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CEYLON FISHERY HARBOURS CORPORATION
இலங்கை மீன்பிடித் துறைமுகங்கள் கூட்டுத்தாபனம்
General - 0112523051 Fax - 0112522217 Email - info@cfhc.gov.lk Web - www.cfhc.gov.lk

12th September 2026

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Request for Bids

SUPPLY, DELIVERY, INSTALLATION, COMMISSIONING AND MAINTENANCE OF 01 UNIT OF 24,000 B.T.U. AIR CONDITIONER MACHINE FOR PROCUREMENT DIVISION AT HEAD OFFICE

CFHC/PD/ELE(REF)/AC/24000/PD/2026-08

The Chairman Department Procurement Committee (DPC) on behalf of the Ceylon Fishery Harbours Corporation invites sealed bids from eligible and qualified bidders for Supply, Delivery, Installation, Commissioning and Maintenance of 01 Unit of 24,000 B.T.U. Air Conditioner Machine for Procurement Division at Head Office.

Item Num	Description	Qty
01	**24,000 B.T.U. , Split Type, Non Inverter Type Air Conditioner with Warranty** • **Location: Procurement Division at Head Office.**	**01 Unit**

1. **Location : Ceylon Fishery Harbours Corporation, Procurement Division, 2nd Floor, P.O. Box 1747, Rock House Lane, Colombo 15.**
2. The delivery period is .....
3. Bidding will be conducted through National Shopping Method.
4. The quotation submission form shall be signed by the supplier or any other person authorized by him, in the space provided with the company rubber stamp.
5. The Bidder shall submit the following documents along with the bid.
   (i) Bid Submission form
   (ii) Manufacturer Authorization
   (iii)Company Registration
   (iv) Price schedule
   (v) Specifications
   (vi) Delivery schedule
6. Credit Period of 30 days. Payment shall be made after successfully complete the order.

7. Payment shall be made under the provisions of Government Taxes.

8. Bids prepared according to the instructions given in the Bids Documents should be addressed to. The Procurement Manager. Ceylon Fishery Harbours Corporation. No. 15. Rock House Lane. Colombo -15.and sent by to be deposited in the Tender Box available in the Procurement Division before **11.00 a.m** on **22nd September 2026.** Late bids shall be rejected. Bids will be opened in the presence of the bidders' representatives who choose to attend in person or virtual at the address Procurement Division, Ceylon Fishery Harbours Corporation, No. 15, Rock House Lane. Colombo -15 at **11.00 a.m**. on **22nd September 2026**. Bids will be opened immediately thereafter.

9. The selected bidder, **if required** should furnish a Performance Bond for 5% of the initial contract price of Performance Security by Cash Deposit or Unconditional on demand bang guarantee from a recognized Commercial bank operating in Sri Lanka approved the Central Bank and it should be issued in the name of the Chairman, Ceylon Fishery Harbour Corporation, No. 15, Rock House Lane, Colombo 15.

10. Accepting, soliciting or offer of bribe is punishable under the law and any complaints or clarifications of this nature on purchases made by Ceylon Fishery Harbours Corporation.

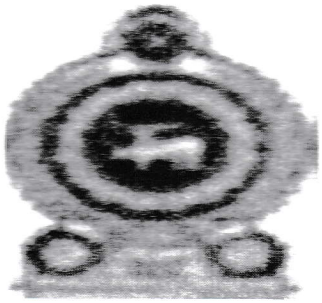
11. Further details can be obtained from the Procurement Manager on No. 011-2525063.

12. The Department Procurement Committee reserves the right to accept or reject any bid.

Thanking You

26/09/25

Act. Procurement Manager



Procurement of

Goods Under

National Shopping Procedures

Request for Bids

For

Procurement of

SUPPLY, DELIVERY, INSTALLATION, COMMISSIONING AND MAINTENANCE OF 01 UNIT OF 24,000 B.T.U. AIR CONDITIONER MACHINE FOR PROCUREMENT DIVISION AT HEAD OFFICE.

Contract No:

CFHC/PD/ELE(REF)/AC/24000/PD/2026-08

Ceylon Fishery Harbours Corporation.

Section I. Instructions to Vendors (ITV)

A: General	
1. Scope of Bid	1.1 The Purchaser named in the Data Sheet invites you to submit a quotation for the supply of Goods as specified in Section III Schedule of Requirements. Upon receipt of this invitation you are requested to acknowledge the receipt of this invitation and your intention to submit a quotation. The Purchaser may not consider you for inviting quotations in the future, if you failed to acknowledge the receipt of this invitation or not submitting a quotation after expressing the intention as above.
B: Contents of Documents	
2. Contents of Documents	The documents consist of the Sections indicated below. • Section I. Instructions to Vendors(ITV) • Section II. Data Sheet • Section III. Schedule of Requirements • Section IV. Technical Specifications & Compliance with Specifications • Section V. Quotation submission Form(s)
C: Preparation of Quotation	
3. Documents Comprising your Quotation	The Quotation shall comprise the following: (a) Quotation Submission Form and the Price Schedules; (b) Technical Specifications & Compliance with Specifications
4. Quotation Submission Form and Price Schedules	4.1 The vendor shall submit the Quotation Submission Form using the form furnished in Section V. This form must be completed without any alterations to its format, and no substitutes shall be accepted. All blank spaces shall be filled in with the information requested. 4.2 Alternative offers shall not be considered. The vendors are advised not to quote different options for the same item but furnish the most competitive among the options available to the bidder.
5. Prices and Discounts	5.1 Unless specifically stated in Data Sheet, all items must be priced separately in the Price Schedules.
	5.2 The price to be quoted in the Quotation Submission Form shall be the total price of the Quotation, including any discounts offered. 5.3 The applicable VAT shall be indicated separately. 5.4 Prices quoted by the vendor shall be fixed during the vendor's performance of the Contract and not subject to variation on any account. A Quotation submitted with an adjustable price shall be treated as non-responsive and may be rejected.

