



CEYLON PETROLEUM CORPORATION

(Established by Parliamentary Act Number 28 Of 1961)

TENDER FOR THE TRANSPORT OF PACKAGED GOODS FOR SAPUGASKANDA REFINERY - 2012/2013 (FOR SEA /AIR CARGO & LOCAL GOODS)

Tender No REF- PD/SER/2012/01

Chairman
Departmental Standard Procurement Committee
Ceylon Petroleum Corporation,
Refinery Division,
Sapugaskanda,
Kelaniya,
Sri Lanka.
Telephone : 2400427 / 2400431
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**TENDER FOR THE TRANSPORT OF PACKAGED GOODS FOR
SAPUGASKANDA REFINERY– 2012/2013
(FOR SEA /AIR CARGO & LOCAL GOODS)**

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Invitation to Bid

The Chairman, Departmental Standard Procurement Committee (Minor) -(DSPC), Ceylon Petroleum Corporation (CPC) invites bids from reputed Transport Contractors, who are owning a fleet of a minimum of Five Lorries (5 Ton capacity), one 20 Ft. low/high bed trailer with prime mover and in addition possessing the capability of commandeering a minimum of ten more lorries of two and a half/five ton (2.5 to 5 ton) capacity and 25-50 No of container transporting lorries and any other vehicle requested by CPC as per price schedule depending on the requirement, for the transportation of packaged goods and container transportation from Katunayake Airport and Colombo Port to respective locations at CPC and other transport services as given in this invitation to bid document

Registration numbers of the lorries owned by the bidder together with copies of certificates of registration and the names and addresses of owners from whom he expects to hire such vehicles along with the consent letters of the owners, indicating the registered numbers thereof, copy of entry permit for year 2012 to the Sri Lanka Ports Authority Premises for transportation of goods should be attached to the tender.

The contract will be for a minimum period of one year. However this may be extendable to a further period subject to the total value of the contract on mutual agreement, at the same rates and on the same conditions.

Interested eligible Bidders may obtain further information from Deputy Refinery Manager (Maintenance & Projects) and inspect the Bidding Documents at the Refinery Project Department, Sapugaskanda, Kelaniya.

A complete set of Bidding Documents may be purchased by interested bidders on the submission of a written application to the address below and upon payment of a non refundable fee of Rs.500/- in cash to Deputy Finance Manager (Refinery) of the CPC.

Bids must be delivered to the address below at or before 09th March 2012. Late bids will be rejected. Bids will be opened in the presence of the bidders' representatives at the following address at 14.30 hrs on 09th March 2012.

Failure to furnish documents as indicated under clause 1.11 of the Instruction to Bidders (ITB) may result in the bid being rejected.

**Chairman, Departmental Standard Procurement Committee (Minor),
C/o Deputy Refinery Manager (Maintenance & Projects),
Ceylon Petroleum Corporation
Refinery Division,
Sapugaskanda,
Kelaniya
Telephone: 0112400427/2400431
Fax : 0112400431/2400436**

1. INSTRUCTIONS TO BIDDERS (ITB)

1.1. Basis of Contract

The contract will be to provide transport services and other services/ requirements to transport packaged goods and container transportation from Katunayake Airport and Colombo Port to respective locations at CPC and other transport services as stipulated in this document, as and when requested by CPC, Refinery Division., on the basis that the payments be made for the actual services provided, at the rates agreed in the contract. The agreed rates/prices shall cover all expenses to be incurred by the prospective contractor, in the execution of the contract, including VAT/ NBT, withholding tax and all other local taxes, employee's wages, overtime, provident funds, fuel costs, supervision and any other payment the contractor will have to incur or make to other parties, in the proper execution of the contract.

The prospective contractor shall not subcontract the whole of the services except where otherwise provided by the contract. Also the contractor will be responsible for the acts, defaults, and neglects of any sub contractor, his agents or employees as fully as if they were the acts of the contractor himself.

The contract will be entered into with CPC and is expected to be effective, approximately by April 2012.

1.2. Eligibility of the Bidder to participate in the Tender

The bidders shall have past experience in successfully handling similar big transport contracts and shall possess and be capable of the following.

Shall be owning a fleet of a minimum of Five Lorries (5 Ton capacity), one 20 Ft. low/high bed trailer with prime mover and in addition shall possess the capability of commandeering a minimum of ten more lorries of two and a half/five ton (2.5 to 5 ton) capacity and 25-50 container transporting lorries and any other vehicle requested by CPC.

The bidder shall have valid entry permit for year 2012 to the Sri Lanka Ports Authority Premises for transportation of goods.

The bidder shall be financially sound in order to handle a contract of this magnitude for which they shall submit details of Bank Statements (past six months), any credit facilities available etc. as proof along with the Bid. They shall also be able to get approvals / clearances of the Ministry of Defense.

1.3. Basis of Bid

The bidders are required to Bid for the services under respective items in the "Schedule of Prices", given in **Schedule "A"**, determined as per the scope of work and conditions of the contract. Those rates / prices shall remain fixed, for the entire contract period of 12 months, except for the provision made in the tender conditions for the adjustments of rates with the increasing of the price of diesel which has been described in clause 2.3 . Bidders shall also fill the "**Form of bid**" and submit with the Bid.

The bidders are required to submit completely furnished documents, duly signed by an authorized person.

Any additional services provided by the bidder not covered in this ITB shall be stated clearly for the consideration of CPC.

A bidder shall submit only one offer.

1.4. Issue of Bid Documents

Bid documents will be issued up to 15.00 hrs on 02nd March 2012. The intending Bidder who submits the required documents and gets qualified for bidding, shall pay a non-refundable sum of Rs.500/- in cash, to Deputy Finance Manager (Refinery) of the CPC Refinery and produce the receipt to the Deputy Refinery Manager (Maintenance & Projects), CPC, in order to obtain the Bid document.

Copy of the bid deposit receipt should be forwarded along with the offer.

Payment of the non-refundable Bid deposit will be a compulsory requirement and all Bids shall be forwarded only on the Bid documents purchased from CPC, Refinery.

Bid Document will consist of the followings:

1. Invitation to Bid
2. Instructions to Bidders
3. Conditions of Contract (COC)
4. Scope of Work
5. Other Special Conditions
6. Schedule of Prices
7. Form of Bid
8. Format for Bid Security Guarantee
9. Form of Agreement
10. Format of Performance Guarantee

1.5. Pre Bid Meeting

The Bidder will be required to attend a pre bid meeting, at the Refinery premises of Ceylon Petroleum Corporation, Scheduled on 06th March 2012 at 10.00 hrs. However CPC reserves the right to differ this meeting with advanced notice to prospective bidders.

CPC will not be responsible for any costs incurred by the prospective bidders, involved with the attendance to this meeting.

Attendance to this meeting by an authorized and competent representative of the Bidder, along with a letter of authorization, will be compulsory. **Failure to attend the meeting will result in the Bid offer being rejected.**

Important:

Attendance to meeting will only be allowed to prospective bidders who have purchased Bid documents from the Refinery.

1.6. Additional Information or Clarifications

Any prospective Bidder requiring additional information or clarification on this Tender shall request such information in writing by post or by facsimile addressed to the Deputy Refinery Manager (Maintenance & Projects), Refinery Division, Sapugaskanda, Kelaniya.

