

CEYLON PETROLEUM CORPORATION
REFINERY DIVISION

NCB 4619 T
(NATIONAL COMPETITIVE BIDS)

SUPPLY OF UNIFORM MATERIALS IN PIECES AS SPECIFIED,
TOWELS & SOCKS

SECTION I

GENERAL CONDITIONS:

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

01.A) BID DEPOSIT & ISSUING OF BIDDING DOCUMENTS

Bidding Documents can be obtained up to 13-July-2026. Any Bidder calling for Bidding Documents, shall pay a non-refundable Bidding Document fee of Rs. 1,000/= per set to the Cashier, CPC Head office, No. 609, Dr. Danister de Silva Mawatha, Colombo - 09 or to the Cashier, Refinery Division, Sapugaskanda, Kelaniya & also payments can be made in cash to the Ceylon Petroleum Corporation's People's Bank Account No. 004100110208633 referring tender number & bidders name in short.

1.B) BID SECURITY GUARANTEE

Each Bid shall be accompanied with a Bid Security Guarantee undertaking that the offer will be held valid for the specified period and that, the offer will not be withdrawn during that period. Such security shall be in the form of a Bank Guarantee or a Bank Draft (along with a letter to fulfill conditions of the Bank Guarantee) issued by a recognized commercial Bank in Sri Lanka approved by the Central Bank of Sri Lanka payable to the Ceylon Petroleum Corporation, in a sum of Sri Lankan Rupees 100,000/=.

The Bid Guarantee shall be unconditionally encashable on demand by Ceylon Petroleum Corporation and valid for Ninety (90) days from the date of closing of bid. A format of Bid Security guarantee is attached (Section IV).

Bid Guaranties received from unsuccessful Bidders will be returned to them after an award is made.

Important:

Failure to submit the Bid Guarantee at the time or before the closing of Bids and in accordance with above said requirements and in the format provided is considered as a major deviation & shall result in the Bid being rejected

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 "NCB NO. 4619T FOR THE SUPPLY OF **UNIFORM MATERIALS**- CLOSING DATE 15-JULY-2026" 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, C/O Secretary to the Refinery Manager, Ceylon Petroleum Corporation, Refinery Division, Sapugaskanda, Kelaniya not later than 1430 hours on 15-July-2026. 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, Refinery Division, Sapugaskanda, Kelaniya.*
- 2.3 *Department Procurement Committee reserves the right to reject any or all offers without assigning any reason*

03. VALIDITY

- 3.1 *The offer should be valid for acceptance for a minimum period of 45 days from the date of opening of the Bids.*
- 3.2 *All prices indicated in the schedule of prices shall be firm and shall not be subjected to any price variation within the validity period of offer specified in (a) above.*
- 3.3 *On acceptance of the offer within the period of 45 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. (a) CLOSING & OPENING OF BIDS

Bids will be closed at 1430 hours on 15-July-2026 & 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.

(b) LATE BIDS

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

05. DOCUMENTS & DETAILS TO ACCOMPANY BID

All Bids shall contain adequate particulars in respect of the items offered.

A. Failure to furnish the following documents and details along with the Bid will result in the bid being rejected.

01. Bid Security Guarantee as per **01. B)**
02. Certificate from Supplier that the goods offered are in good condition & conforming to the specifications
03. A copy of the receipt obtained for payment of Rs. 1,000.00.
04. Schedule of Prices – **Section III** duly completed and signed.
05. Samples of offered items.

B. Failure to furnish the following documents and details along with the Bid may result in the bid being rejected.

01. Country of origin
02. Documentary proof for recent supplies made to customers in similar magnitude

All documents shall be in English Language.

06. SCHEDULE OF PRICES

06.1 Should indicate the prices in Rupees with taxes separately

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

06.3 Where there is a discrepancy between the amount in figures and in words, the amount in words will govern.

06.4 Where there is a discrepancy between the unit rate and the line item total resulting from multiplying the unit rate by the quantity.

a. The unit rate as quoted will govern

b. Unless in the opinion of the Procurement Committee/TEC there is an obviously gross misplacement of the decimal point in the unit rate, in which case the line item total as quoted will govern and the unit rate will be corrected.