6. Currency	6.1 The vendors shall quote only in Sri Lanka Rupees.
7. Documents to Establish the Conformity of the Goods	7.1 The vendor shall furnish as part of its quotation the documentary evidence that the Goods conform to the technical specifications and standards specified in Section IV. "Technical Specifications & Compliance with Specifications". 7.2 The documentary evidence may be in the form of literature, drawings or data, and shall consist of a detailed item by item description of the essential technical and performance characteristics of the Goods, demonstrating substantial responsiveness of the Goods to the technical specifications, and if applicable, a statement of deviations and exceptions to the provisions of the Technical Specifications given. 7.3 If stated in the Data Sheet the vendor shall submit a certificate from the manufacturer to demonstrate that it has been duly authorized by the manufacturer or producer of the Goods to supply these Goods in Sri Lanka.
8. Period of Validity of quotation	8.1 Quotations shall remain valid for the period of sixty (60) days after the quotation submission deadline date.
9. Format and Signing of Quotation	9.1 The quotation shall be typed or written in indelible ink and shall be signed by a person duly authorized to sign on behalf of the vendor.
D: Submission and Opening of Quotation	
10. Submission of Quotation	10.1 Vendors may submit their quotations by mail or by hand in sealed envelopes addressed to the Purchaser bear the specific identification of the contract number. 10.2 If the quotation is not sealed and marked as required, the Purchaser will assume no responsibility for the misplacement or premature opening of the quotation
11. Deadline for Submission of Quotation	11.1 Quotation must be received by the Purchaser at the address set out in Section II, "Data Sheet", and no later than the date and time as specified in the Data Sheet.
12.Late Quotation	12.1 The Purchaser shall reject any quotation that arrives after the deadline for submission of quotations, in accordance with ITV Clause 11.1 above.
13. Opening of Quotations	13.1 The Purchaser shall conduct the opening of quotation in public at the address, date and time specified in the Data Sheet. 13.2 A representative of the bidders may be present and mark its attendance.
E: Evaluation and Comparison of Quotation	
14. Clarifications	14.1 To assist in the examination, evaluation and comparison of the quotations, the Purchaser may, at its discretion, ask any vendor for a clarification of its quotation. Any clarification submitted by a vendor in respect to its quotation which is not in response to a request by the Purchaser shall not be considered.

	14.2 The Purchaser's request for clarification and the response shall be in writing.
15. Responsiveness of Quotations	15.1 The Purchaser will determine the responsiveness of the quotation to the documents based on the contents of the quotation received. 15.2 If a quotation is evaluated as not substantially responsive to the documents issued, it may be rejected by the Purchaser.
16. Evaluation of quotation	16.1 The Purchaser shall evaluate each quotation that has been determined, to be substantially responsive. 16.2 To evaluate a quotation, the Purchaser may consider the following: (a) the Price as quoted; (b) price adjustment for correction of arithmetical errors; (a) price adjustment due to discounts offered. 16.3 The Purchaser's evaluation of a quotation may require the consideration of other factors, in addition to the Price quoted if stated in Section II, Data Sheet. These factors may be related to the characteristics, performance, and terms and conditions of purchase of the Goods. .
17. Purchaser's Right to Accept any Quotation, and to Reject any or all Quotations	17.1 The Purchaser reserves the right to accept or reject any quotation, and to annul the process and reject all quotations at any time prior to acceptance, without thereby incurring any liability to bidders.
F: Award of Contract	
18. Acceptance of the Quotation	18.1 The Purchaser will accept the quotation of the vendor whose offer has been determined to be the lowest evaluated bid and is substantially responsive to the documents issued.
19. Notification of acceptance	19.1 Prior to the expiration of the period of validity of quotation, the Purchaser will notify the successful vendor, in writing, that its quotation has been accepted.

Section II: Data Sheet

ITV Clause Reference	
1.1	The Purchaser is : Ceylon Fishery Harbours Corporation Address: No. 15, Rock House Lane, Colombo 15
5.1	If the bidder is allowed to quote for less than the all the items specified, indicate the details.
7.3	Manufacture's Authorization is required.
11.1	Address for submission of Quotations is **Procurement Manager** **Ceylon Fishery Harbours Corporation,** **No. 15, Rock House Lane, Colombo 15** Deadline for submission of quotations is **on 22nd September 2026 at 11.00 a.m.**
13	The quotations shall be opened at the following address: **Procurement Division** **Ceylon Fishery Harbours Corporation,** **No. 15, Rock House Lane, Colombo 15**
16[1]	Other factors that will be considered for evaluation are (List and describe the methodology):

[1] Insert only if additional factors other than price is considered for evaluation.