Telephone: 0112400427/2400431

Fax : 0112400431/2400436

Similarly, **if a bidder feels that a particular and important provision or condition of the tender is unacceptable, such objections shall be raised at this stage, which is at least seven days (07) prior to the closing date of the tender.** (CPC will not entertain any objections on the document received after this given deadline) CPC will respond in writing to such requests, for any clarifications or modifications to this document, at least three (03) days prior to the closing of the tender. All those who obtained Bid documents will also be kept informed in writing, in case of a modification within, the same time frame.

Important: All envelopes sent seeking such clarifications / information shall be marked “Clarifications on the Transport of Packaged Goods for Sapugaskanda Refinery – 2012/2013” on the top left hand corner of the envelop. CPC will not take any responsibility for any such correspondences lost or misplaced in the mail.

1.7 Schedule of Prices

- 1.7.1. All rates in this bid shall be furnished in the “Schedule of Prices” in “SCHEDULE A” of this Bid document. **Conditional offers will be rejected.**
- 1.7.2. The rates quoted shall cover working on Full Moon Poya Days Sundays, Corporation & other Holidays and after normal working hours without any additional cost.
- 1.7.3. Offers not sent in the prescribed Form or not in the format required will be rejected.

1.8 Value Added Tax / NBT

If the Bidder has registered for VAT / NBT, the amount (percentage) of VAT/ NBT shall be indicated separately, along with VAT/ NBT registration numbers of the Bidder.

1.9 Business Registration

The Bidder shall also give the details of its business registration.

1.10. Period of Validity of Bids

All offers shall be valid for a **minimum period of 90 (Ninety) days** from the closing date of the Tender. Bidder should however, clearly indicate the maximum period that the offers will be valid.

Important: A Bid valid for a shorter period will be rejected as non-responsive.

1.11. Bid Security Guarantee:

Each Bid shall be accompanied by a Bid Security Guarantee, undertaking that the offer will be held valid for the specified period and that, the offer will not be withdrawn during that period. Such security shall be in the form of a **Bank Draft or a Bank Guarantee** issued by a recognized commercial Bank in Sri Lanka, payable to the **Ceylon Petroleum Corporation**, in a sum of Rupees Eighty Thousand (Rs 80,000/=).

The Bid Security Guarantee shall be unconditionally en-cashable on demand by Ceylon Petroleum Corporation and be valid for **one hundred and twenty days (120) (up to 2012/07/07) from the date of closing of the tender.** A form of “**Bid Security Guarantee**” is attached (**Annex “B”**)

Important:

Failure to submit the Bid Security Guarantee at the time or before the closing of tender (considered a major deviation) and in accordance with the above said requirements and in the format provided, may result in the Bid being rejected.

1.12. Documents / Information to be Submitted with the Bid

The following documents / information shall be submitted with the bids.

- (1) The Original copy of the Bid Security Guarantee
- (2) The Schedule of Prices, duly completed & signed
- (3) The Form of Bid, duly completed & signed
- (4) The past experience record of recently handled jobs of similar nature and magnitude.
- (5) The company audited financial statements for the past three years and / or Bank Statements of the recent past six months.
- (6) Business Registration certificate.
- (7) The Registration Certificates of all vehicles owned by the bidder that are intended to be used for the contract.

Note: This shall essentially satisfy the minimum Tender Eligibility Requirements regarding the ownership of vehicles as per clause 1.4

(8) Company profile

1.13. Sealing & Marking of Bids:

Bids shall be submitted in duplicate as per the annexed **“Schedule of Prices”** in **“SCHEDULE A”**. The original and duplicate of the Bid should be placed in separate envelopes marked **“ORIGINAL” & “DUPLICATE”**. Both envelopes should then be enclosed in one securely sealed cover which should be marked **“TENDER FOR TRANSPORT OF PACKAGED GOODS FOR SAPUGASKANA REFINERY – 2012/2013, (REF-PD/SER/2012/01) CLOSING DATE –2012/03/09”** on the top left-hand corner and shall be addressed to;

**Chairman, Departmental Standard Procurement Committee (Minor),
C/o Deputy Refinery Manager (Maintenance & Projects),
Ceylon Petroleum Corporation
Refinery Division,
Sapugaskanda,
Kelaniya**

If the outer envelope is not sealed and marked as required above, the DSPC will assume no responsibility for the Bids being misplaced or premature opening. If the outer envelope discloses the Bidder's identity, the DSPC will not guarantee anonymity of the bid submission. However this disclosure will not constitute grounds for Bid rejection.

1.14. Format and Signing of Bids

The Bidder shall prepare an **Original and a Duplicate** of the Bid specified above, clearly marking as, **“TENDER FOR TRANSPORT OF PACKAGED GOODS FOR SAPUGASKANDA REFINERY – 2012/2013’ Original and Duplicate** as appropriate. In the event of any discrepancy between the Original and Duplicate, the Original shall govern.

The Original and the Duplicate of the Bid shall be typed, or written in indelible ink, and shall be signed by the Bidder, or person(s) duly authorized to bind the Bidder to the Contract.

Any inter lineation, erasures or insertion shall be valid only if they are initialled by the person(s) signing the Bid. All corrections shall be very clear and no overwriting shall be accepted.

Also the bidder shall initial all pages of the offer submitted.

1.15. Deadline for submission of Bids

Chairman, DSPC (Minor) will receive Bids at the address specified under ITB Clause 1.12 not later than 14.30 hrs, on 09th March 2012.

Chairman, DSPC may, at his discretion, extend the deadline for submission of Bids, by amending the Bid document in which case all rights and obligations of DSPC and the Bidders will thereafter be subjected to the deadline as extended.

1.16. Late Bids

Any Bid received by the Chairman, DSPC (Minor) after the deadline for submission of Bids, will not be considered and returned unopened to the Bidder.

1.17. Modification, Substitution & Withdrawal of Bids

The Bidder may modify or withdraw his Bid after submission, provided that written notice of the modification or withdrawal is received by the CPC, prior to the deadline prescribed for Bid submission.

The Bidder's modifications shall be prepared, sealed, marked and dispatched as follows:

The Bidders shall provide an Original and a Duplicate, as specified in the ITB clause 1.12 of any modifications to his Bid, clearly identified and enclosed in two envelopes, duly marked **“TENDER FOR TRANSPORT OF PACKAGED GOODS FOR SAPUGASKANDA REFINERY – 2012/2013”** The envelopes shall be sealed in an outer envelope, duly marked **“BID MODIFICATIONS”**.

A Bidder wishing to withdraw his Bid shall notify the CPC in writing prior to the deadline prescribed for the submission of Bids. A withdrawal notice may also be sent by Facsimile, but must be followed by the original, by post or by hand not later than the deadline for submission of Bids. The notice of withdrawal shall be addressed to the: -

Chairman, Departmental Standard Procurement Committee(Minor)
C/o Deputy Refinery Manager (Maintenance & Projects),
Ceylon Petroleum Corporation,
Refinery Division,
Sapugaskanda ,
Kelaniya.

bearing the Tender name and the words **“BID WITHDRAWAL NOTICE”**.

Bid withdrawal notices received after the deadline for submission of Bids will be ignored, and the submitted Bids will deem to be valid.

1.18. Closing of Bids

Bid offers, sealed and addressed as aforesaid, shall be sent under Registered Cover or delivered, to reach:

Chairman,
Departmental Standard Procurement Committee(Minor)
C/o Deputy Refinery Manager (Maintenance & Projects),
Ceylon Petroleum Corporation,
Refinery Division,
Sapugaskanda,
Kelaniya.

not later than 14.30 hrs on 09th March 2012.

