



CEYLON PETROLEUM STORAGE TERMINALS LIMITED

TENDER DOCUMENT

FOR

SALE OF USED/UNSERVICEBLE ITEMS, AND DAMAGE ITEMS

TENDER NO. KPR/37/2025

[Item Located at CPSTL – Kolonnawa]

**C/o, Chairman,
Ceylon Petroleum Storage Terminal Limited,
Manager (Procurement)
Procurement Function,
01st Floor, New Building,
Kolonnawa,
Wellampitiya.**

Tel : 011-25750764/0112572156

Fax : 011-2074299

E- Mail : procure@cpstl.lk

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TENDER NOTICE

CEYLON PETROLEUM STORAGE TERMINALS LIMITED

TENDER NO: KPR /37/2025

SALE OF USED/UNSERVICEABLE ITEMS, AND DAMAGE ITEMS

The Chairman, Department Procurement Committee, Ceylon Petroleum Storage Terminals Limited (CPSTL), will receive sealed bids for the sale of used/unserviceable Items, damage items.

SALE OF USED/UNSERVICEABLE ITEMS, AND DAMAGE ITEMS

Lot No	Description	Qty	Unit	Remark
2	Used, Damage Fire Extinguishers / trolley	1	Lot	120 nos
3	Unusable Hydraulic Jack	1	Lot	03 nos
4	Unusable, Damaged Stich machine	1	Lot	01 nos
5	Unusable, Damage wheel nut removing machine	1	Lot	05 nos
6	Unusable flat form scales	1	Lot	02 nos
7	Used Electrical washing bay	1	Lot	01 nos
8	Unserviceable, damaged A/C and spares	1	Lot	-
9	Used Furnace oil pump	1	Lot	01 nos
10	Water pump & Motor/ pressure pump	1	Lot	04 nos
11	Unusable Engine for oil spill room	1	Lot	01 nos
12	Unusable Transformer	1	Lot	01 nos
14	Unusable, Damaged Form Carts	1	Lot	03 nos
15	Unusable Generator	1	Lot	01 nos
16	Unusable, damaged Tire change machine & equipment	1	Lot	02 nos
18	Unusable, Damaged Welding Plant	1	Lot	01 nos
19	Used oil barrels and empty Barrels	1	Lot	Used 04 nos
20	Unusable and Damage furniture and Iron scraps	1	Lot	-
21	Unusable Air-Pump	1	Lot	01 nos
22	Removed photocopy, Fax, Roneo spare parts	1	Lot	-
23	Damage, Used Mobile Phones	1	Lot	19 nos
24	Unusable, Disinfection spray machine	1	Lot	01 nos
25	Unusable, Damaged Scanner	1	Lot	03 nos
26	Unusable Cash Counting Machines	1	Lot	02 nos
27	Unusable Projectors	1	Lot	03 nos
28	Unusable, Damage Microwave	1	Lot	02 nos
29	Used, Empty Toners cartridges	1	Lot	-
30	Damaged drill machine	1	Lot	01 nos
31	Unusable Grease Gun	1	Lot	02 nos
32	Used Copper wires	1	Lot	77 KG
33	Unusable, Damage dip tape winder	1	Lot	-