Section III: Schedule of Requirements

Line Item N°	Description of Goods	Quantity	Unit	Final Destination	Transportation and any other services	Delivery Date	
						Latest Delivery Date	Bidder's offered Delivery date [*to be provided by the bidder*]
[insert item No]	*[insert description of Goods]*	*[insert quantity of item to be supplied]*	*[insert unit]*	*[insert place of Delivery]*		*[insert the number of days following the date of issuing Purchase Order]*	*[insert the number of days following the date of issuing Purchase Order]*
01	24,000 B.T.U. , Split Type, Non Inverter Type Air Conditioner with Warranty • Location: Ceylon Fishery Harbours Corporation, Procurement Division, 2nd Floor, P.O. Box 1747, Rock House Lane, Colombo -15.	*01*	Unit		**Procurement Division – Head Office** **Ceylon Fishery Harbours Corporation, P.O. Box 1747, Rock House Lane, Colombo -15.**		

Section IV: Technical Specification & Compliance

Item # and Name	Component Description	Minimum Specifications	Bidder's Response	If "No" comment/s on the offer
01	24,000 B.T.U. , Split Type, Non Inverter Type Air Conditioner with Warranty **Location:** **Ceylon Fishery Harbours Corporation, Procurement Division, 2nd Floor, P.O. Box 1747, Rock House Lane, Colombo -15.**	• **Non Inverter** • **Normal A/C Unit** • **Split Type** • **24,000 B.T.U.** • **Brand** • **Model** • **Gas** • **Country of Origin** • **Warranty - Unit** • **Warranty - Compressor** • **Free Services**		

Section V Quotation Submission Form

[The Vendor shall fill in this Form in accordance with the instructions indicated No alterations to its format shall be permitted and no substitutions will accepted]

Date:

To: *Ceylon Fishery Harbours Corporation*

We, the undersigned, declare that:

(a) We have examined and have no reservations to the document issued;

(b) We offer to supply in conformity with the documents issued and in accordance with the Delivery Schedules specified in the Schedule of Requirements the following Goods *[insert a brief description of the Goods];*

(c) The total price of our quotation including any discounts offered is: *[insert the total quoted price in words and figure];*

(d) Our quotation shall be valid for the period of time specified in ITV Sub-Clause 8.1, from the date fixed for the quotation submission deadline in accordance with ITV Sub-Clause 11.1, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

(e) We understand that this quotation, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us.

(f) We understand that you are not bound to accept the lowest evaluated quotation or any other quotation that you may receive.

Signed

Name

Dated

Price Schedule

1 Line Item N°	2 Description of Goods	3 Warranty period	4 Country of Origin	5 Quantity	6 unit	7 Unit price	8 Sub Total]	9 Inland transportation And other services	10 Total Price for Item	11 VAT
[insert number of the item]	*[insert name of Goods]*		*[insert country of origin of the Good]*	*[insert number of units to be supplied]*	*[insert unit]*	*[insert price per unit]*	*[(7) = (4) x (6)]*	*[insert total cost of line item for inland transportation and other services required]*	*[(9) (+) x (8)]*	*[insert total VAT of line item]*
01	24,000 B.T.U. , Split Type, Non Inverter Type Air Conditioner with Warranty **Location:** Ceylon Fishery Harbours Corporation, Procurement Division, 2nd Floor, P.O. Box 1747, Rock House Lane, Colombo -15.			01	Unit					
								Total		

(Bidder shall provide following details)

Vat Registration No: .....
(If Applicable, Please attach VAT certificate)
Total Amount in Words Rupees: .....
.....

Name of Contact Person: .....

Signature of the Bidder: ....

Common Seal of the Company: .....

Name & Address of the Company .....

Date:

Manufacturer's Authorization

[If requested under ITB clause 17.3, the Bidder shall require the Manufacturer to fill in this Form in accordance with the instructions indicated.]

Date:

WHEREAS

We *[insert complete name of Manufacturer]*, who are official manufacturers of *[insert type of goods manufactured]*, having factories at [insert full address of Manufacturer's factories], do hereby authorize *[insert complete name of Bidder]* to submit a quotation the purpose of which is to provide the following Goods, manufactured by us *[insert name and or brief description of the Goods]*, and to subsequently negotiate and supply the goods.

We hereby extend our full guarantee and warranty, with respect to the Goods offered by the above firm.

Signed: *[insert signature(s) of authorized representative(s) of the Manufacturer]*

Name: *[insert complete name(s) of authorized representative(s) of the Manufacturer]*

Title: *[insert title]*

Duly authorized to sign this Authorization on behalf of: *[insert complete name of Bidder]*

Dated on_____day of_____, _____*[insert date of signing*