

Invitation for Bids (IFB)

CEYLON PETROLEUM STORAGE TERMINALS LIMITED PROPOSED RENOVATION FOR BOARD ROOM AT CPSTL OIL INSTALLATION, KOLONNAWA.

1. The Chairman, Departmental Procurement Committee (Minor) [DPC], on behalf of the *Ceylon Petroleum Storage Terminals Limited, Oil Installation, and Kolonnawa* now invites sealed bids from eligible and qualified Bidders for Proposed renovation for board room at CPSTL Oil installation, Kolonnawa. The work consists of demolition work, finishes, ceiling works, doors, windows, partitions, miscellaneous carpentry and joinery, painting work, electrical work, audio system installation, and modification of the washroom facilities. The Construction period is **90 Calendar Days**. Estimated cost is Rs. 16.9 million
2. Bidding will be conducted through **National Competitive Bidding (NCB)**.
3. To be eligible for contract award, the bidder shall not have been blacklisted or declared as a defaulted contractor by CIDA or NPA or any other Agency
4. Qualification requirements to qualify for contract award include
 - (a) Experience Required
The bidder should have completed at least 03 projects as the main contractor with similar nature and complexity during last five years.
 - (b) Average annual volume of construction work performed in last 5 years shall be at least Rs. 16.9 million.
 - (c) Required amount of Credit Facilities shall be at least Rs. 16.9 million specifically for the project.
 - (d) The bidder should have following technical staff:
A Technical Officer with NDT or equivalent with minimum 05 years' experience should be assigned to the project full time basis.
5. Interested bidders may obtain further information from the Manager Procurement of the Ceylon Petroleum Storage Terminals Limited, (Tele Phone+94 112572156, 2572155 and Tele Fax: +94 11 2074299 and Email: procure@cpstl.lk) and inspect the bidding documents free of charge during any working days from 0900 hrs to 1500 hrs. at the address given below. However, the bidders can inspect the bidding document (excluding drawings) from CPSTL website; www.cpstl.lk .
6. A complete set of Bidding Documents in English language may be purchased by interested bidders may obtain the Bidding Documents through any of the following methods:

1. **In-Person Collection:**

By submitting a written application to The Manager (Procurement), Procurement Function Ceylon Petroleum Storage Terminals Limited (CPSTL), 1st Floor, New Administration Building Oil Installation, Kolonnawa , between **07.07.2025 and 21.07.2025**, on working days from **0900 hrs to 1400 hrs**, Along with your

request, you must provide proof of payment of a **non-refundable fee of LKR 5,000.00**. Payment can be made:

- In **cash** at the **Cash Counter**, CPSTL, Kolonnawa, or
- By **bank transfer** to the CPSTL account (details given below), and submit a copy of the bank slip or transfer confirmation.

2. **By Email Request:**

Making a cash payment of the non-refundable fee of LKR 5,000.00 to the CPSTL bank account (bank details provided below), and Sending proof of payment (a copy of the bank slip or transfer confirmation), along with a written request on company letterhead, via email to procure@cpstl.lk, between **07.07.2025** and **21.07.2025**, on working days from 0900 hrs to 1400 hrs. Upon receipt of the non-refundable fee in the CPSTL account, the full set of bidding documents will be issued via email by the Procurement Function.

[**Your reference details (Applicant Name, Company Name, Tender Number [KPR/41/2025]) should be stated in your receipt.**]

Account Details

Account Holder	:	Ceylon Petroleum Storage Terminals Limited, Oil Installation, Kolonnawa,, Wellampitiya,
Account No	:	004-1-001-9-0208672
Bank & Branch	:	People's Bank Corporate Branch No. 91,All Ceylon Hindu Congress (ACHC) Building, Sir Chittampalam A. Gardiner Mawatha. Colombo 02
Swift code	:	PSBKLKLX
Bank code	:	7135
Branch code	:	004

Bidding Document (excluding drawings) available on the web is only for viewing purposes, and Bids shall be submitted using a Hard Copy of the Bidding Document purchased from CPSTL