06.5 The amount stated in the Bidding Document adjusted in accordance with the above procedure with the concurrence of the bidder shall be considered as binding upon the Tender. If the bidder does not accept the corrected amount of bid, his bid will be rejected.

07. DELIVERY TIME

The successful Bidder will be called upon to supply to the Ceylon Petroleum Corporation the **Pieces of Uniform Materials Towels & Socks** conforming to specifications and strictly abide by the agreed delivery dates, which should be less than **30 Days** from the date of confirmation of the Order. (Shorter delivery periods are most welcome). However, Bidders shall indicate the period within which the items could be delivered from the date of confirmation of the Order.

08. PAYMENT

90% of full payment will be made within 03 weeks after satisfactory delivery of **Uniform Materials as specified Towels & Socks** (full quantity) to CPC Refinery warehouse at Sapugaskanda and acceptance of the relevant Items by the Ceylon Petroleum Corporation & the balance payment of 10% will be released after verification of length & quality of supplied pieces of uniform materials within 60 days from the delivery.

Any payment term requiring advance payments shall not be acceptable to CPC.

09. BASIS OF EVALUATION

All offers received will be examined to determine the eligibility of bidder's responded and substantial responsiveness of bids received. Substantially responsive bid is one, which conforms to the terms, conditions and specifications of the Bidding Document. Incomplete bids will be rejected.

Arithmetical errors in the Bidding Document will be corrected.

Section III shall be completed in full.

Only the bids determined to be substantially responsive will be evaluated and compared. Award will be made to the lowest, responsive & acceptable bid.

CPC reserves the right to evaluate bids on item wise price or lump sum basis & make split orders / single order considering the economic benefit to CPC provided such split orders are acceptable to the bidders (s) selected by CPC.

10. DEFAULT BY SUCCESSFUL BIDDER

If for any reason in the opinion of the Ceylon Petroleum Corporation, the successful Bidder becomes incapable or unable to supply the **Pieces of Uniform Materials** offered in his Bid within the specified delivery period, the Ceylon Petroleum Corporation shall have the right to obtain the goods from other sources without being liable in any manner, whatsoever, to the successful Bidder.

11. ANY OTHER INFORMATION

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

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

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

SCOPE OF SUPPLY & SPECIFICATION

Items to be purchased:

<i>Item No.</i>	<i>Quantity</i>	<i>Unit</i>	<i>Description</i>
01.	681	Meter	Trouser Material - Cotton Drill Width : 60" Colour : Grey 4.5m pieces - 150 6m pieces - 01
02.	54	Meter	Trouser Material - Poly Cotton Width : 60" Colour : Black 4.5m pieces - 12
03.	108	Meter	Trouser Material - Cotton Drill Width : 60" , Colour : Dark Brown 4.5m pieces - 24
04.	144	Meter	Trouser Material - Poly Cotton (65% - 35%) Width : 60" , Colour : Grey 4.5m pieces - 32
05.	4,150	Meter	Trouser Material, Cotton Drill Width : 60" Colour : Blue 4.5m pieces - 358 3.8m pieces - 142 2.8m pieces - 455 5.6m pieces - 72 6m pieces - 07 6.8m pieces - 02 3.4m pieces - 01 8.4m pieces - 02 11.2m pieces - 22
06.	194.40	Meter	Trouser Material, Cotton Drill Width : 60" Colour : White 4.5m pieces - 20 5.8m pieces - 18
07.	259.70	Meter	Trouser Material - Denim Width : 60" Colour : Blue 2.8m pieces - 14 4.5m pieces - 49