If the bidders or their representatives choose not to send their bid offers under Registered Cover, they may **deposit** such Bids in the **Tender Box** provided for this purpose **at the Ceylon Petroleum Corporation - Refinery Division, Finance Department at the above address.**

1.19. Opening of Bids

Bids will be opened immediately after the closing date and time fixed for receipt of Bids, at the

Main Conference Room
Ceylon Petroleum Corporation
Refinery Division
Sapugaskanda
Kelaniya

The Chairman, DSPC or his nominated representative will open the Bids, in the presence of the Bidders and / or their representatives, who choose to attend at the time on the date and at the opening place specified in the Invitation to Bid. Bidders and / or their representatives so attending shall sign a register as proof of their attendance.

The Bid prices, discounts, and Bidder's names, the presence or absence of the requisite Bid Security and other such details, will be announced, at the opening. Late bids will not be entertained and will be returned unopened to the Bidder.

Bid and modifications sent pursuant to ITB Sub Clause 1.17 that are not opened will not be considered for evaluation, regardless of the circumstances.

1.20. Award Criteria

Subject to ITB clause 1.11, the DSPC will award the contract to the successful Bidder, whose Bid has been determined to be substantially responsive, lowest evaluated Bid, provided that the Bidder is determined to be qualified and capable to perform the contract satisfactorily.

However the final award will be subject to the Security Clearance of the Ministry of Defense, of the successful Bidder.

The successful Bidder will be called upon to provide transport services to CPC in conformity with the Tender Conditions for 12 Months with effect from the date of award.

The Successful bidder will be called upon to enter into an Agreement with CPC. A Specimen **“Form of Agreement”** is attached as **Annex –“C”**

1.21. Rights of the Procurement Committee to Accept or Reject any or all Bids

The Departmental Standard Procurement Committee reserves the right to reject in full or any part of the bid without giving reasons and also it reserves the right to accept any part of the bid.

2. CONDITIONS OF CONTRACT (COC)

2.1. Performance Guarantee

The Successful Bidder, on being notified by CPC of the acceptance of his Bid, shall furnish at his own expense a Performance Guarantee, within 14 (Fourteen) days of such notification through or confirmed by a recognized Bank in Sri Lanka, **in a sum equivalent to 10% of the Total value of the accepted bid.** The Performance Guarantee shall be in the format given in **Annex “D”**

If the successful Bidder fails to furnish the Performance Guarantee as aforesaid, his name will be placed in the list of defaulting Contractors.

Further the successful Bidder, in the event of his failure to furnish the Performance Guarantee as required, shall be liable for any losses, costs, expenses and damages, which the CPC may sustain in consequence of such failure and the forfeiture of his Bid Security Guarantee.

2.2. Validity of Rate

Rates quoted should cover working on Full Moon Poya Days Sundays, Corporation & other Holidays and after normal working hours without any additional cost.

The rates quoted should be valid for a period of **12 months** commencing from the date of award of the Contract & no rate increase will be entertained, except for the Fuel Cost Components (B & D) as described in Clause 2.3.

2.3. Price Adjustments for Rise or Fall in the Price of Diesel

The successful contractor entitles for an adjustment of rates (increase or decrease) **for the items permitted in the CPC ITB (Invitation To Bid) document**, on account of rise or fall (this will be enforced by CPC) for the price of diesel in the local market as per the following formula.

$$\text{Rate (New)} = \text{Rate (tendered)} \left[1 + 0.35 \left[\frac{\text{Price (new)} - \text{Price (base)}}{\text{Price (base)}} \right] \right]$$

$$\text{Rate (new)} = \text{Rate after adjustment of price for diesel price change.}$$

$$\text{Rate (tendered)} = \text{Tendered rate}$$

$$\text{Price (new)} = \text{The lowest price of diesel per liter, available in the local market after the price change (current price – i.e. at the time of service obtained).}$$

$$\text{Price (base)} = \text{The lowest price of diesel per liter, available in the local market on the closing date of the tender.}$$

Example

If,

$$\text{Rate (tendered)} = \text{Rs. } 700.00$$

$$\text{Price (new)} = \text{Rs. } 90.00 \text{ (say)}$$

$$\text{Price (base)} = \text{Rs. } 84.00$$

$$\text{Rate (new)} = \text{Rs. } 700.00 \left[1 + 0.35 \frac{(90.00 - 84.00)}{84.00} \right]$$

$$= \underline{\underline{\text{Rs. } 717.50}}$$

Important Notes

Note 1 The price adjustment is applicable for rise or fall in the price of diesel only no other inflationary adjustments will be entertained (Example – Petrol, cost of spares, depreciation of rupee etc.)

Note 2 The price adjustments are applicable only for the items permitted in this ITB and not for any other item.

(Item Nos. marked * will not get qualified for this price / rate adjustment).

2.4. Short Deliveries, Losses and Damages

The contractor shall provide for representatives of the contractor to be posted at points of receipt and delivery of goods and they should also ensure swift and uninterrupted flow of transport. The Contractor's representatives should ensure that the goods are loaded into lorries owned and/or arranged by the contractor and that they are unloaded at the correct points of delivery as per instructions. **Contractors will be held responsible for any short delivery and any loss and/or damage to goods whilst loading, in transit and unloading as would be reported by the C.P.C. employees** engaged in such work, and time endorsed in the relevant cart note. All vehicles loaded with C.P.C. Cargo, should be delivered direct to the unloading point in order to avoid stoppage in transit, unless such stoppages are absolutely necessary and justifiable.

Care should be taken to ensure that the drums are not damaged while loading, unloading stacking or in transit. **The Contractor will be debited with the cost of damage/loss which occurs to any item while loading, transporting or unloading as per endorsement in the relevant Cart Note.**

Any loss to CPC that may arise from the non-delivery, loss or damages of goods handed over to contractor's representatives, agents or his drivers, for transporting to any CPC prescribed destination, such liability will be the non delivered cost of the goods, and will be debited from amount payable to the contractor by Ceylon Petroleum Corporation.

2.5. Defaults by successful Bidder

Any failure to provide the required Number of Container Lorries for the clearance, resulting CPC to incur additional Port charges, /Demurrage/ shipping Agents charges, Customs Overtime charges etc., such incurred additional costs will be debited to the Contractor at the very first instance. Also the contract is liable to be terminated, giving one month's notice and in which event **the Performance Guarantee will be forfeited.**

Contractor shall at all times have a sufficient number of road worthy lorries and labourers to handle loading & discharge of cargo at the locations indicated. **If in the opinion of the CPC, the number of lorries/labourers used for transport is insufficient the Corporation will have the power to engage other lorries/labourers and recover from the contractor the difference between the amount paid for such services and the amount that would have been paid to the Contractor, had he performed the service.**

Contractor to Indemnify CPC

The contractor shall be required to indemnify the Ceylon Petroleum Corporation in respect of:- Any liability that may arise from the non-observance of any provisions of the law, rules and regulations and of any by laws of local authorities, by the contractor, his agents or his employees.

Customs and Sri Lanka Ports Authority clearance will be obtained by the Ceylon Petroleum Corporation. In the event of delay by the Corporation Personnel which would result in demurrage etc., the Contractor should within 24 hours bring to the notice of the Ceylon Petroleum Corporation **as otherwise no waiving of charges would be possible.** Delayed complaint will not be entertained.

The Contractor will have to present his lorries for any Port or Customs examination whilst transporting Corporation goods.

2.6. Contractor's Liability for losses or damages to the cargo

Any damages to the cargo, if found to have been caused, while being loaded, transported or unloaded, by the contractor due to any negligent act of the contractor or any of his employees, agents or sub contractors, will be the responsibility of the contractor. CPC will recover the cost of such damages from the contractor.

