



Dear Sir / Madam,

SEALED QUOTATION INVITATION

TENDER : Parts in UD Nissan Air Brake System
FILE NO : CMS/LP/17/SQ/04/0120 RFQ No : 1700746 TENDER CLOSING TIME/DATE : 13:30:00 hrs on 23-JUN-2017
BID BOND Not Required Required Rs. 6,500.00

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 Tender Form overleaf. Quotations not conforming to the conditions given below will not be considered and would be rejected.

CONDITIONS OF QUOTATION AND INSTRUCTIONS TO SUPPLIERS:

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. Rules and regulations applicable to withholding tax will apply when payments of supplies are released. At present, payments made to any supplier are subject to retention of 5% withholding tax if such payments exceed Rs. 50,000/- per month or Rs. 500,000/- per year. A tax deduction certificate will be issued when withholding tax is retained in this manner. This certificate may be used by the supplier as a payment made to the Department of Inland Revenue in settlement of his corporate tax.
17. In addition to the above withholding tax, 1/3 of VAT amount will also be recovered from the payment and sent immediately to Department of Inland Revenue. A VAT deduction certificate will be issued when withholding VAT is retained in this manner. This certificate may be used by the supplier as a payment made to the Department of Inland Revenue in settlement of his VAT payments.
18. 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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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. (VAT RATE 12%)	TOTAL PRICE EXCLUDING VAT IN FIGURES Rs.
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
1	5	NOS	Air Driyer (47522-22019)					
2	5	NOS	FILTER ASSY AIR 47500-00Z64					
			Specification attached here with pls.					
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 /Days						
VAT Reg No.				Telephone & Fax No				