



மாவட்டச் செயலகம் - யாழ்ப்பாணம்
දිස්ත්‍රික් ලේකම් කාර්යාලය - යාපනය
DISTRICT SECRETARIAT - JAFFNA

எனது இல. }
 මගේ අංකය }
 My No. }

JK/PROC/Covid/09/03/2021

உமது இல. }
 ඔබේ අංකය }
 Your No. }

திகதி }
 දිනය }
 Date }

19.04.2021

Calling Quotation for Face Mask

Quotations are called for **Face Mask** by Department Procurement Committee of District Secretariat, Jaffna.

In this regard, Sealed Quotations shall be sent by registered post addressed to the “**Chairman, Department Procurement Committee, District Secretariat Jaffna**” or Deposit in the Tender Box available at the Procurement Unit (Room No – 42), District secretariat, Jaffna at or before 2.30 p.m on 03.05.2021. At the Top left hand corner of the envelope, it should be marked as “**Quotation for Face Mask**”. Quotations will be opened at 2.30 p.m on the same day in presence of the bidders or bidders’ representatives who choose to attend and also late bid will be rejected.

Further to the ITV (Instructions to Vendors) of NPA/SBD/GOODS/01, the following Additional instruction should be considered.

Instruction

- The quotation shall comprise the following documents
 - Price schedules
 - Specifications
- These forms must be completed without any alterations to its format, and substitutes shall not be accepted. All blank spaces shall be filled in with the information requested.
- You must submit the quotations for **face mask** that should be according to the specifications in the bid document.
- 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.
- All columns must be priced separately in the price schedules including discount and Excluding VAT.
- When you submit the quotations, price should be mentioned including all other taxes and expenses without VAT.
- The applicable VAT shall be indicated separately. If you are a VAT holder, you should indicate the VAT Registration Number.

மாவட்டச் செயலாளர் }
 දිස්ත්‍රික් ලේකම් }
 District Secretary }

021 222 2235

அலுவலகம் }
 කාර්යාලය }
 Office }

021 222 2233
 021 222 2234

தொலைநகல் இல. }
 තැන්පත් අංක }
 Fax No }

021 222 2355

மின்னஞ்சல் }
 විද්‍යුත් තැපෑල }
 Email }

gajaffna@sltnet.lk

- Quotations shall remain valid for the period of 03.05.2021 to 02.08.2021 from the quotation submission deadline date.
- The Bidder should not change the quoted prices within the validity period.
- Face Mask should be supplied within 01 Day of receiving the purchase order. (i.e. Delivery period shall be one day (01 day)).
- If your business address is changed it should be immediately informed to us.
- Interested suppliers may obtain further information or any clarification from the Procurement unit (Room No – 42), District secretariat, Jaffna from 19.04.2021 from 9.00 a.m to 3.00 pm. Contact number are: Phone 021 221 4633 or 021 222 2233, 021 222 2234 (Ext. – 140), Facsimile: 021 222 4633
- Procurement Committee has all rights to accept or reject quotation.

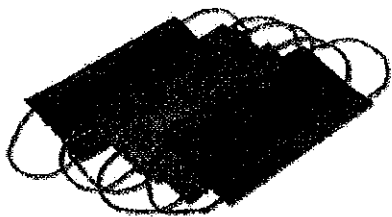


V.Subashan,
Accountant (Procurement)
For District Secretary,
District Secretariat, Jaffna

V.Subasan,
Accountant (Procurement),
For Government Agent / District Secretary,
District Secretariat,
Jaffna

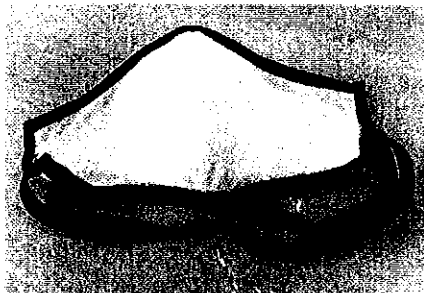
Specifications

1. Surgical Face Mask – Item No 01 - I



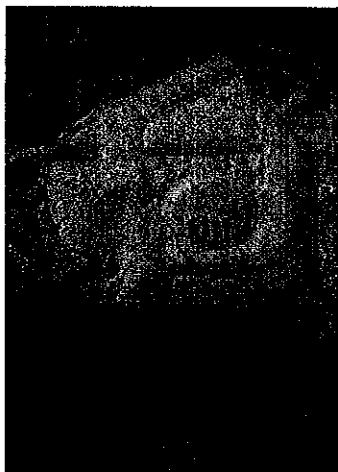
Material	Non-Woven Polypropylene
Color	Any One
Size	18cm and 21cm Length (Adult Size)
Type	3-Ply

2. Mask with cord – Item No 01 - II



Sizes: Free size (Adult size)
Outer Most Material: Pique 180gsm poly cotton
Dust Filter: nonwoven particular filter
Inner Most Material: Cotton fabric
Piping Material: Spun polyester (Any colour)

3. N95 Mask – Item No 01 - III



Usage/Application - Pharma Industry
Number of Layers - 5
Disposability – Reusable
Material - Non-Woven
Type – Respiratory
Categories – with Valve
Color – White
Size – All
Mask Securing Method - Ear loop

Price Schedule

S. No	Item	Item No	Description	Size	Qty	Unit Price (Rs.) (Without VAT)	Available stock of Bidders	Bidder's offered Delivery date	If VAT applicable Yes/ No
01	Face Mask				01 No				
		01 - I	Surgical Face Mask – 3Ply	Adult Size	01 Box (With 20Masks)				
					01 Box (With 50Masks)				
		01 - II	Mask with cord	Adult Size	01 No				
		01 - III	N95 Mask	Adult Size	01 No				

Note: Quantity mentioned as 01 No/01 Box is to mark unit price. During the purchase time, items will be purchased whole purchase basis up to 02.08.2021

If VAT Applicable, Vat Registration No:

.....
Signature of Bidder

.....
Date