

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

**PUBLIC TENDER 4398 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 24-January-2022. 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Guarantee undertaking that the offer will be held valid for the specified period and that, the offer will not be withdrawn during that period.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 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 50,000/=.*

*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 "TENDER NO. 4398T FOR THE SUPPLY OF **UNIFORM MATERIALS**- CLOSING DATE 26-JANUARY-2022" 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, Sapugaskanda, Kelaniya, Sri Lanka not later than 1430 hours on 26-January-2022. 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 Training Centre, Refinery Division, Sapugaskanda, Kelaniya.*
- 2.3 *Departmental Standing 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 60 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 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. (a) CLOSING & OPENING OF BIDS**

*Bids will be closed at 1430 hours on 26-January-2022 & will be opened immediately thereafter at the Refinery Training Centre Auditorium.*

*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 **45 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 evaluated 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:

Item No.	Quantity	Unit	Description
01.	748.50	Meter	Trouser Material - Cotton Drill Width : 60" Colour : Grey <b>4.5m pieces - 165</b> <b>6m pieces - 01</b>
02.	31.50	Meter	Trouser Material - Cotton Drill Width : 60" , Colour : Dark Brown <b>4.5m pieces - 07</b>
03.	180	Meter	Trouser Material - Poly Cotton (65% - 35%) Width : 60" , Colour : Grey <b>4.5m pieces - 40</b>
04.	5,632.60	Meter	Trouser Material, Cotton Drill Width : 60" Colour : Blue <b>4.5m pieces - 470</b> <b>3.8m pieces - 180</b> <b>5.6m pieces - 120</b> <b>2.8m pieces - 600</b> <b>8.4m pieces - 04</b> <b>11.2m pieces - 40</b>
05.	367	Meter	Trouser Material, Cotton Drill Width : 60" Colour : White <b>5.5m pieces - 10</b> <b>4.5m pieces - 50</b> <b>5.8m pieces - 15</b>
06.	180	Meter	Trouser Material - Denim Width : 60" Colour : Black <b>4.5m pieces - 40</b>
07.	4,385.10	Meter	Shirt Material - Poly Cotton (65% - 35%) Width : 45" , Colour : White <b>7.4m pieces - 520</b> <b>6.8m pieces - 05</b> <b>5.1m pieces - 95</b> <b>9m pieces - 01</b> <b>4.8m pieces - 02</b>
08.	2,200	Each	Towel Size : 51" x 26" Colour: Blue, Pink, Yellow, Brown, etc.. (Except Black & White)

09.	600	Each	Socks, Extra Large - Cotton Thick Material Type, Colour : Black Foot: 8 ¾" – 9 ¾", Height: 8"-10" Width: 3 ¼" – 3 ¾"
10.	2,400	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%**

Width	-	28 inches / 45 inches
Weave	-	Plain
Weight per sq. metre	-	190 g
Fibre Composition	-	Warp ) Polyester 65% Cotton 35% Weft )
Yarn Count	-	Warp - 2/30 <sup>S</sup> Ne Weft - 2/30 <sup>S</sup> Ne
Threads per inch	-	Warp - 72 Weft - 54
Pilling	-	Min. 3 after 5 hrs.
Strength	-	Warp way - 600 N Weft way - 400 N
Shrinkage	-	1.5 for both warp and weft way

**Colour Fastness Requirements**

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

**SHIRTING - POLYESTER 65% COTTON 35%**

Width	-	36 inches / 45 inches
Weave	-	Plain
Mass per unit area	-	100 gm
Fibre Composition	-	Warp ) Polyester 60% Cotton 35% Weft )
Yarn Count	-	Warp - 40 <sup>S</sup> Ne Weft - 40 <sup>S</sup> 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	-	28 inches / 45 inches
Weave	-	3 / 1 Twill
Fibre Composition	-	Warp ) 100% Cotton Weft )
Yarn Count	-	Warp - 20 <sup>S</sup> Ne Weft - 20 <sup>S</sup> 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





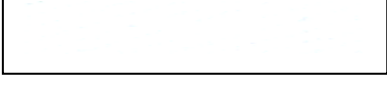
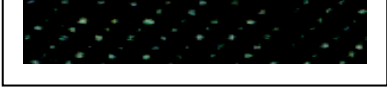
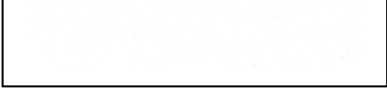
**DENIM TROUSER MATERIAL**

Colour	-	Black
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- Warp (% both direction)	-	± 3 Max (ISO 5077)
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:**

