



# Procurement of Goods

Under

Direct Contracting

Invitation of Bids

For

**Procurement of**

**Purchase of Security Stamps Perforating Tools**

Contract No: SI 2025/18

Department of Government Printing

No. 118, Dr. Danister De Silva Mawatha, Colombo 08.

NPA/SBD/GOODS/02

## SECTION I

### General Conditions of Bid / Quotation for the Security Stamps Perforating Tools

Bid / Quotation are hereby invited by the Chairman of the Procurement Committee from registered manufacturers or their accredited agents in Sri Lanka for the supply of Security Stamps Perforating Tools by the manufacture through agent.

No	Item	Type
01	30mm x 30mm Perforating Combs with Crosses – 15 Stamps in a Row	Security Normal Bar
02	30mm x 30mm Souvenir - Perforating Combs with Crosses – 04 Stamps in a Row	Souvenir
03	40mm x 40mm Perforating Combs with Crosses – 10 Stamps in a Row	Security Normal Bar
04	40mm x 40mm Perforating Combs with Crosses – 03 Stamps in a Row	Souvenir
05	20mm x 25mm Perforating Combs with ELYPSES and Crosses – 21 Stamps in a Row	Security Normal Bar
06	30mm x 41mm Perforating Combs with Crosses – 03 Stamps in a Row	Souvenir
07	30mm Diameter Souvenir Perforating Combs – 01 Stamp in a Row	Souvenir
08	40mm x 40mm Perforating Combs – 10 x 2 (20) Stamps in a Row (40mm x 40mm x 56.57mm) x 2	Normal Perforating Bar
09	40mm two stamps souvenir perforating combs – 02 Stamps in a Row - (40mm x 40mm x 56.57mm) x 2	Souvenir

#### **02. FORM OF BID / QUOTATION**

- a) Bid/Quotation must be fully submitted with duplicate on forms which may be obtained from Government Printer, Department of Government Printing, 118, Dr. Danister de Silva Mawatha, Colombo 08, Sri Lanka.
- I. **All Bid/Quotation should be sealed and marked “BID / QUOTATION FOR THE SUPPLY OF Security Stamps Perforating Tools**
- II. On top left hand corner of the envelope and sent through the post under registered cover, so as to reach the Chairman, Department Procurement Committee, Department of Government Printing, 118, Dr. Danister de Silva Mawatha, Colombo 08, Sri Lanka. Democratic Socialist Republic of Sri Lanka not later than **2.00 p.m. On 10.03.2026** If the Supplier / Principal or their accredited agents in the Democratic Socialist Republic of Sri Lanka do not choose to send their bid/quotation under registered cover, they or their agents shall deposit sealed bid/quotation marked as aforesaid in the Department of Government Printing Tender Box not later than **2.00 p.m. on 10.03.2026** Proof of posting would not be accepted as a valid reason for the later receipt of bid later than the stipulate time frame.

## **02. BUSINESS ADDRESS**

Bidders should state in their bid/quotation the address to which orders, notices and correspondence, relating to the bid/quotation and agreements should to be sent, any change of address should be notified to the Government Printer, Department of Government Printing, 118, Dr. Danister de Silva Mawatha, Colombo 08, Sri Lanka immediately which will be acknowledged by the Chairman, Procurement Committee

## **03. TIME OF OPENING OF BID/QUOTATION**

Bid/quotation will be opened immediately after the closing of the bid/quotation at the Department of Government Printing, 118, Dr. Danister de Silva Mawatha, Colombo 08, and Democratic Socialist Republic of Sri Lanka

## **04. PERIOD OF BID VALIDITY**

Prices offered by all bidders shall hold good for acceptance for a minimum period of 91 days from the date of closing of bid/quotation.

## **05. OFFERS**

(a) The Bidders should quote their CIF Colombo price indicating FOB freight and Insurance rates separately. The freight invoice should be the actual freight paid indicated in the Bill of Lading or the Freight Receipt / AWB issued by the Shipping Company, however, the freight paid against the shipping documents will be the actual freight paid or quoted whichever is lower.

(b) All quotations must be in words and figures and changes, erasures alternations or amendments should be authenticated by placing the bidder's full signature. In the event of any discrepancy between words and figures, the amount given in words shall prevail.

(c) The offers shall be in the currency of the country of the bidder, or in US Dollars/ Pounds Sterling / Euros / Japanese Yen or any internationally accepted currency.