34	Damaged Brass weight for dip tapes	1	Lot	179 KG
35	Unusable, Damaged Helmets	1	Lot	-
36	Used, damaged, Push bikes	1	Lot	10 nos
37	Used, unserviceable, electric kettle, boilers, water geyser	1	Lot	149 nos
38	Used, Damaged heaters	1	Lot	13 nos
39	Unusable, unserviceable, type writers	1	Lot	21 nos
40	Unusable, damaged fax machines	1	Lot	28 nos
41	Unusable, damaged Vacuum cleaners	1	Lot	05 nos
42	Unusable, damaged printers	1	Lot	252 nos
43	Unusable, damage water filters and water dispensers	1	Lot	-
44	Unusable, Damaged Umbrella	1	Lot	-
45	Unusable, damaged computers and monitors	1	Lot	CPU-187, Monitor-147
46	Used, Unserviceable motors and butterfly valve	1	Lot	Valve 11 Motors 2
47	Used, Unserviceable Electric Calculators	1	Lot	25 nos
48	Used, Telephone server box	1	Lot	02 nos
49	Unusable Pressure Module	1	Lot	01 nos
50	Used, Unserviceable UPS	1	Lot	-
51	Used, Unserviceable fuel dispenser	1	Lot	01 nos
52	Used, unserviceable telephones	1	Lot	-
53	Unusable wall clock	1	Lot	-
54	Unusable ceiling mounted light fixtures and tube lights	1	Lot	-
55	Used socket outlets, fan-regulators, Main switches & Electric Items	1	Lot	-
56	Hardware Items	1	Lot	-
57	Used, unserviceable stand, ceiling, wall fans	1	Lot	73 nos
58	Used, unserviceable grass cutter machines and spares	1	Lot	56 nos & Spares
59	Unusable, damaged Brass couplings	1	Lot	325 KG
60	Unusable, damaged Aluminum fill caps	1	Lot	18.70 KG
61	Used, unserviceable roneo machines & Wide copier	1	Lot	06 nos
62	Used, unserviceable photocopy machine	1	Lot	04 nos
63	Used, unserviceable photocopy machine	1	Lot	05 nos
64	Used, unserviceable photocopy machine	1	Lot	05 nos
65	Used, unserviceable photocopy machine	1	Lot	05 nos
66	Unusable Refrigerators	1	Lot	04 nos
67	Unusable, Deep Freezer	1	Lot	02 nos
68	Bulk Transfer pump	1	Lot	01 nos
69	Unusable, Generator	1	Lot	01 nos

Interested parties may obtain necessary information through the tender information page at CPSTL website: www.cpstl.lk and the original tender documents could be obtained from the undersigned on submission of a written request, during working days from **0900 hrs. to 1400 hrs. till 26.01.2026** upon payment of a non-refundable Tender document fee **Rs.2000.00** Tenders are requested to inspect the Tender document prior to purchase and once it is purchased document fee is not refundable for any reason whatsoever.

The parties interested could inspect the above items which are kept at our RDD Stores, Kolonnawa by making a prior appointment with the Manager Stores on **Tel: 011-2572107 or 011-2072187. (Inspection visit shall not be allowed additionally)**

Tenders shall be submitted on the Tender document obtainable from Procurement Function and duly filled Tender document may be sent by post/courier under registered cover or sealed cover to reach the Chairman, Department Procurement Committee C/o Manager Procurement, Ceylon Petroleum Storage Terminals Limited, Procurement Function, 01st Floor,

New Building, Oil Installation, Kolonnawa, Wellampitiya or could be deposited in the tender box kept at the main entrance of CPSTL, on or before **1400 hrs on 27.01.2026**.

Tender will be closed at 1400 hours on **27.01.2026** and will be opened immediately thereafter at the office of Manager Procurement, Procurement Function, 1st Floor, New Administration Building, Oil Installation, Kolonnawa. Tenderers or their authorised representatives will be permitted to be presented at the opening of the Tender.

Tender shall be valid until **26.05.2026**

Tender shall be accompanied by a Tender security of **Rs.50, 000.00** and shall be valid until **23.06.2026** and beyond any extension subsequently requested.

For Further details of clarifications, Tenderers may contact the Procurement Manager on **Tel.Nos.011-2572156 or 011-2572155**

C/o, Chairman,
Ceylon Petroleum Storage Terminal Limited,

Manager (Procurement)
Procurement Function,
01st Floor, New Building,
Kolonnawa,
Wellampitiya.

Fax / Telephone : 011 2074299 / 0112572156
Email : procure@cpstl.lk

1. TERMS & CONDITIONS

Recipient No :

Date :

Name :

