

**CEYLON PETROLEUM STORAGE TERMINALS LIMITED**  
**MINUTES OF THE PRE-BID MEETING**

Held on 16.02.2026 via MS Teams at 10.00 a.m.

**Procurement: Supply of 2,595,300 Nos. Consignment Seals & 5,600 Rolls of Sealing Wires**  
**Bid Reference No.: KPR/08/2026**

The queries raised at the pre-bid meeting and the responses provided by CPSTL are tabulated below:

**Table 1: Queries / Clarifications and Responses**

No.	Queries/Clarifications	CPSTL Response
01.	Clarification on delivery requirements of CPSTL:	<ul style="list-style-type: none"> <li>• Delivery requirements shall be as per COC Clause 12 and Section V – Schedule of Requirements (List of Goods and Delivery Schedule).</li> <li>• The bidder shall clearly indicate compliance in the bid submission.</li> <li>• Any deviations from CPSTL requirements will be considered during bid evaluation.</li> </ul>
02.	Whether a local agent can submit the Bid Security / FORM PCA 03	<ul style="list-style-type: none"> <li>• Bid Security shall be submitted in accordance with ITB Clause 20.</li> <li>• Public Contract Registration shall be carried out as per ITB Clause 44.</li> <li>• A local agent/bidder, unless he is the manufacturer, shall hold a valid Authorization Letter from the manufacturer.</li> <li>• Where a local agent submits a Bid Security on behalf of a foreign bidder (unless the local agent is the bidder), proper authorization from the bidder is required.</li> <li>• FORM PCA 03 may be obtained in the name of the Tenderer, the Agent of the Tenderer, or the Representative of the Tenderer.</li> </ul>
03.	Whether a local bidder can submit a Price Schedule on a Foreign Supply Basis	<ul style="list-style-type: none"> <li>• Bid prices shall be submitted in accordance with ITB Clause 14.</li> <li>• Bidders may submit prices either on a Local Supply Basis or a Foreign Supply Basis.</li> <li>• In the case of a Foreign Supply Basis bid, the Letter of Credit (LC) will be opened in favor of the Principal Supplier/Beneficiary, even if the bidder is a local entity.</li> </ul>

**Additional Clarification by CPSTL**

The CPSTL representatives emphasized the strict compliance with the specified packing instructions and serial number printing requirements in order to avoid handling difficulties and duplication/repetition of serial numbers.

**Conclusion**

The meeting concluded after addressing the above queries. No further clarifications were raised.