(d) Bidders should state separately the commission / charges which will be paid to the local agent in Sri Lankan Rupees on completion of the contract. Local Agent's commission will not be included in the Letter of Credit

## **06. MODE OF PAYMENT**

Payment will be made by the Department of Government Printing by irrevocable Letter of Credit at sight. Transfer of Credit will not be allowed and third party Bill of Lading will not be accepted. Whether Letter of Credit is to be established on FOB, CFR, CIF will be decided by the Procurement Committee subsequently. Bidders should state separately the commission/charges, which will be paid to the local agent in Sri Lanka rupees on completion of the contract at the rate of exchange prevailing at the time of negotiation of the Letter of Credit. Local Agent's commission will not be included in the Letter of Credit. Adding confirmation to Letter of Credit will be at seller's expense. Such Letter of Credit will provide for payment against the following documents.

(a) Freight prepaid/Freight payable at destination clean on board Marine. Bill of Lading, Showing destination as Colombo,

(b) Manually signed commercial invoices in quadruplicate showing cost and freight

Separately. (The HS classification and FOB cost of each item should be indicated on the invoices.)

- (c) Certificate from manufacturers stating that the items shipped/ Air freighted were Manufactured by them.
- (d) Packing list in duplicate indicating Gross weight, Net weight and dimension of each Package.
- (e) Certificate from the supplier that he had couriered directly to the department Non -negotiable within 03 days from the date of Bill of Lading.

#### **07. DETAILS OF DOCUMENTS TO BE SUBMITTED WITH OFFER**

Full details of the offer, including complete specifications inclusive of relevant literature should be submitted separately for the item bid/quoted. Where the necessary literature and manufacturer's specifications are not sent, the Procurement Committee reserves the right to consider same as an incomplete offer and reject it. In addition to completing the bid form, the following should be furnished in respect of each offer.

- (a) List of factories, where the materials manufactured and sold by the bidders are used.
- (b) Packing particulars.
- (c) All the information in respect of specifications contained in schedules filled and signed by the bidders.
- (d) All bid/quotation are requested to perfect and return their tender documents in duplicate completely intact. They should make special note to furnish all details called for in all schedules.

#### **08. RIGHTS OF THE PROCUREMENT COMMITTEE.**

- (a) The Procurement Committee does not bind itself to accept the lowest or any Bid/quotation or any part of a bid/quotation.
- (b) The Department is not responsible to pay for expenses or losses which may be incurred by any bidder in the preparation of his bid/quotation or otherwise howsoever.

#### **09. TERMS**

- (a) Conditions of sales (If any) and terms of payment should be clearly stated in the bid.
- (b) Department will open Letter of Credit directly with Bidder.
- (c). Documents under the Letter of Credit should be negotiated by the supplier within 21 days of the date of Bill of Lading

#### **10. BID BOND**

All Bid/quotations should be accompanied by a Bid Bond to the value equivalent to Rupees **Rs.1,200,000.00 (Bid Valid up to 07.07.2026)** This Bid Bond may be offered in one of the following alternative forms.

- (a) A cash deposit /Bank Guarantee to the Government Printer, Department of Government Printing, Colombo 08, Sri Lanka.
- (b) An acceptable Bank Guarantee confirmed by a Bank operating in Sri Lanka payable to the Government Printer, Department of Government Printing, Colombo 08, Sri Lanka.

The validity of any of the above Guarantee will be at least 119 days from the date of opening of bid/quotations (10.03.2026). If no Bid Bond is submitted the offer will not be considered.

Bid Bond is to be drawn in favor of Government Printer, Department of Government Printing, 118, Dr. Danister de Silva Mawatha, Colombo 08, Sri Lanka.

**Not Considered Alternative options with in one bid .There for bidders are advised to quote different options as separate bid. Bid security issued by insurance company is not accepted.**

#### **11. SHIPMENT / AIRWAY**

Shipment of the connected materials to the Department of Government Printing, 118, Dr. Danister de Silva Mawatha, Colombo 08, Sri Lanka will have to be effected as follows: -

(Immediately after the consignments are shipped, the supplier shall forward to the Department of Government Printing, 118, Dr. Danister De Silva Mawatha, Colombo 08, Sri Lanka fax stating the name of the vessel and the quantity shipped or the Flight details.)