TERMS & CONDITIONS OF THE TENDER

1. Sealed Tenders are invited by the Chairman, Procurement Committee, Ceylon Petroleum Storage Terminals Limited (CPSTL) for the “**SALE OF USE/UNSERVICEABLE ITEMS AND DAMAGE ITEMS, - KPR/37/2025**” which are Located at the RDD stores in oil installation, kolonnawa
 2. Tender documents could be obtained from the office of the Manager Procurement, Procurement Function, 01st Floor, New Administration Building, Oil Installation, Kolonnawa, Wellampitiya up to **26.01.2026** on working days from **0900** hrs to **1400** hrs on a cash deposit of **Rs. 2000.00** which is non-refundable.
 3. The parties interested could inspect the above items which are kept at RDD stores in Kolonnawa Terminal by making a prior appointment with the Manager (Stores) on **Tel: 011-2572107 or 011-2072187. (Inspection visit shall not be allowed additionally)**
 4. Tenderer are requested to inspect and satisfy themselves with regard to the conditions of these items prior to submitting their tenders as no complain whatsoever will be entertained once the tenders are being opened and no refunds of payments would be made under any circumstances, against payments made on award of tender.
 5. All offers should legibly written / typed in the space provided in the attached price schedule (**Annexure – A**) against the relevant Lot Nos. and submitted in duplicate along with the annexed declaration form (**Annexure – B**) duly signed by the tenderer. Also, tenderer should provide a copy of **National Identity card (ID copy)** with the tender document.
 6. Each perfected tender should be accompanied by an on demand Tender Security to the value of **Rs. 50,000.00** received from a recognized bank operated in Sri Lanka with the authority of a license issued by the monitoring board (Central Bank) of Sri Lanka. or you can deposit the same amount to CPSTL for the Tender Security. Tenders not accompanied by Tender Security's will be rejected. The Form of Tender Security is attached to the Tender Document. (**Annexure- D**)
 7. The Tender Security shall be valid until **23.06.2026**.
 8. Tenders enclosed in the envelope provided, shall be deposited in the tender box provided at the office of the Manager (Procurement), Procurement Function, 01st Floor, New Building, Oil Installation, kolonnawa or sent under registered cover to reach him before **1400** hrs on **27.01.2026**
 9. Tender will be closed at **1400 hrs on 27.01.2026** and will be opened immediately thereafter at the office of Manager Procurement, Procurement Function, 1st Floor, New Administration Building, Oil Installation, Kolonnawa. Tenders or their authorized representatives will be permitted to be present at the opening of the Tender.
 10. Tenderer are required to offer a rate “per Lot” including all taxes (18% VAT)
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11. The successful Tenderer on being notified by the CPSTL of the acceptance of his/their tender or any portion of the tender shall within five (05) working days of such notifications pay the full value of accepted tender by cash and make arrangements to remove the relevant “Lot/s” out of CPSTL premises at his own expense within seven (07) working days from the date of the payment.
 12. The successful tenderer is required to make the full payment for all awarded Lot/s & part payment would not be entertained and once, they taken the awarded Lot/s, no any return policy to return the item. **If the Successful tenderer dose not agreed to accept the Letter of Award his Tender Security shall be forfeited.**
 13. Successful tenderer/s should completely remove the items in awarded lots/ set of items and should not leave any of the items as remainders. Failing to do so will result the payments being made forfeited as no time extensions would be granted to make payment or for removal.
 14. The successful tenderer shall adhere to the safety and security regulations of the CPSTL, in removing the materials from the premises of the CPSTL, and any damage caused to the CPSTL property/equipment should make good in condition at their own expense.
 15. Loading equipment (fork lift) will be provided by CPSTL. If any other equipment required for should be brought by the tenderer, for which prior approval should be obtained from Manager (Stores).
 16. If successful tenderer is unable to personally report to CPSTL Kolonnawa for collection of items, they cannot transfer the items to another person.
 17. Tender Securities of the unsuccessful tenderers shall be released only after the tenders are finalized. The Tender securities of the successful tenderer will be released only after the satisfactory removal of the materials.
 18. Evaluation will be based on item wise/Lot wise price of quoted items or Lot/s and heist offer will be selected.