08. 3,571.80 Meter *Shirt Material - Poly Cotton (65% - 35%)*
Width : 45" , Colour : White
7.4m pieces - 430
6.8m pieces - 05
5.1m pieces - 68
9m pieces - 01
09. 1,450 Each *Towel*
Size : 51" x 26"
Colour: Blue, Pink, Yellow, Brown, etc..
(Except Black & White)
10. 1,000 Each *Socks, Extra Large - Cotton*
Thick Material Type, Colour : Black
Foot: 8 ¾" - 9 ¾", Height: 8"-10"
Width: 3 ¼" - 3 ¾"
11. 1,000 Each *Socks, Large - Cotton*
Thick Material Type, Colour : Black
Foot: 7 ½" - 8 ½", Height: 8"-10"
Width: 3 ¼" - 3 ¾"

SPECIFICATIONS

Important:

All pieces of uniform materials will be measured before the completion of the order & any piece of uniform material found less than requested length would be rejected.

TROUSER MATERIAL – POLYESTER 65% COTTON 35%

<i>Width</i>	-	<i>60 inches</i>
<i>Weave</i>	-	<i>Plain</i>
<i>Weight per sq. metre</i>	-	<i>190 g</i>
<i>Fibre Composition</i>	-	<i>Polyester 65% Cotton 35%</i>
<i>Yarn Count</i>	-	<i>Warp - 2/30^S Ne</i>
		<i>Weft - 2/30^S Ne</i>
<i>Threads per inch</i>	-	<i>Warp - 72</i>
		<i>Weft - 54</i>
<i>Pilling</i>	-	<i>Min. 3 after 5 hrs.</i>
<i>Strength</i>	-	<i>Warp way - 600 N</i>
		<i>Weft way - 400 N</i>
<i>Shrinkage</i>	-	<i>1.5 for both warp and weft way</i>

Colour Fastness Requirements

<u>Agent</u>	<u>Rating</u>
<i>Washing</i>	<i>: 4 or better</i>
<i>Light</i>	<i>: 4 or better</i>
<i>Rubbing – dry & wet</i>	<i>: 4 or better</i>
<i>Perspiration</i>	<i>: 4 or better</i>
<i>Hot Pressing – dry & wet</i>	<i>: 4 or better</i>

SHIRTING - POLYESTER 65% COTTON 35%

Width	-	45 inches
Weave	-	Plain
Mass per unit area	-	100 gm
Fibre Composition	-	Polyester 60% Cotton 35%
Yarn Count	-	Warp - 40 ^S Ne
		Weft - 40 ^S Ne
Threads per inch	-	Warp - 96
		Weft - 72
Tensile Strength	-	Warp way - 400 N
		Weft way - 300 N
Shrinkage	-	2% for both warp and weft way

Colour Fastness Requirements

<u>Agent</u>		<u>Rating</u>
Washing	:	4 or better
Light	:	4 or better
Perspiration	:	4 or better

DRILL MATERIAL

Width	-	60 inches
Weave	-	3 / 1 Twill
Fibre Composition	-	100% Cotton
Yarn Count	-	Warp - 20 ^S Ne
		Weft - 20 ^S Ne
Threads per inch	-	Warp - 110
		Weft - 58
Strength	-	Warp way - 600 N
		Weft way - 400 N

Colour Fastness Requirements

<u>Agent</u>		<u>Rating</u>
Washing	:	4 or better
Perspiration	:	4 or better
Day light	:	4 or better

DENIM TROUSER MATERIAL

Colour	-	Black / Blue
Width	-	59 inches / 60 inches (ISO 3932)
Weight	-	12 to 14 Oz. / Sq. Yd..
Weave	-	3 / 1 Twill (ISO 7211/1)
Fibre Composition	-	100% Cotton (ISO 1833)
Dimensional change on-	-	± 3 Max (ISO 5077)

Warp (% both direction)			
Breaking Strength	-	Warp way	- 750 N Min (ISO 5081)
		Weft way	- 500 N Min
Colour Fastness to	-	Light	- 4 or Better (ISO 105 B02)
		Laundering	- 4 or Better(ISO 105 C06E2S)
Visual Fabric Defects	-	Free from Visual Defects (Visual Examination)	

NOTE 1:

Bidders must forward the samples (1 meter x 1 feet piece from each uniform material offered, one towel & socks) along with the bid.

