



INVITATION FOR BIDS

CEYLON PETROLEUM STORAGE TERMINALS LIMITED

BID FOR THE PROVISION OF HEALTH INSURANCE COVERS FOR THE PERMANENT EMPLOYEES OF CEYLON PETROLEUM STORAGE TERMINALS LIMITED 2024/2025

BID NO: KPR/42/2024

The Chairman, Department Procurement Committee (Major) on behalf of the Ceylon Petroleum Storage Terminals Limited (CPSTL), Kolonnawa, Wellampitiya hereby invites sealed bids (Direct basis) from eligible, reputed Insurance Brokers/Agents, and Insurance Service Providers who are registered under the Insurance Regulatory Commission of Sri Lanka (IRCSL) for the above Procurement.

Interested parties may refer the bidding document (*only for viewing purpose*) and obtain necessary information through the website www.cpstl.lk and the original Bidding Document could be obtained from the undersigned on submission of a written request (*the request letter shall be signed and issued by an authorized person*), during working days from **0900 hrs. to 1400 hrs. from Wednesday 24th July 2024 till 13th Tuesday August 2024**, upon payment of a non-refundable Bidding Document fee of **Eighteen Thousand Sri Lankan Rupees (LKR 18,000.00)** for each.

Duly filled bidding documents may be sent by post/courier under registered cover or sealed cover **to reach** the Chairman, Department Procurement Committee (Major), C/o Manager Procurement, Ceylon Petroleum Storage Terminals Limited, Procurement Function, 01st Floor, New 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 Wednesday 14th August 2024**.

In case, the bidders are unable to submit the original bids as above, they could submit the scanned copy of the duly filled original bidding documents in **PDF** format (e-bid) via email to tenders@cpstl.lk **to reach** on or before **1400 hrs. on Wednesday 14th August 2024**, at their own discretion. The original bid document shall be securely kept to be submitted to the Manager Procurement when requested, however their original bids will be obtained only for the filing purpose, not for verification against the e-bid.

Bids will be closed at 1400 hrs. Wednesday 14th August 2024 and will be opened immediately thereafter at the office of Manager (Procurement). An authorized representative of the bidders may allow to participate the tender opening procedure.

A pre bid meeting will be held with the prospective parties or their authorized representative/s to clarify any matters relating to the document at **1000 hrs. on Wednesday 31st July 2024** at the Board room CPSTL, Oil Installation, Kolonnawa.

Bid shall be valid till **13.11.2024**

Bid shall be accompanied by a **bid security** of **Rs. 600,000.00** and shall be valid until **11.12. 2024** and beyond any extension subsequently requested.

Any of the interested parties 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).

Further details and clarifications (if any) shall be sought from the Manager Procurement on Tel: 011-2572156/ 011-2547238, E-mail: procure@cpstl.lk

The Chairman
Department Procurement Committee (Major)
C/o Manager Procurement
Ceylon Petroleum Storage Terminals Limited
Procurement Function
01st Floor, New Building
Kolonnawa
Wellampitiya.