LOT NO	Description	Qty/Lot	TENDER PRICE (WITH TAXES) (PER LOT)												
2	Used, Damage Fire Extinguishers / trolley	1	<table border="1"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>/</td><td></td><td></td> </tr> </table> <p>(In numeric)</p> <p>.....</p> <p>(In Word)</p>										/		
									/						
3	Unusable Hydraulic Jack	1	<table border="1"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>/</td><td></td><td></td> </tr> </table> <p>(In numeric)</p> <p>.....</p> <p>(In Word)</p>										/		
									/						
4	Unusable, Damaged Stich machine	1	<table border="1"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>/</td><td></td><td></td> </tr> </table> <p>(In numeric)</p> <p>.....</p> <p>(In Word)</p>										/		
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5	Unusable, Damage wheel nut removing machine	1	<table border="1"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>/</td><td></td><td></td> </tr> </table> <p>(In numeric)</p> <p>.....</p> <p>(In Word)</p>										/		
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6	Unusable flat form scals	1	<table border="1"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>/</td><td></td><td></td> </tr> </table> <p>(In numeric)</p> <p>.....</p> <p>(In Word)</p>										/		
									/						
7	Used Electrical washing bay	1	<table border="1"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>/</td><td></td><td></td> </tr> </table> <p>(In numeric)</p> <p>.....</p> <p>(In Word)</p>										/		
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Lot #	Description	Qty/Lot	TENDER PRICE (WITH TAXES) (PER LOT)									
15	Unusable Generator	1	<div> <div> <div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div> </div> <div>/</div> <div> <div></div><div></div> </div> </div> (In numeric) (In Word)									
16	Unusable, damaged Tire change machine & equipment	1	<div> <div> <div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div> </div> <div>/</div> <div> <div></div><div></div> </div> </div> (In numeric) (In Word)									
18	Unusable, Damaged Welding Plant	1	<div> <div> <div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div> </div> <div>/</div> <div> <div></div><div></div> </div> </div> (In numeric) (In Word)									
19	Used oil barrels and empty Barrels	1	<div> <div> <div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div> </div> <div>/</div> <div> <div></div><div></div> </div> </div> (In numeric) (In Word)									
20	Unusable and Damage furniture and Iron scraps	1	<div> <div> <div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div> </div> <div>/</div> <div> <div></div><div></div> </div> </div> (In numeric) (In Word)									
21	Unusable Air-Pump	1	<div> <div> <div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div> </div> <div>/</div> <div> <div></div><div></div> </div> </div> (In numeric) (In Word)									

The undersigned having read the conditions of the tender makes the offer in compliance with subject to all the conditions thereof, and agree to abide by the terms and conditions set out in the tender.

Vat No :

Name of Tenderer :

Address :

:

:

Tele. No :

Fax No :

Signature of Tenderer :

Date :

NON-COLLUSION AFFIDAVIT

SALE OF USE/UNSERVICEABLE ITEMS AND DAMAGE ITEMS, (KPR/37/2025)

Iofas the tenderer or agent (bearing NIC No.) hereby solemnly, sincerely, and truly declares and affirms/makes an oath and states as follows;

a) That I have not, nor has any other member, representative, or agent of the firm, company, corporation, or partnership representing me, entered into any combination, collusion, or similar agreement with any person in connection with the price to be tender;

b) That I or anyone representing me has not taken any step whatsoever to prevent any person from tendering, nor to induce anyone to refrain from tendering; and

c) That this tender is made without reference to any other tender and without any agreement, understanding, or combination with any other person in reference to this tender.

I further states that no person, firm, or corporation has received or will receive, directly or indirectly, any rebate, fee, gift, commission, or thing of value in connection with the submission of this tender.

I accept full responsibility for ensuring the absence of collusion and hereby pledges to abide by fair and ethical competition practices throughout the tender process and fully comply with the applicable Procurement Guidelines.

I hereby affirm, under the penalties for perjury, that all statements made by me in this affidavit are true and correct.

The foregoing Affidavit having been duly read over and explained by me to the Affirming above named and he/she having understood the contents therein and admitted to be correct, affirmed and set his/her signature hereto before me) on this day of ... at ...

.....
Signature of Tenderer

BEFORE ME,

NIC No.....

JUSTICE OF THE PEACE/COMMISSIONER OF OATHS

Official Seal:

Date:

FORM OF TENDER

C/o, Chairman,
Ceylon Petroleum Storage Terminal Limited,
Manager (Procurement)
Procurement Function,
01st Floor, New Building,
Kolonnawa,
Wellampitiya.

Sri Lanka.

Dear Sir,

**TENDER FOR THE SALE OF USE/UNSERVICEBLE ITEMS AND DAMAGE ITEMS,
TENDER NO: KPR/37/2025**

- A-1** Having familiarized ourselves with the formal request for Terms & Conditions of the tender for the **SALE OF USE/UNSERVICEBLE ITEMS AND DAMAGE ITEMS**, referred to therein, I/we offer to complete the whole of said contract/ services in conformity with the said document
- A-2** Unless & until a formal agreement is engrossed & executed, this tender together with your written acceptance thereof shall constitute a binding contract between us.
- A-3** I/We understand that you are not bound to accept the highest evaluated tender or any other bid that you may receive.
- A-4** The tender I/we am/are offering is complete and fulfills the requirements discussed in the tender document.
- A-5** I/We agree to abide by this bid **until** **2026** Conditions and prices quoted shall remain binding upon us and may be accepted at any time before the expiration of the period.
- A-6** I/We undertake to conform to all the terms & conditions in the said tender & the schedule within the time specified.
- A-7** I/We declare that I/we commit to obtain a tender security in accordance with clause 07 & have perused the format of Tender security (in case of a bank guarantee) contained in Form “D” and confirm our compliance with the said security in the event of award of tender.