2.7. Payment

Payment will be made on the basis of actual quantities received by the Ceylon Petroleum Corporation based on the certified Cart Notes. However, the Ceylon Petroleum Corporation will not be liable to pay the contractor any expenses incurred by him or his agents, employees etc., due to delays or hold-ups at barriers etc.

2.8. Rights of CPC

CPC, reserves the right to place orders for transport or carry out transport in any other form as considered necessary in the circumstances and the Corporation does not bind itself to place orders on any one particular contractor exclusively. However, once the award has been made and rates of any successful Bidder accepted, he will be bound to supply the Corporation transport and other services stipulated in the contract, as and when required at the accepted rates.

2.9 Termination of Contract

Both parties are permitted to cancel or terminate the Contract by giving one month's prior Notice. However in the event of the contract being terminated by the contractor by giving one month's notice, the Performance Guarantee of the contract will be forfeited. In the case of any failure to provide required services by the contractor as per the tender conditions, CPC reserves right to terminate the contract by giving one month prior notice, in which event the Performance Guarantee will be forfeited.

2.10. Force Majeure

Except as regards an act of God, War, Strike, Invasion, Civil war, Rebellion, Revolution, Insurrection, Earthquake, Plagues or Tsunami, the Bidder shall undertake all risks and liabilities of whatsoever kind arising out of incidentals connected with the sale.

2.11. Arbitration:

All disputes arising between the parties hereto or their respective representatives, in connection with this contract, during its continuance or at any time after the termination thereof, shall be referred for Arbitration.

Arbitration shall be conducted under the rules of the Arbitration Centre of the Institute of the Development of Commercial Law & Practice (ICLP) in Sri Lanka and in accordance with the Arbitration Act No. 10 of 1995 of Sri Lanka.

2.12. Scope of Work

The successful Bidder shall be prepared to commence operations under the contract with effect from, approx. April 2012.

Transport of packaged goods and container transportation from Katunayake Airport and Colombo Port to respective locations at CPC and other transport services as stipulated in this document, as and when requested by CPC, will have to be handled during the period of the contract of one year. However CPC will not be responsible any such variation and any losses that the contractor will have to suffer due to such variation of quantities.

2.13. Other Conditions of Contract

Further as the Contractor(s), the successful bidder will be required to:-

- 2.13.1. Provide for the Contractor's representatives/driver to countersign all Sri Lanka Ports Authority Cart Notes. The Ceylon Petroleum Corporation Cart Note should be signed by the Contractor's representatives/ driver as indicated by the Ceylon Petroleum Corporation Wharf Clerk.
- 2.13.2. Provide for such representatives to be necessarily in possession of a valid Sri Lanka Ports Authority Identity Badge/Card in addition to the Port Entry Permit.
- 2.13.3. Provide a list in Triplicate of the Name of such representatives together with their specimen signatures to be supplied by the Contractor in advance to the relevant authorities and to C.P.C.
- 2.13.4. Routes defined by the Petroleum Corporation will have to be followed and deviation from such routes will need prior sanction of the party ordering the transport, unless such permission cannot be obtained due to exceptional circumstances.

SCHEDULE OF PRICES

1. Transportation of Air Cargo			
Ser. No.	Description	Expected No. of Trips	Rate (without TAX) Rs.
1.1	Rate per lorry load from Katunayake Air Port to Refinery Sapugaskanda. Rate to include loading at Katunayake, transporting to Refinery and unloading and stacking at point in the Refinery as directed by Refinery representative for lorry load of up to 2 ton	03	
1.2	Rate per lorry load from Katunayake Air Port to Refinery Sapugaskanda. Rate to include loading at Katunayake, transporting to Refinery and unloading and stacking at points in the Refinery as directed by Refinery Representative for lorry load more than 2 Tons up to 5 tons.	01	
1.3	Rate per lorry load from Katunayake Air Port to Refinery Sapugaskanda. Rate to include loading at Katunayake, transporting to Refinery and unloading and stacking at point in the Refinery as directed by Refinery Representative for lorry load more than 5 Tons.	01	
1.4	Rate per Van load from Katunayake Air Port to Refinery-Sapugaskanda. Rate to include loading at Katunayake, transporting to Refinery and unloading and stacking at point in the Refinery as directed by Refinery Representative for van load of up to 750 Kg.	60	
1.5	Rate to provide transport facilities (by van) for Head Office (Dematagoda) to transport Wharf Clerks to Katunayake and to transport packages up to 750 Kg. from Katunayake Air Port and DHL Pamunugama to Head Office/Refinery Sapugaskanda. Rate include for loading and unloading.	60	
1.6	Rate per Van load from Refinery Sapugaskanda to Katunayake Air Port and back to CPC Head Office at Dematagoda. Rate to include loading at Refinery transporting to Katunayake and unloading and stacking at points as directed by CPC Representative for Van load of up to 750 Kg.	02	
1.7	Rate per Lorry load from Refinery to Katunayake Air Port. Rate to include loading at Refinery, transporting to Katunayake and unloading and stacking at points as directed by CPC Representative.	02	
1.8	Rate per trip to provide a Car/Van (Light Vehicle) from CPC Head Office to Katunayake Air Port and back. Rate per two-way trip	40	
1.9	Rate per trip to provide transport facilities by van from Head Office (Dematagoda) to Parcel Post office (GPO) and to transport packages up to 750 kg from GPO to Refinery Sapugaskanda. Rate include for loading and unloading.	20	

2. Transportation of Container Cargo / Heavy Cargo				
Ser. No.	Description	Expected No. of Trips	Rate (without TAX) Rs.	
2.1	Transport of FCL containers from Port of Colombo to Refinery Sapugaskanda/SAGT/JCT and transport of empty container to container yard. Rates to include all miscellaneous expenses related to loading transporting. Total time for a trip be counted from time of arrival at Cargo loading point to the time of exit from the cargo unloading point (8 hours grace period be provided).			
	From port to Refinery Sapugaskanda via customs container examination yard at Orugodawatta & return to container yard			
	2.1.1	Rate for transport of 20ft full container up to 22 ton	20	
	2.1.2	Rate for transport of 20ft full container over 22 ton	10	
	2.1.3	Rate for transport of 40ft full container	10	
	From SAGT/JCT of port to guide pier of Colombo via customs container examination yard at Orugodawatta & return to container yard			
	2.1.4	Rate for transport of 20ft full container up to 22 ton	3	
	2.1.5	Rate for transport of 20ft full container over 22 ton	3	
	2.1.6	Rate for transport of 40ft full container	5	
	From Refinery Sapugaskanda to Colombo Port/SAGT for export via container examination point.			
	2.1.7	Rate for transport of 20ft full container up to 22 ton	1	
	2.1.8	Rate for transport of 20ft full container over 22 ton	1	
	2.1.9	Rate for transport of 40ft full container	1	
Detention charges				
	2.1.10	*Rate per hour as detention charges for 20 feet lorry /trailer excluding grace period of 8 hours.	400	
	2.1.11	*Rate per hour as detention charges for 40 feet lorry /trailer excluding grace period of 8 hours.	100	
Manually unloading				
	2.1.12	*Rate for manually unloading of 20 feet container load of boxes, cartoons, bags, cases etc.	04	
	2.1.13	*Rate for manually unloading of 40 feet container load of boxes, cartoons, bags, cases etc.	03	
2.2	Providing transport facilities by a car or van for Wharf Clerks to work within Port premises and to Refinery and back to Colombo and suburbs within a radius of 20 miles from the port for container clearance			
	2.2.1	*Rate per hour during day time (from 8.00 a.m. to 5.00 p.m.)	400	
	2.2.2	*Rate per hour from 5.00 p.m. to 8.00 a.m. of following day	400	

