



## INVITATION FOR BIDS (IFB)

### CEYLON PETROLEUM STORAGE TERMINALS LIMITED (CPSTL)

#### SUPPLY WORK BOOTS & PUMP SHOES

**BID NO: KPR/60/2025**

#### NATIONAL COMPETITIVE BIDDING (NCB)

1. This Invitation for Bids (IFB) follows the General Procurement Notice (GPN) for this procurement published in the Daily Newspaper of 24<sup>th</sup> November 2025.
2. The Chairman, Department Procurement Committee (Minor), on behalf of the Ceylon Petroleum Storage Terminals Limited (CPSTL), Kolonnawa, Wellampitiya, hereby invites sealed bids for the Supply of Work Boots & Pump Shoes.
3. The estimated cost is LKR 9 million (*for reference only, not for bid preparation*).
4. The items shall be delivered to the Main Stores, CPSTL, Kolonnawa Oil Installation within six (06) weeks from the date of receipt of Purchase Order (PO).
5. The bidding process will follow the **National Competitive Bidding (NCB) procedure**.
6. Interested eligible bidders may obtain further information from the Manager Procurement of the Ceylon Petroleum Storage Terminals Limited, (Tel: 011-2572156/ 011-2547238 and Email: [procure@cpstl.lk](mailto:procure@cpstl.lk)) and inspect the procurement documents free of charge during any working days from 0900 hrs to 1500 hrs. at the address given below. Interested parties may also inspect the procurement document from the CPSTL website [www.cpstl.lk](http://www.cpstl.lk). The Procurement Document available on the web is only for viewing purposes, and Bids shall be submitted using the Original Procurement Document purchased from CPSTL.
7. To be eligible for contract award, the successful bidder shall not have been debarred or blacklisted. Additional details are provided in the Procurement Documents.
8. A complete set of Procurement Documents in English language may be purchased by interested bidders on the submission of a written request on company letterhead, signed by an authorized representative, **on working days between 0900 hrs. and 1400 hrs. until 08<sup>th</sup> December 2025**, upon payment of a non-refundable fee of **Sri Lankan Rupees Three thousand (LKR 3,000.00)** per document. The method of collection/payment will be as follows.

***Hand Delivery:***

Bidders may obtain the procurement documents by visiting the address below, during the above-mentioned period and time. A written request on company letterhead, signed by an authorized representative, must be submitted, along with proof of payment of the non-refundable fee. Payment can be made in cash at the CPSTL Cash Counter, Kolonnawa or via bank transfer to the CPSTL bank account given below.

Payment can be made:

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

**Email Request:**

Bidders may alternatively remit the non-refundable fee directly to the CPSTL bank account provided below. A written request on company letterhead, along with proof of payment (bank slip or transfer confirmation), must be emailed to [procure@cpstl.lk](mailto:procure@cpstl.lk) during the specified timeframe. The payment must also be credited to the CPSTL account before the procurement documents are issued. Upon verification of the payment, the complete set of procurement documents will be emailed to the bidder.

	Payment in LKR
<b>Non-refundable fee</b>	LKR 3,000.00
<b>A/C Holder</b>	Ceylon Petroleum Storage Terminals Limited, Oil Installation, Kolonnawa,, Wellampitiya.
<b>A/C No</b>	004-1-001-9-0208672
<b>Bank &amp; Branch</b>	People's Bank Corporate Branch, Colombo 02.
<b>SWIFT</b>	PSBKLKLX
<b>Branch Code</b>	004

9. A **pre-bid meeting** will be held via video conference **at 1000 hrs. on 01<sup>st</sup> December 2025**, to address any queries related to the procurement document. Prospective bidders or their authorized representatives are invited to attend. Interested parties must request participation by emailing [procure@cpstl.lk](mailto:procure@cpstl.lk) no later than **28<sup>th</sup> November 2025**, to receive the meeting link.
10. Bids must be submitted using the procurement document issued by the Procurement Function of CPSTL. The original, duly completed bids may be sent by registered post or courier, or hand delivered in a sealed cover **to reach** the address below, **at or before 1400 hrs. on 09<sup>th</sup> December 2025**. Bids may also be deposited in the tender box located at the main entrance of CPSTL at or before the above specified period. Late bids shall be rejected.
11. If bidders are unable to submit the original bids as specified, they may submit a scanned copy of the completed bid in **PDF format** via email to [tenders@cpstl.lk](mailto:tenders@cpstl.lk) **to reach at or before 1400 hrs. on 09<sup>th</sup> December 2025**. The original Bid Security, in the form of a Bank Guarantee or Bank Draft, shall be received by CPSTL on or before the bid closing and opening date and time specified above. The original bid document must be securely retained and submitted to the Manager Procurement upon request. Note that the original bid documents will be used solely for filing purposes and will not be used for verification against the electronic submission.
12. **Bids will close at 1400 hrs. on 09<sup>th</sup> December 2025**, and will be opened immediately thereafter at the office of the Manager (Procurement) in the presence of the bidders' representatives who choose to attend in person or virtual at the address below.
13. **Bids must be valid until 24<sup>th</sup> February 2026**, from the date of bid opening.
14. All Bids must be accompanied by a **bid security of Sri Lankan Rupees One hundred thousand (LKR 100,000.00), valid until 24<sup>th</sup> March 2026**, from the date of bid opening.
15. Bidders must be registered with the Department of Registrar of Companies (e-ROC) in compliance with the Public Contracts Act No. 3 of 1987, available at [www.drc.gov.lk](http://www.drc.gov.lk).
16. For any clarifications, please contact the Manager (Procurement) at **Tel: 011-2572156 / 011-2547238**, or **Email: [procure@cpstl.lk](mailto:procure@cpstl.lk)**.
17. The address referred to above is:

**The Chairman**  
**Department Procurement Committee (Minor)**  
**C/O Manager Procurement**  
**Ceylon Petroleum Storage Terminals Limited**  
**Procurement Function**  
**01<sup>st</sup> Floor, New Building**  
**Kolonnawa, Wellampitiya.**

**Postal Code** : 10600  
**Telephone** : 011-2572156; 011-2547238  
**E-mail** : [procure@cpstl.lk](mailto:procure@cpstl.lk)