A-8 I/We affirm that the said items will be disposed within 5 days from the date of full payment of the tender.

A-9 If our tender is accepted, we commit to accept the clause 12 Mode of payment.

A-10 I/We offer the total price of Rs..... *[Insert total price in figures]*
Rs..... *[insert total price in words]* for the **SALE OF USE/UNSERVICEBLE ITEMS AND DAMAGE ITEMS**, as detailed out in this tender document and details of the total price is as given in the schedule of prices **Form “A”**.

A-11 I/We am/are fully aware that the acceptance or rejection of any tender will be at the sole discretion of the, Ceylon Petroleum Storage Terminals Limited.

Dated this day of2026.

Signed *[insert signature of authorized representative]*

In the Capacity of *[insert title of authorized representative]*

Name *[insert printed or typed name of authorized representative]*

Duly authorized to sign the bid for and on behalf of *[insert the name of the authorizing entity]*
.....

Address *[insert the address of the authorizing entity]:*
.....
.....

Company Seal (Rubber Stamp)

Witnesses:

1. Signature:

2. Signature:

Name:

Name

Address:
.....
.....

Address:
.....
.....

FORM OF TENDER SECURITY

BOND NUMBER.....

DATE.....

SUM GUARANTEED.....

To :
 Chairman,
 Ceylon Petroleum Storage Terminals Limited
 C/o Procurement Manager
 1st Floor, New Building
 Kolonnawa Installation
 Kolonnawa

Dear Sir,

By this Bond we..... (hereinafter called "the Tenderer") and we(name of Bank) whose registered office is at(hereinafter called "the Surety") are held and firmly bound into(hereinafter called "the Authority") in the sum offor the payment of which sum the Tenderer and the Surety bind themselves their successors and assigns jointly and severally by these present.

Whereas the Authority has invited the Tenderer and other persons to complete tenders in similar terms for the supply ofand works associated (hereinafter called "the Tenderer") in accordance with such invitation, the Bond shall provide security to the Authority that the Bidders will honor certain obligations to be undertaken by him in the Tender in accordance with the following conditions.

Now the Conditions of this Bond are:

- (a) that it shall remain in full force and effect until the earliest of
- (i) **(27.01.2026)**, being from **13.01.2026**, the date stipulated by the Authority for the submission of tenders, or any prolongation of such date above notified to the Authority by the bidder and the Surety in writing;
- (ii) In the event of the Tender by the Authority, the date upon which the Tender provides a performance security to the Authority in accordance with the terms of the contract thereby made between them, or
- (iii) In the event of acceptance of the Authority of a tender for the work from a third party the date upon which such third party provides the relevant performance security.

Contd.....02

Subject to this Bond being in full force and effect, the Surety shall pay the full amount specified in this Bond upon receipt of first written demand from the Authority stating that

- (i) the bidder has withdrawn his Tender during the Tender period, or
- (ii) the bidder has failed to provide a performance security to the Authority

in accordance with the terms of the contract between them upon acceptance of the Tender.

No alteration in the terms of the Tenderer, nor any forbearance or forgiveness in or in respect of any matter or thing concerning the Tender on the part of the Authority, nor any objection from the tender shall in any way release the Surety from any liability under this Bond.

The benefit of this Bond shall not be assignable by the Authority and upon its ceasing to be in full force and effect the Authority shall return the same to the tenderer.

This Bond shall be governed by the laws of Sri Lanka.

I executed as a Date this () day of () 2026 ()

For and on behalf of the tenderers.....for and on behalf of the Surety.....
.....

Signed by..... Signed by.....

In the capacity of In the capacity of

And by..... And by.....

In the capacity of..... In the capacity of

Seal (where applicable)