* Price/ rate adjustment is not applicable

Ser. No.	Description	Expected No. of Trips	Rate (without TAX) Rs.
2.3	Transport trailer load of assorted packages, such as drums, tins, cartons cases, crates, bags, cylinders etc. from port of Colombo to refinery Sapugaskanda. Rates to include all miscellaneous expenses at port of Colombo, transporting to Refinery Sapugaskanda & unloading & stacking at points in Refinery as directed by Refinery representative		
	2.3.1 Rate for Trailer load of up to 4 Tons	05	
	2.3.2 Rate for Trailer load of more than 4 Tons	05	
2.4	Transport trailer load of assorted packages such as drums, tins, cartons cases, crates, bags, cylinders etc. from Refinery to port of Colombo or container yard. Rates to include loading at Refinery transporting to port of Colombo & unloading in to vessel/ containers/ yard as directed by Refinery representative.		
	2.4.1 Rate for Trailer load of up to 4 Tons	04	
	2.4.2 Rate for Trailer load of more than 4 Tons	04	

3. Extra Heavy Cargo			
Ser. No.	Description	Expected No. of Trips	Rate (without TAX) Rs.
3.1	Providing low-bed trailers for heavy and bulky/ heavy cargo from Wharf to Refinery-Sapugaskanda. Rate to include loading at Wharf and transporting at points in the Refinery as directed by Refinery Representative.		
	3.1.1 Rate for Cargo weight up to 20 tons	01	
	3.1.2 Rate for Cargo weight from 20 tons to 40 tons	01	
	3.1.3 Rate for Cargo weight exceeding 40 tons	01	
3.2	Rate per ton per Kilometer for transport of heavy equipment up to 20 tons by a low bed trailer. Rates to include all miscellaneous expenses related to loading at Port and transporting.	24	
3.3	Rate per ton per Kilometer for transport of heavy equipment over 20 tons by a low bed trailer. Rates to include miscellaneous expenses related to loading at Port and transporting.	24	

4. Transportation of LCL Cargo				
Ser. No.	Description		Expected No. of Trips	Rate (without TAX) Rs.
4.1	Transport of lorry load of assorted packages, cylinders, bags, drums, etc., from Port of Colombo to Refinery-Sapugaskanda. Rate to include loading at Port of Colombo, transporting to Refinery and unloading and stacking at points in the Refinery as directed by Refinery Representative.			
	4.1.1	Rate for lorry load of up to 2.5 tons	70	
	4.1.2	Rate for lorry loads up to 4 tons	25	
	4.1.3	Rate for lorry loads more than 4 tons	12	
4.2	Transport of lorry load of assorted packages, such as drums, bags, cylinders etc., from Refinery-Sapugaskanda to Port of Colombo or Container Yard. Rate to include loading at Refinery-Sapugaskanda, unloading and stacking at points in the Port of Colombo as directed by Refinery Representatives.			
	4.2.1	Rate for lorry loads up to 2.5 tons	03	
	4.2.2	Rate for lorry loads up to 4 tons	02	
	4.2.3	Rate for lorry loads of more than 4 tons	02	
4.3	Transport of lorry load of pipes, tubes, plates, machinery etc. having length of more than 18 feet from Port of Colombo to Refinery- Sapugaskanda. Rate to include loading at Port of Colombo and transporting to Refinery- Sapugaskanda.			
	4.3.1.	Rate for lorry loads up to 2.5 tons	20	
	4.3.2.	Rate for lorry loads up to 4 tons	15	
	4.3.3.	Rate for lorry loads of more than 4 tons	10	
4.4	Transport of lorry load of pipes, tubes, plates, machinery etc. in a 40 feet lorry from Port of Colombo to Refinery Sapugaskanda. Rate to include loading at Port of Colombo and transporting to Refinery Sapugaskanda.			
	4.4.1	Rate for loads up to 4 tons	10	
	4.4.2	Rate for loads of more than 4 tons	05	
4.5	Transport of bulky & light weight cargo in a full body lorry from Port of Colombo to Refinery Sapugaskanda. Rate to include loading at Port of Colombo, transporting to Refinery and unloading and stacking at points in the refinery as directed by Refinery representative.			
	4.5.1	Rate for trailer loads up to 4 tons	03	
	4.5.2	Rate for trailer loads of more than 4 tons	02	
4.6	Rate per van load from Head Office (Dematagoda) to Colombo Port and back to Refinery Sapugaskanda. Rate to include providing transport to Custom Officer within the Colombo Port to examine the Cargo, loading at Colombo Port, transporting to Refinery and unloading and stacking at points as directed by Refinery Representative for van load of up to 750 Kg.		70	

Ser. No.	Description		Expected No. of Trips	Rate (without TAX) Rs.
4.7	Rate to provide transport facilities by a Car or Van for wharf clerks to work within port premises.		60	
4.8	Rate to provide transport facilities by a Car or Van (light vehicle) for wharf clerks to work within port premises and to Shipping agents, CPC Head Office (Dematagoda) for import/export purposes. (Port permits are to be taken by the contractor)		20	
4.9	Rate to provide transport facility by a van or 2 Ton lorry to transport items from CPC Head Office, Dematagoda to Colombo Port and vice versa. (Rates to include Load and unloading).			
	4.9.1	By a Van	01	
	4.9.2	By a 2 Ton Lorry	01	
4.10	Rate to provide a car/van (light vehicle) from CPC Head office at Dematagoda to Refinery Sapugaskanda.			
	4.10.1	Rate for one way trip.	05	
	4.10.2	Rate for the above item vice versa.	05	
4.11	Rate per lorry load of assorted packages, such as drums, bags, cylinders etc., from cargo destuffing warehouse/yard at Peliyagoda/ Colombo port to Guide Pier of port of Colombo. Rate to include loading, transporting to guide pier and unloading and stacking at the OFO premises of CPC		02	
4.12	Rate per lorry load of pipes, tubes, plates, machineries etc. having length of more than 18 feet from cargo destuffing warehouse /yard at Peliyagoda/ Colombo port to Guide pier of port of Colombo. Rate to include loading, transporting to guide pier and unloading and stacking at the OFO premises of CPC.		02	
4.13	Rate to provide transport facilities by a van or 2 Ton lorry to transport items from Refinery Sapugaskanda to container yard/ depot for export. Rate to include transporting, unloading and stacking at the point directed by Refinery representative.			
	4.13.1	By a Van	01	
	4.13.2	By a 2 Ton Lorry	01	

