

# **VERY URGENT**

My No. MSD/SB9/27/2023  
Medical Supplies Division  
357, Rev. Baddegama Wimalawansa Thero Mw.  
Colombo 10.  
09.09.2023

The Manager

**All Supplier (Publish To MSD Website)**

Dear Sir,

## **QUOTATION FOR SUPPLY OF GENERAL ITEMS**

Quotations are invited for supply of General items indicated in the attached schedule.

Closing Date & Time:- 14.09.2023 at 2.00 p.m.  
Place: - **Medical Supplies Division.**

Quotations should be submitted perfecting the attached schedule on or before closing time. A copy of the **Certificate of Business Registration** should be attached to the quotation and relevant **Samples** should be submitted, for all items quoted for, of the attached schedule.

**Offers submitted without copy of registration certificate Analysis Report & samples will be rejected. (However the Procurement Committee reserves the right to take final decision)**

**Items should be available Ex-stock for immediately delivery. Offered quantities should be reserved for supply in the event your offer is accepted.**

In case items are not available Ex-stock, please submit your delivery schedule for consideration.

Delivery of items is to be made to our stores at above address free of charge.


In the event you are not quoting, please write accordingly across the schedule and return the same to us. If you failed to do so, you may not be considered to invite quotations thereafter.

The Procurement Committee reserves the right to award full or partial quantity and cancel the quantity quoted.

Please submit your sealed quotation either by direct hand delivery to Director or deposit in tender box kept in the office of Accountant (Supplies). Quotations shall be prepared in the annexed format and Quotations not complying the same will be rejected.

Thanking you,

Yours faithfully,

  
Director  
MedicalSuppliesDivision

**Dr. B.A.O. WIJEWICKRAMA**  
Deputy Director  
Medical Supplies Division  
Rev. Baddegama Wimalawansa Thero Mw.  
Colombo 10

Quotation No: MSD/SB09/27/2023

**QUOTATION FOR SUPPLY OF GENERAL ITEMS**

**CLOSING ON 14.09.2023 at 2.00 pm**

TO: Director,  
Medical Supplies Division

Description	Minimum Pack Size (If differ from the spec.)	Name of manufacture	Quantity		Batch no.	Date of Manufacture	Unit Price without VAT		Unit Price With Vat		Total Amount with VAT		Delivery Schedule
			Required	Offered Quantity with pack size			Rs.	cts	Rs.	cts	Rs	cts	
Purified Water USP or Highly Purified Water BP			30,000 liters										From 2023 November 5000 Liters Supplied must be Every Month

In the event of failing to supply the item within the delivery schedule offered by you, a penalty for the lapsed period will be deducted from your payment as liquidated damage

**Condition of Supply's**

1. Formal acceptance of consignment is subject to post delivery random testing of the consignment at Industrial Technology Institute (ITI). Supplier should make payments for sampling (to be drawn from MSD stores) and testing the consignment at the ITI Immediately after delivery of goods at MSD (for use in preparation of medicinal products in 20 - 200 Lit plastic containers.)
2. Should be supplied in original packs of manufacture, with properly sealed lids and labeled with all product information like, manufacture Name, Date of manufacture, expiry and Batch No, etc.
3. **Bidding Condition:** Offers submitted without copy of company registration certificate, Analysis Report of ITI or Certificate of Analysis (COA) for a shipment & one samples of 01 Lit capacity, labeled with batch No, date of expiry, date of manufacture will be rejected. (However the Procurement Committee reserves the right to take final decision)

Date: .....

Company Name: .....

Address : .....

Vat Registration No .....

Signature: .....

Tel. Phone No.: .....

Fax No.: .....