7. Bids shall be submitted on the bidding document obtainable from procurement function and duly filled bidding documents may be sent by post/courier under registered cover or sealed cover to reach the Chairman, Department Procurement Committee (Minor), C/O Manager (Procurement), Ceylon Petroleum Storage Terminals Limited, Procurement Function,1st floor, New Administration 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 **22.07.2025**.
8. Bid will be closed at 1400 hrs of **22.07.2025** and will be opened immediately thereafter at the office of Manager Procurement, in the presence of the authorized only one representative of the bidder who chose to attend
9. Bids shall be submitted on the bidding document obtainable from procurement function and duly filled bidding documents may be sent by post/courier under registered cover or sealed cover to reach the Chairman, Department Procurement Committee (Minor), C/O Manager (Procurement), Ceylon Petroleum Storage Terminals Limited, Procurement Function,1st

floor, New Administration 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 **22.07.2025**.

10. In case the bidders are unable to submit the original bids as above, they could submit the scanned copy of the duly filled bidding documents in PDF format via email tenders@cpstl.lk to reach on or before 1400 hrs. on **22.07.2025** subject to following conditions.
 - i. Submission of the bid via email is at the bidder's own discretion.
 - ii. If the bidder intends to submit a bank guarantee or bank draft as the bid security (instead of a direct deposit to the CPSTL bank account), the original bank guarantee / draft must be sent or hand-delivered to the above address by 1400 hrs. on 22.07.2025.
 - iii. The title and closing date of the tender must be indicated as the subject of the email.
 - iv. The size of an email (including attachments) must not exceed 20 MB. If the attachment exceeds 20 MB, the bidder must split the attachments and send them as separate emails (e.g., 01 of 03, 02 of 03, 03 of 03).
 - v. Direct links to external sites or shared folders (e.g., Google Drive) are strictly prohibited.
 - vi. Do not CC or BCC any other official or personal email IDs of CPSTL staff.
 - vii. Emails should be sent well in advance to allow CPSTL sufficient time to print and deliver the bids to the bid opening table on time.
 - viii. The original bid document must be securely kept and submitted to the Manager Procurement upon request. However, the original bid document will only be used for filing purposes and not for verification against the e-bid.
11. Bids shall be valid up to **07.10.2025** from the deadline for Bid Submission.
12. All bids shall be accompanied by a Bid Security of **Rs. 169,000.00 (Rupees One Hundred Sixty-Nine Thousand Only)**. Bid Security shall be valid up to 04.11.2025 from deadline for Bid Submission.
13. Any of the following party who wishes to submit a bid, shall register himself at the Department of Registrar of Companies www.drc.gov.lk (e-ROC) as per the Public Contracts Act, No. 03 of 1987 for every public contract value exceeding Sri Lankan Rupees Five million (LKR 5,000,000).
 - i. An agent, sub-agent, representative or nominee must be registered prior to the closing of the Bid/Tender.
 - ii. If the tender applicant and the tenderer is the same party he must be registered prior to the award of the tender.

However, this registration will be verified by CPSTL at the preliminary evaluation of Bids.

In case of failure to meet this legal requirement, the Bid shall be rejected.

Contact details of the Registrar: Department of Registrar of Companies, "Samagam Medura", No. 400, D R Wijewardena Mawatha, Colombo 10 / Tel.: +94-11-2689208 / +94-11-2689209 / Email: registrar@drc.gov.lk (Contact details may vary from actuals & CPSTL does not take any responsibility in this regard)

The address(es) referred to above is (are):

**The Chairman
Departmental Procurement Committee (Major),
C/O Manager Procurement,
Ceylon Petroleum Storage Terminals Limited
Procurement Function, 1st floor, New Building,
Oil Installation, Kolonnawa,
Wellampitiya.
Telephone: +94 11 2572156, +94 11 2572155
Fax : +9411 2074299 Email : procure@cpstl.lk**