5. Transportation of Local Goods				
Ser. No.	Description		Expected No. of Trips	Rate (without TAX) Rs.
5.1	Rate per lorry load of drums, tins and cases etc. from Refinery, Sapugaskanda to Ceylon Petroleum Corporation Terminal at Kolonnawa. Rate to include loading at Refinery-Sapugaskanda and transporting to Ceylon Petroleum Corporation Terminal at Kolonnawa and unloading and stacking as directed by Refinery Representative and come back to Refinery-Sapugaskanda. (For lorry load up to 2.5 Tons)		01	
5.2	5.2.1	Rate per lorry load from Panchikawatta, Armour Street or Maradana to Refinery, Sapugaskanda for transporting hardware items. Rate includes loading at Maradana, transporting to Refinery-Sapugaskanda and unloading and stacking at points in the Refinery as directed by Refinery Representative. (For lorry load up to 2.5 Tons)	03	
	5.2.2	Rate per lorry load from Panchikawatta, Armour Street or Maradana to Refinery-Sapugaskanda for transporting hardware items. Rate to include loading at Maradana, transporting to Refinery-Sapugaskanda and unloading and stacking at points in the Refinery as directed by Refinery representative. (For lorry load more than 2.5 Tons)	02	
5.3	Rate per lorry load of assorted packages, such as drums, bags and cylinders etc., from Refinery-Sapugaskanda to Water Intake Station Gonawala, Kelaniya. Rates to include loading at Refinery-Sapugaskanda transporting to Water Intake Station, Gonawala, Kelaniya. Rates to include loading at Refinery, transporting to Water Intake Station at Gonawala and unloading at points as directed by Refinery Representative and come back to Refinery. (For Lorry load of up to 2.5 Tons).		10	
5.4	Rate per lorry load from Glass Factory, Ratmalana to Refinery-Sapugaskanda. Rate to include loading at Ratmalana, transporting to Refinery, unloading and stacking as directed by Refinery Representative. (For lorry load up to 2.5 Tons).		01	
5.5	Rate per lorry load of cylinders from Refinery, Sapugaskanda to Paranthan Chemicals, at Kalutara industrial area and back to Refinery, Sapugaskanda. Rate to include loading at Paranthan Chemicals, Kalutara industrial area, transporting and unloading and stacking at Petroleum Refinery-Sapugaskanda, as directed by Refinery Representative for 10 Nos. Chlorine, Cylinders.		10	

Ser. No.	Description		Expected No. of Trips	Rate (without TAX) Rs.
5.6	Rate per lorry load of cylinders from Refinery, Sapugaskanda to Paranthan Chemicals, via Colombo, to Kalutara industrial area and back to Refinery, Sapugaskanda. Rate to include transporting, loading, unloading and stacking as directed by Refinery Representative for lorry load of 10 Nos. chlorine, cylinders.		02	
5.7	5.7.1	Rate per lorry load of drums, tins and bags and cylinders Paranthan Chemicals Corporation Stores at Jampettah Street, Colombo to Refinery-Sapugaskanda. Rate to include loading at Paranthan Chemical Corporation Stores. Transporting to Refinery and unloading and stacking at points in the Refinery as directed by Refinery Representative. (For Lorry load of up to 4 Tons).	01	
	5.7.2	Rate per lorry load of drums, tins and bags and cylinders Paranthan Chemicals Corporation Stores at Jampettah Street, Colombo to Refinery-Sapugaskanda. Rate to include loading at Paranthan Chemical Corporation Stores. Transporting to Refinery and unloading and stacking at points in the Refinery as directed by Refinery Representative. (For Lorry load of more than 4 tons.)	01	
5.8	5.8.1	Rate per Lorry load of Gas cylinders from Ceylon Oxygen Co., Colombo 15 to Refinery, Sapugaskanda and Refinery-Sapugaskanda to Oxygen Company, Colombo 15. Rate to include loading at Ceylon Oxygen Company transporting to Refinery-Sapugaskanda and unloading and stacking at points in the Refinery and vice versa as directed by Refinery Representative. (For Lorry load of up to 35 Gas cylinders.)	01	
	5.8.2	Rate per lorry load of Gas cylinders from Ceylon Oxygen Company, Colombo – 15 to Refinery-Sapugaskanda and Refinery, Sapugaskanda to Oxygen Company Colombo – 15. Rate to include loading at Ceylon Oxygen Company transporting to Refinery-Sapugaskanda and vice versa, as directed by Refinery Representative. (For Lorry load of more than 35 Gas cylinders.)	01	
5.9	Rate per transporting of Caustic Soda in drums from Paranthan Chemical Corporation Stores at Jampettah Street, Colombo to Refinery-Sapugaskanda. Rate to include loading at Paranthan Chemical Corporation Stores and unloading and stacking at points in the Refinery-Sapugaskanda as directed by Refinery Representative.		01	

Ser. No.	Description		Expected No. of Trips/km /hours	Rate (without TAX) Rs.
5.10	5.10.1	Rate per transporting of Hydrochloric Acid in carboys from Paranthan Chemical Corporation Stores at Jampettah Street, Colombo to Refinery-Sapugaskanda. Rate to include loading at Paranthan Chemical Corporation Stores and unloading and stacking at points in the Refinery as directed by Refinery Representative. (Lorry load of up to 4 Tons).	01	
	5.10.2	Rate per transporting of Hydrochloric Acid in carboys from Paranthan Chemical Corporation Stores at Jampettah Street, Colombo to Refinery-Sapugaskanda. Rate to include loading at Paranthan Chemical Corporation Stores and unloading and stacking at points in the Refinery-Sapugaskanda as directed by Refinery Representative. (For Lorry load over 4 Ton.)	01	
5.11	Loading charges for drums at the Paranthan Chemical Corporation when contractor has to undertake the loading. Rate per drum.		01	
5.12	To provide transport facility by 2 Ton lorry to collect items from Colombo and suburbs town limits to Refinery-Sapugaskanda and vice versa per day of 9 working hours.		10	
5.13	5.13.1	To provide transport facility by light vehicle (Van / Jeep) to collect (For shopping) item from Colombo and suburbs towns limits to Refinery-Sapugaskanda and vice versa (within 60km mileage) per day of 9 working hours.	25	
		5.13.1.1 Rate per Km (for more than 60km)	750 km	
		5.13.1.2 Rate per additional hour (for more than 9 hour)*	75 h	
	5.13.2	To provide transport facility by light vehicle (Pick-up / Crew Cab) to collect (For shopping) item from Colombo and suburbs towns limits to Refinery-Sapugaskanda and vice versa (within 60km mileage) per day of 9 working hours.	50	
		5.13.2.1 Rate per additional Km (for more than 60km)	500 km	
		5.13.2.2 Rate per additional hour (for more than 9 working hours)*	50 h	
5.14	Rate per day of 9 working hours for use of 40 Ft. trailer with prime mover to transport goods and equipment within the Refinery premises with operators and 3 labourers for loading and unloading.		01	

* Price/ rate adjustment is not applicable

Ser. No.	Description		Expected No. of Trips/km /hours	Rate (without TAX) Rs.
5.15	Transport of goods by 40ft trailer from Refinery Sapugaskanda to guide pier of Colombo. Total time for a trip be counted from time of arrival at Refinery point to the time of exist from the goods unloading point (8 Hours grace period be provided).			
	5.15.1	Rate for transport of 20ft trailer up to 22 ton	01	
	5.15.2	Rate for transport of 20ft trailer over 22 ton	01	
	5.15.3	Rate for transport of 40ft trailer	02	
5.16	Rate per lorry load of Bitumen drums from Roads Development Authority-Ratmalana Site to Refinery-Sapugaskanda. Rate to include loading at RDA Ratmalana Site transporting to Refinery-Sapugaskanda and stacking at points in the Refinery-Sapugaskanda as directed by Refinery Representative for Lorry load up to 4 Tons.		01	
5.17	Rate per Lorry load of Gas cylinders from Refinery-Sapugaskanda to Industrial Gases Company Ltd., Makola and back to Refinery-Sapugaskanda including loading and unloading as directed by Refinery Representative for lorry loads up to 25 cylinders.		05	
5.18	5.18.1	Rate to provide to collect items and transport (by lorry) items from suburb area within 60 km from Refinery to Refinery-Sapugaskanda and vice versa, per day of 9 working hours. (Up to 2.5 Tons)	05	
	5.18.2	Rate to provide to collect items and transport (by Lorry) items from suburb area within 60 km from Refinery to Refinery-Sapugaskanda and vice versa, per day of 9 working hours. (Up to 4 Tons)	05	
5.19	5.19.1	Rate to provide transport by Van to collect items from Colombo and Suburb town limits within 60 km from Colombo to Refinery and vice versa, per day of 9 working hours.	15	
		5.19.1.1 Rate per additional Km (for more than 60km)	150 km	
		5.19.1.2 Rate per additional hour (for more than 9 working hours)*	15 h	
5.20	Rate to provide a Car from CPC-Materials Division at Dematagoda to Refinery at Sapugaskanda. Rate per one way trip.		05	
5.21	To provide transport facilities to officers by Air Conditioned Car/ Van starting from Colombo to Refinery and back to Colombo.		15	