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

**Uniform Materials**

1	Trouser Material	Cotton Drill Grey Colour	
2	Trouser Material	Cotton Drill Dark Brown Colour	
3	Trouser Material	Poly Cotton Grey Colour	
4	Trouser Material	Cotton Drill Blue Colour	
5	Trouser Material	Cotton Drill White Colour	
6	Trouser Material	Denim Black Colour	
7	Shirt Material	Poly Cotton White Colour	

**NOTE:**

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

**GENERAL CONDITION:**

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



**SCHEDULE OF PRICES FOR THE SUPPLY OF  
UNIFORM MATERIALS (4398T)**

Item No.	Qty.	Unit	Description	Price without taxes (Rs.)	
				Unit	Total
01.	748.50	Meter	Trouser Material - Cotton Drill Width : 60" Colour : Grey		
02.	31.50	Meter	Trouser Material, Cotton Drill Width : 60" Colour : Dark Brown		
03.	180	Meter	Trouser Material - Poly Cotton (65%-35%) Width : 60" , Colour : Grey		
04.	5,632.60	Meter	Trouser Material, Cotton Drill Width : 60" Colour : Blue		
05.	367	Meter	Trouser Material, Cotton Drill Width : 60" Colour : White		
06.	180	Meter	Trouser Material - Denim Width : 60" Colour : Black		
07.	4,385.10	Meter	Shirt Material - Poly Cotton (65%-35%) Width : 45" , Colour : White		
08.	2,200	Each	Towel; Size : 51" x 26" Colour : Blue, Pink, Yellow, Brown, etc..		
09.	600	Each	Socks Extra Large - Cotton Thick Material Type, Colour : Black		
10.	2,400	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		
Transport Charges, if any		
VAT - If applicable		
<b>Total Delivered-at-site Price Inclusive of all taxes</b>	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**

**PUBLIC TENDER 4398T**

**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, 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 24-January-2022 & 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.*

*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 26-January-2022 and will be opened immediately thereafter at the Refinery Training Centre Auditorium.*

*Due to prevailing crisis situation, representatives are discouraged to attend the bid opening & bidders may be allowed to participate / witness the bid opening through internet video conferencing. Only one representative from a company could be allowed if attendance is really essential. However, a summary of the bid opening can be obtained from the under mentioned after the bid opening.*

**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 - 4398T**

**නිල ඇඳුම් සඳහා කැබලි වශයෙන් රෙදි,  
තුවා සහ මේස් සැපයීම**

ලංකා ඛනිජ තෙල් නීතිගත සංස්ථාව, පිරිපහදු කාර්යාංශය, සපුගස්කන්ද, කැළණිය, 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 2022-ජනවාරි-24 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 05වන මහලෙහි මුදල් අයකැමිට හෝ පිරිපහදු කාර්යාංශය, සපුගස්කන්ද, කැළණියහි මුදල් අයකැමිට ලිපියක් ඉදිරිපත්කිරීමෙන් මුදලින් කල යුතු අතර සියළු ගෙවීම් ලංකා ඛනිජ තෙල් නීතිගත සංස්ථාවේ 004100110208633 දරණ මහජන බැංකුවේ ගිණුම හරහා ටෙන්ඩර් අංකය සහ ලන්සුකරුගේ නම කෙටියෙන් සඳහන් කරමින් මුදලින් කල හැකිය.

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 2022-ජනවාරි-26 දින 1430 පැය දක්වා බාරගන්නා අතර එම මොහොතේම පිරිපහදු පුහුණු ශ්‍රවණාගාරයේදී විවෘත කරනු ලැබේ.

වර්තමාන වසංගත තත්වය මත මිල ගණන් විවෘත කිරීම සඳහා නියෝජිතයන්ගේ පැමිණීම අවමවීම අපේක්ෂා කරන අතර අන්තර්ජාල විකිණීමේ සාකච්ඡා ක්‍රම මාර්ගයෙන් මිල ගණන් විවෘත කිරීමට සම්බන්ධ වියහැක. පැමිණීම අත්‍යවශ්‍යනම් එක් ආයතනයකින් එක් නියෝජිතයෙකුට පමණක් සහභාගී වීමට අවස්ථාව ලබාදිය හැකි නමුත් පහත සඳහන් අයගෙන් විවෘත කරනු ලැබූ මිල ගණන්වල සාරාංශයක් මිල ගණන් විවෘත කිරීමෙන් පසුව ලබාගත හැකිය.

කළමනාකාර (ද්‍රව්‍ය)  
ලංකා ඛනිජ තෙල් නීතිගත සංස්ථාව  
පිරිපහදු කාර්යාංශය,  
සපුගස්කන්ද, කැළණිය,  
දු.ක. 011 2 400 110