NOTE 2:

Samples can be inspected at the Materials Department, Refinery, Sapugaskanda (if required).

GENERAL CONDITION:

- 1. Uniform Materials in pieces shall be supplied in polythene packing*

SCHEDULE OF PRICES - UNIFORM MATERIALS (4619T)

Item No.	Qty.	Unit	Description	Price without taxes (Rs.)	
				Unit	Total
01.	681	Meter	Trouser Material - Cotton Drill Width : 60" Colour : Grey		
02.	54	Meter	Trouser Material - Poly Cotton Width : 60" Colour : Black		
03.	108	Meter	Trouser Material, Cotton Drill Width : 60" Colour : Dark Brown		
04.	144	Meter	Trouser Material - Poly Cotton (65%-35%) Width : 60" , Colour : Grey		
05.	4,150	Meter	Trouser Material, Cotton Drill Width : 60" Colour : Blue		
06.	194.40	Meter	Trouser Material, Cotton Drill Width : 60" Colour : White		
07.	259.70	Meter	Trouser Material - Denim Width : 60" Colour : Blue		
08.	3,571.80	Meter	Shirt Material - Poly Cotton (65%-35%) Width : 45" , Colour : White		
09.	1,450	Each	Towel; Size : 51" x 26" Colour : Blue, Pink, Yellow, Brown, etc..		
10.	1,000	Each	Socks Extra Large - Cotton Thick Material Type, Colour : Black		
11.	1,000	Each	Socks Large - Cotton Thick Material Type, Colour : Black		

[If any alternative bids, please use the Schedule of Prices format in next page]

		Amount - Rs.
Less Discount, if any		
Total Price - Without Taxes		
Any other Taxes - If applicable (_____)		
VAT - If applicable		
Total Delivered-at-site Price Inclusive of all taxes	Amount in figures	
	Amount in words	

Offer validity

Name of Manufacturer

Country of Origin

Port of Shipment (If any)

Delivery Period

Agreed to abide by all General Conditions in Section I & the Scope of supply in Section II of the tender

.....
Date

.....
Signature of Bidder

.....
Company Stamp (with address)

FORMAT OF BID SECURITY GUARANTEE

[This bank guarantee form shall be filled in accordance with the instructions indicated in brackets]

..... *[insert issuing agency’s name and address of issuing branch or office]*

Beneficiary :*[insert (by PE) name and address of Employer/Purchaser]*

Date : *[insert (by issuing agency) date]*

Tender Reference No......

BID GUARANTEE NO : *[insert (by issuing agency) number]*

We have been informed that [insert (by issuing agency) name of the Bidder; if a joint venture, list complete legal names of partners] (hereinafter called “the Bidder”) has submitted to you its bid dated[insert (by issuing agency) date] (hereinafter called “the Bid”) for execution supply [select appropriately] of [insert name of Contract] under Invitations for Bids No. [insert IFG number] (the “IFB”)

Furthermore, we understand that, according to your conditions, Bids must be supported by a Bid Guarantee.

At the request of the Bidder, we [insert name of issuing agency] hereby irrevocably undertake to pay you any sum of sums not exceeding in total an amount of [insert amount in figures] [insert amount in words] upon receipt by us of your first demand in writing accompanied by a written statement stating that the Bidder is in breach of its obligations(s) under the bid conditions, because the Bidder.