* Price/ rate adjustment is not applicable

Ser. No.	Description	Expected No. of Trips	Rate (without TAX) Rs.
5.22	To provide transport facilities to officers by Air Conditioned Car/ Van starting from Refinery-Sapugaskanda to Colombo and back to Refinery.	15	
5.23	For item No. 21 and 22 also indicate rate per hour for parking time in excess of 1 hour grace period.*	50	

* Price/ rate adjustment is not applicable

NOTE :-

- (1) Suppliers are requested to submit rates excluding NBT/ VAT (without NBT & VAT) and tax component will be computed and paid separately according to the value of service provided to CPC as per agreed rates.
- (2) Supplier is required to indicate VAT/ NBT registration numbers & the percentage of VAT/ NBT, if applicable and to attach a copy of Certificate for VAT/ NBT Registration.

NBT applicable for the above rates - YES / NO
if applicable, percentage of NBT - %
12% VAT applicable - YES / NO

VAT Reg. No.
NBT Reg. No.

Name of the Bidder :

Signature :..... Address :

Date :.....

Company stamp :

FORM OF BID

To: The Chairman
Departmental Standard Procurement Committee (Minor)
Ceylon Petroleum Corporation
Refinery Division
Sapugaskanda
Kelaniya
SRI LANKA

From:

Sir,

A-1 Having familiarized ourselves with the formal request for Instruction to Bidders and Conditions of contract, for "Transport of Packaged Goods for Sapugaskana Refinery- 2012/2013", we offer to complete the whole of said services in conformity with the said document.

A-2 Unless and until a formal agreement is prepared and executed this Bid offer together with your written acceptance thereof shall constitute a binding contract with us.

A-3 We understand you are not bound to accept the lowest or any Bid offer you may receive.

A-4 The Bid we are offering is complete and fulfils the requirements discussed in the Bid document.

A-5 We agree to abide by this Bid offer for the period of Ninety (90) days from the date of opening of the same. Conditions and prices quoted will remain binding upon us and may be accepted at any time before the expiration of the period.

A-6 We agree to be bound by the Tender, Tender Conditions and Performance Guarantee.

A-7 We affirm that providing of the said services will commence within 14 days after we receive notice of acceptance of our Bid from the CPC.

A-8 We offer the prices as given in the "Schedule of Prices" for Transport of packaged goods and container transportation from Katunayake Airport and Colombo Port to respective locations at CPC and other transport services as given in this bid document

We agree that it is open to the Procurement Committee to reject this offer or to accept.

Dated this day of2012.

Signature.....in the capacity of.....

..... duly authorized to sign tenders for and on behalf of :

Name

Address

Witnesses:

1. Signature: 2. Signature:

Name: Name:.....

Address : Address:

FORMAT FOR BID SECURITY GUARANTEE

[this Guarantee form shall be filled in accordance with the instructions indicated in brackets]
----- [insert issuing agency's name, and address of issuing branch or office]

Beneficiary: -----
[insert (by PE) name and address of Employer]

Date: ----- [insert (by issuing agency) date]

BID SECURITY No.: ----- [insert (by issuing agency) number] We have been informed that ----- [insert (by issuing agency) name of the Bidder] (hereinafter called "the Bidder") has submitted to you its bid dated -----[insert (by issuing agency) date] (hereinafter called "the Bid") for the execution of [insert name of Contract] under Invitation for Bids No. ----- [insert IFB number] ("the IFB").

Furthermore, we understand that, according to your conditions, Bids must be supported by a Bid Guarantee.

At the request of the Bidder, we ----- [insert name of issuing agency] hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of ----- -- [insert amount in figures] ----- [insert amount in words] upon receipt by us of your first demand in writing accompanied by a written statement stating that the Bidder is in breach of its obligation(s) under the bid conditions, because the Bidder:

- (a) has withdrawn its Bid during the period of bid validity specified; or
- (b) does not accept the correction of errors in accordance with the Instructions to Bidders (hereinafter "the ITB") ; or
- (c) having been notified of the acceptance of its Bid by the Employer during the period of bid validity, (i) fails or refuses to execute the Contract Form, if required, or (ii) fails or refuses to furnish the Performance Security, in accordance with the ITB.

This Guarantee shall expire: (a) if the Bidder is the successful bidder, upon our receipt of copies of the Contract signed by the Bidder and of the Performance Security issued to you by the Bidder; or (b) if the Bidder is not the successful bidder, upon the earlier of (i) the successful bidder furnishing the performance security, otherwise it will remain in force up to ----- (insert date)

Consequently, any demand for payment under this Guarantee must be received by us at the office on or before that date.

[signature(s) of authorized representative(s)]

FORM OF AGREEMENT

This CONTRACT (hereinafter called the “Contract”) is made the [day] day of the month of [month], [year], between, on the one hand, CPC and, on the other hand, [name of Service Provider] (hereinafter called the “Service Provider”).

WHEREAS

- (a) the CPC has requested the Service Provider to provide certain Services as defined in the Conditions of Contract and Contract Data attached to this Contract (hereinafter called the “Services”);
- (b) the Service Provider, having represented to the CPC that they have the required skills, and personnel and resources, have agreed to provide the Services on the terms and conditions set forth in this Contract at a contract price of _____ ;

NOW THEREFORE the parties hereto hereby agree as follows:

1. The following documents attached hereto shall be deemed to form an integral part of this Contract:

- (a) The Conditions of Contract;
- (b) The Contract Data;
- (c) The Form of Bid
- (d) The Schedule of Prices
- (e) The CPC’s Requirements

2. The mutual rights and obligations of the CPC and the Service Provider shall be as set forth in the Contract, in particular:

- (a) The Service Provider shall carry out the Services in accordance with the provisions of the Contract; and
- (b) The CPC shall make payments to the Service Provider in accordance with the provisions of the Contract.

IN WITNESS WHEREOF, the Parties hereto have caused this Contract to be signed in their respective names as of the day and year first above written.

For and on behalf of CPC

[Authorized Representative]
For and on behalf of [name of Service Provider]

[Authorized Representative]

FORMAT FOR PERFORMANCE GUARANTEE

.....
[Issuing Agency’s Name, and Address of Issuing Branch or Office]

Beneficiary:

.....
[Name and Address of Employer]

Date:

PERFORMANCE GUARANTEE NO.:

We have been informed that[name of Contractor]
(hereinafter called “ the Contractor”) has entered into Contract No.....[reference
number of the contract] dated.....with you, for the.....
.....[name of contract and brief description of Works]
(hereinafter called “the Contract”).

