and email - supplies@ceypetco.gov.lk.

Manager (Procurement & Stores)
Procurement & Stores Function,
1st Floor, Ceylon Petroleum Corporation
No. 609, Dr. Danister De Silva Mw.
Colombo 09.