



Dear Sir / Madam,

SEALED QUOTATION INVITATION

TENDER : 02 Nos. of Electric Winch
FILE NO : CMS/LP/25/SQ/23/016C
BID BOND ☒ Not Required ☐ Required Rs. **RFQ No** : 2501117 **BID CLOSING TIME/DATE** : 13:30:00 hrs on 28-APR-2025

Sealed Quotations are invited for the supply of items listed overleaf ex-stock. Quotations will be opened immediately after closing the quotation. You or your representative could be present at the time of opening of quotations. Please read the instructions given below before filling the Bid Form overleaf. Quotations not conforming to the conditions given below will not be considered and would be rejected.

CONDITIONS OF QUOTATION AND INSTRUCTIONS TO BIDERS:

1. Only one offer shall be given by the supplier for this quotation & it should be the best offer, if alternative offers not allowed. If alternative offers allowed, only one quotation should be enclosed in one envelope. Please make photocopies of the tender form & use them to indicate prices of the alternative offers. If the prices of the alternative offers are not given in this manner they will be rejected.
2. The Bid Bond in cash or in the form of a Guarantee from a bank acceptable to the Sri Lanka Ports Authority valid for 90 days shall accompany the quotation, if required.
3. The Reference No. of the quotation and the date of opening of the quotation should be indicated at the top left hand corner of the envelope in which the quotation is enclosed.
4. All quotations should reach this office on or before the tender closing time and date mentioned. Late quotations will not be entertained under any circumstance.
5. The unit price quoted should be net price (i.e: less discount if any) and without VAT. But any other taxes such as TT should be included if applicable. i.e: All inclusive Unit Price without only the VAT component should be given. (After calculating all inclusive unit price please deduct the VAT)
6. The price should be given in words and figures and should be valid for sixty (60) days from the date of the quotation. Quotations if submitted in attachments should also indicate the prices in figures and in words.
7. The delivery period should be indicated in the space provided.
8. Value Added Tax (VAT) Registration No. if applicable should be entered in the space provided.
9. The VAT amount and the rate should be entered in the columns provided.
10. The quotation form shall be signed by the supplier or any other person authorized by him, in the space provided with the company rubber stamp.
11. Evaluation of offers will be made taking the basic prices (i.e: the prices without VAT) into consideration. Price and quality of goods offered will be the criteria for evaluation.
12. In case of imported items the supplier if required, should be able to produce the relevant import documents for perusal.
13. If required, suppliers will be called upon to furnish samples with the quotation. Those who are unable to do so will not be considered for evaluation.
14. Successful bidder, if required should furnish a Performance Bond for 10% of the total value of the order in cash or in the form of a Guarantee from a Bank acceptable to the Sri Lanka Ports Authority. The Performance bond should be in the format required by the Sri Lanka Ports Authority.
15. All items on this quotation inquiry should be delivered to the Main Stores Complex which is situated within the port premises. The supplier has to obtain port entry permits for his vehicles and personnel in order to enter the port premises for delivery of goods. Further details on delivery of goods may be obtained from the Senior Manager Tel. No. 2328342.
16. Bidders are hereby informed that the provisions of Public Contract Act No. 3 of 1987 are applicable for tenders exceeding Rs.5 million. Accordingly all parties involved in each aforementioned tenders are required to strictly abide by the said Act throughout the duration of contract. Furthermore, any bidder who wishes to act as an agent, sub-agent, a representative or a nominee for and on behalf of any foreign manufacturer or a supplier is required to register himself with the Register of Public Contracts and submit the duly completed registration certificate along with his bid document.
17. Accepting, soliciting or offer of bribe is punishable under the law and any complaints or clarifications of this nature on purchases made by SLPA, please contact Director (Technical) Tel. No. 2482203, Chief Manager (Supplies & Material Management) Tel. No.2323102 or Deputy Chief Manager (Supplies & Material Management) Tel. No. 2432866.

Chief Manager (Supplies & Material Management)

DATE:.....

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BID FOR : 02 Nos. of Electric Winch
RFQ NO : 2501117

Note: Unit price given in column (6) will be taken as price without VAT even VAT amount is not given in column (8).

ITEM NO.	QUANTITY	UNIT OF MEASURE	DESCRIPTION OF THE ITEM	MAKE & COUNTRY OF ORIGIN	UNIT PRICE EXCLUDING VAT IN WORDS All taxes including TT other than VAT should be included. (Please see overleaf for more details) Rs.	UNIT PRICE EXCLUDING VAT IN FIGURES Rs.	VAT AMOUNT OF PER UNIT IN FIGURES Rs.	TOTAL PRICE EXCLUDING VAT IN FIGURES Rs.
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
1	2	NOS	Electric Winch					
			SPECIFICATION ATTACHED					
Delivery Period		(I) Available Ex-Stock		YES/NO	Name of the Supplier, Signature & Company Seal	SLPA Copy.....,.....		
		(II) Within.....Days/Weeks						
Offer Validity Period		60 Days						
VAT Reg No.				Telephone & Fax No				