Furthermore, we understand that, according to the conditions of the Contract, a performance guarantee is required.

At the request of the Contractor, we.....[name of Agency] hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of[amount in figures] (.....) [amount in words], upon receipt by us of your first demand in writing accompanied by a written statement stating that the Contractor is in breach of its obligation(s) under the Contract, without your needing to prove or to show grounds for your demand or the sum specified therein.

This guarantee shall expire, no later than the.....day of....., 20.....[insert date, 28 days beyond the Intended Completion Date] and any demand for payment under it must be received by us at this office on or before that date.

[Signature(s)]



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- 2012/2013
ප්‍රසිද්ධ වෙන්විඳ අංක REF-PD/SER/2012/01

ලංකා බන්ධනාගාර ජාතික සංස්ථාවේ දෙපාර්තමේන්තු සම්මත ප්‍රසම්පාදන කමිටුවේ සභාපති වසින් පහත සඳහන් සුදුසුකම් හා හැකියාවන් සපුරන්නා වූ පළපුරුදු ප්‍රවාහන කොන්ත්‍රාත් කරුවන්ගෙන් කොළඹ වරායේ සිට හා කටුනායක ගුවන් තොටුපොළේ සිට අවශ්‍ය ස්ථාන කරා භාණ්ඩ ප්‍රවාහනය කිරීම හා අනෙකුත් ප්‍රවාහන අවශ්‍යතා සැපයීම සඳහා මාස 12ක කාලයක් සඳහා වෙන්විඳ කැඳවනු ලැබේ.

අවම සුදුසුකම් වශයෙන් වෙන් 5 ලොරි 5ක් හා අඩු 20 කන්ටේනර් ප්‍රවාහන ලොරි එකකවත් හිමිකම් දරන **L** අවශ්‍ය වරිකැඳි වෙන් 2 **Q** - 5 ලොරි 10 ක් හා කන්ටේනර් ප්‍රවාහන ලොරි 25-50 ලබාදිය හැකි හා අවශ්‍යතාවය පරිදි වෙන්විඳ පත්‍රවල සඳහන් අනෙකුත් වාහනද සැපයිය හැකි කොන්ත්‍රාත් කරුවන් වෙත පමණක් වෙන්විඳ ලියකියවිලි නිකුත් කරනු ලැබේ.

වෙන්විඳ ලියකියවිලි ලබාගැනීම සඳහා ඉහත සඳහන් පරිදි වෙන්විඳ කරුවන් හට අයුතු වාහන වල ලියාපදිංචි කිරීමේ සහතික, අදාළ ආදායම් බලපත්‍ර හා රක්ෂණ සහතික, ශ්‍රී ලංකා වරාය අධිකාරියේ පරිශ්‍රය වෙතින් භාණ්ඩ ප්‍රවාහනය සඳහා 2012 වසර සඳහා ප්‍රවේශ අවසර පත්‍රය යන ලියකියවිලි වල මුල්පිටපත් සමඟින් වෙන්විඳකරුවන් වසින් අමතරව කුලියට ලබාගැනීමට බලාපොරොත්තු වන්නාවූ වාහනවල අයුතුකරුවන්ගේ නම් හා ලිපිනයන් හා එම වාහනවල ලියාපදිංචි අංකයන් ඉදිරිපත්කළ යුතු වේ.

ඉහත සඳහන් සුදුසුකම් සපුරා ඇති වෙන්විඳ අයදුම්කරුවන් අදාළආයතනයෙන් වෙන්විඳපත් ලබාදෙන මෙන් කරන ලිඛිත ඉල්ලීමකද වෙන්විඳ පත්‍රිකා ලබාගැනීම සඳහා රැගෙන ආයුතු අතර පිරිපහදු මුදල් අංශයට රු.500/- ක ආපසු ගෙවනු නොලබන වෙන්විඳ තැන්පතු වක් ගෙවීමෙන් ලබාගත් ලදුපත ඉදිරිපත්කර වෙන්විඳ පත් පහත සඳහන් ලිපිනයට පැමිණ ලබාගත හැකි ලදුපතේ පිටපතක් මග යනත් සමග ඉදිරිපත් කළ යුතුය.

එසේම අන්තර් ජාලයේ www.ceypetco.gov.lk වෙබ් අඩවිය මගින් අදාළ ලියකියවිලි පරීක්ෂා කළහැක.

වෙන්විඳ ලියකියවිලි නිකුත්කරනු ලබන අවසාන දිනය 2012 මාර්තු මස 02 වෙනි දින 15.00 පැය දක්වා වන අතර, මුද්‍රා තබන ලද වෙන්විඳපත් 2012 මාර්තු මස 09 වෙනි දින 14.30 පැය දක්වා භාරගනු ලබන අතර, ඒදිනම 14.30 පැයට ඒවා විවෘත කරනු ලැබේ.

ඉල්ලුම්පත් සහ අනෙකුත් වස්තූන් පහත සඳහන් අයගෙන් ලබාගත හැක.

සභාපති
දෙපාර්තමේන්තු සම්මත ප්‍රසම්පාදන කමිටුව,
ලංකා බන්ධනාගාර ජාතික සංස්ථාව,
පිරිපහදු කාර්යාංශය,
සපුගස්කන්ද,
කැළණිය.
දුරකථන අංකය : 2400431 / 2400427
ෆැක්ස් අංකය : 2400431 / 2400436



**CEYLON PETROLEUM CORPORATION
REFINERY DIVISION**

TENDER NOTICE

**TENDER FOR TRANSPORT OF PACKAGED GOODS FOR
SAPUGASKANDA REFINERY – 2012/2013
(FOR SEA / AIR CARGO AND LOCAL GOODS)**

Public Tender REF-PD/SER/2012/01

The Chairman, Departmental Standard Procurement Committee (Minor) -(DSPC), Ceylon Petroleum Corporation (CPC) invites bids from reputed Transport Contractors, who are owning a fleet of a minimum of Five Lorries of 5 Ton capacity, one 20 Ft. low/high bed trailer with prime mover and in addition possessing the capability of command at a minimum of ten more lorries of 2.5 to 5 ton capacity, 25-50 container transporting lorries and any other vehicles requested by CPC as described in the bid document, depending on the requirement for transportation of packaged goods and container transportation from Katunayake Airport and Colombo Port to respective locations at CPC and other transport services .

The Originals of the Registration Certificates, Current Year Revenue License and Insurance Certificates of the Lorries owned by the bidders as per the above, valid entry permits for year 2012 to the Sri Lanka Ports Authority Premises for transportation of goods and name and addresses of the owners from whom bidder expects to hire additional vehicles indicating the registration numbers should be produced prior to issue of the Tender Forms.

A non-refundable tender deposit of Rs. 500/= shall be paid to Refinery Finance Department at the time of collection of tender documents. In addition, bidder should produce a written request to obtain the Bid Document. Copy of the receipt of the tender fee shall be attached to the offer for it has to be considered for evaluation.

Bidders can inspect the bid document at www.ceypetco.gov.lk website.

Bid documents will be issued until 15.00 hrs on 02nd March 2012. Sealed tenders will be received until 14.30 hrs on 09th March 2012 and will be opened immediately thereafter.

Tender information and other documents could be obtained from the under mentioned.

CHAIRMAN

**DEPARTMENTAL STANDARD PROCUREMENT COMMITTEE,
CEYLON PETROLEUM CORPORATION,
REFINERY DIVISION,
SAPUGASKANDA,
KELANIYA,**

TEL. : 2400431 / 2400427

FAX : 2400431 / 2400436