- (a) has withdrawn its Bid during the period of bid validity specified; or*
- (b) does not accept the correction of errors in accordance with the Instructions to Bidders (hereinafter “the ITB”) of the IFB; or*
- (c) having been notified of the acceptance of its Bid by the Employer/Purchaser during the period of bid validity, (i) fails or refuses to execute the Contract Form, if required, or (ii) fails or refuses to furnish the Performance Security; in accordance with the ITB.*

This Guarantee shall expire: (a) if the Bidder is the successful bidder, upon our receipt of copies of the Contract signed by the Bidder and of the Performance Security issued to you by the Bidder; or (b) if the Bidder is not the successful bidder, upon the earlier of (i) our receipt of a copy of your notification to the Bidder that the Bidder was unsuccessful, otherwise it will remain in force up to [insert date]

Consequently, any demand for payment under this Guarantee must be received by us at the office on or before that date

[signature(s) of authorized representative (s)]

INVITATION FOR NATIONAL COMPETITIVE BIDS

CEYLON PETROLEUM CORPORATION - REFINERY DIVISION

NCB 4619T

**SUPPLY OF UNIFORM MATERIALS IN PIECES AS SPECIFIED,
TOWELS & SOCKS**

The Chairman, Department Procurement Committee, Ceylon Petroleum Corporation, Refinery Division, Sapugaskanda, Kelaniya, Sri Lanka will receive sealed Bids from Local Suppliers for the supply of above mentioned items.

Any Bidder submitting a bid, shall pay a nonrefundable document fee of Rs. 1,000.00 on a request letter to the Cashier, 5th 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 13-July-2026 & also payments can be made in cash to the Ceylon Petroleum Corporation's People's Bank Account No. 004100110208633 referring NCB number & bidders name in short.

Bidding document, which comprises the conditions of the NCB and the specification is available on websites www.ceypetco.gov.lk & 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 15-July-2026 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)

NCB 4619T

නිල ඇදුම් සඳහා කැබලි වශයෙන් රෙදි,
තුවා සහ මේස් සැපයීම

ලංකා ඛනිජ තෙල් නීතිගත සංස්ථාව, පිරිපහදු කාර්යාංශය, සපුගස්කන්ද, කැලණිය, ශ්‍රී ලංකාව හි දෙපාර්තමේන්තු ප්‍රසම්පාදන කමිටුවෙහි සභාපති විසින් දේශීය සැපයුම්කරුවන්ගෙන් 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, අයදුම්පත් සඳහා ආපසු නොගෙවන රු.1,000.00 ක මුදලක් 2026-ජූලි-13 දින 1500 වන පැය දක්වා කාර්යාල දිනවලදී අංක 609, වෙද්දු ඩැනියෙල් ද සිල්වා මාවත, කොළඹ 09, ස්ථානයෙහි පිහිටි ලංකා ඛනිජ තෙල් නීතිගත සංස්ථාවෙහි ප්‍රධාන කාර්යාලයෙහි 05වන මහලෙහි මුදල් අයකැමිට හෝ පිරිපහදු කාර්යාංශය, සපුගස්කන්ද, කැලණියහි මුදල් අයකැමිට ලිපියක් ඉදිරිපත්කිරීමෙන් මුදලින් කල යුතු අතර සියළු ගෙවීම් ලංකා ඛනිජ තෙල් නීතිගත සංස්ථාවේ 004100110208633 දරණ මහජන බැංකුවේ ගිණුම හරහා NCB අංකය සහ ලන්සුකරුගේ නම කෙටියෙන් සඳහන් කරමින් මුදලින් කල හැකිය.

මිල ගණන් කැඳවීමේ පත්‍රයේ කොන්දේසි සහ පිරිවිතර www.ceypetco.gov.lk සහ www.dgmarket.com යන වෙබ් අඩවියන්හි අන්තර්ගත වේ.

තවද මිල ගණන් කැඳවීමේ පත්‍ර පහත සඳහන් අයගෙන්ද ලබා ගත හැකිය.

මිල ගණන්, දෙපාර්තමේන්තු ප්‍රසම්පාදන කමිටුවේ සභාපති විසින් 2026-ජූලි-15 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,
දු.ක. 011 2 400 110