#### **12. SUITABLE PACKING**

The Supplier shall pack the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the Contract

#### **13. DELAYS IN DELIVERY**

- a) Where a successful bidder does not dispatch the materials in due time to arrive in Colombo, in accordance with the stipulated date of delivery, such successful bidder shall, if so required by the department, be bound to supply such quantities of the materials (as may be required to carry on production uninterrupted by) at his own expense by making any other suitable arrangements in order that the material will reach Colombo in due time, to enable the department to carry on its production programmer uninterruptedly. Should the supplier fail to arrange for supplier in the manner aforesaid, the department will have the right to make other alternative arrangements and to claim from the supplier any additional expense, losses or damaged incurred thereby by the Department.
- b) Bidder shall forthwith give notice in writing to the Department, explaining the cause of the delay. Not with standing any such notice or failure to fulfill the terms of his contract within the time specified, the successful bidder.(Without prejudice to any other liabilities incurred by him under the contract),be liable to pay the sum equivalent to 0.1% total value of the Contract to the Department, per each day for which the delivery is delayed, up to a maximum of 10% of the total value of the Contract.

#### **14. PERFORMANCE BOND**

The Bidder must be prepared to furnish a Performance Bond supported by a guarantee in favor of the Government Printer from an approved bank operating in Sri Lanka up to minimum of 10% of the value (CIF) of the supply, on being so required by the Procurement Committee or Government Printer, Department of Government Printing, 118, Dr. Danister de Silva Mawatha,

Colombo 08, Sri Lanka, to the effect that deliveries will be effected as per delivery schedule in the offer or as agreed upon with the department and should be valid up to twenty eight date from the date of final shipment on

Being so required by the Procurement Committee or the Government Printer, Department of Government Printing, 118, Dr Danister De Silva Mawatha, Colombo 08, Sri Lanka.

## **15. DEFAULTS BY SUCCESSFUL TENDERERS**

(a) If for any reason in the opinion of the Procurement Committee successful bidder becomes incapable or unable to supply the materials offered in his tender/quotation, the department shall have the right to obtain such materials from other sources and the defaulter is liable to pay to the department all losses, damages and expenses incurred by the department in consequence of such default or breach.

(b) If a successful bidder defaults in the supply or otherwise commits a breach of the contract or any part thereof, he shall be liable to pay to the department all losses, damages and expenses incurred by the department all losses, damages and expenses in consequence of such default or breach

## **16. NAMES AND ADDRESSES OF PRINCIPALS**

In case of bids forwarded by the Local Agents, their principal's name and address and also the cable address shall be given. The department reserves the right to reject bid/quotation, which do not furnish this information.

## **17. FOREIGN PRINCIPALS**

Direct offers made by Foreign Principals should indicate the name and address of the Local Agent, if any, and be accompanied by duly executed Power of Attorney Authorizing such Local Agents to act on behalf of the Foreign Principal.

## **18. LOCAL AGENTS**

(a) No bid/quotation from accredited agents on behalf of manufacturing principals will be considered unless the principal's agent holds a Power of Attorney from the manufacturing principals empowering him or them to bid/quotation on their behalf and enters into a valid contract on behalf of the manufacturing principals to fulfill all the terms and conditions of the said supply.

(b) Local agents should declare -

(i) In respect of private companies the name of the current directors and share holders  
And

(ii) In respect of public companies the name of current directors

(c) The principals should disclose the name and address of their local and foreign Agents, If any and state commission payable locally in Sri Lankan Rupees.

## **19. LAW OF THE DEMOCRATIC SOCIALIST REPUBLIC OF SRI LANKA**

The bid/quotation and any contract resulting therefore shall be governed by and construct according to the law of the Democratic Socialist Republic of Sri Lanka.

## 20. FORMATS

### 01. Format for Bid Guarantee

.....  
[Insert issuing agency's name and address of issuing branch or office]

**Beneficiary:** Department of Government Printing, No.118 Dr. Danister De Silva Mawatha,  
Colombo - 08.

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

Bid Guarantee No. : .....  
[Insert (by issuing agency) number]

We have been informed that .....  
[insert (by issuing agency) name of the Bidder; if a joint venture, list complete legal names of partners]

(Hereinafter called "the Bidder") has submitted to you its bid dated .....

[insert (by issuing agency) date]

(Hereinafter called "the Bid") for the supply of .....

.....  
[insert name of Supplier]

Under Invitation for Bids No. .... ("the IBK"). Furthermore, we  
[Insert IFB number].

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 Purchaser 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) our receipt of a copy of your notification to the Bidder that the Bidder was unsuccessful, 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)]

**02. Format for Manufacturer’s Authorization**

*[This letter of authorization should be on the letterhead of the Manufacturer and should be signed by a person with the proper authority to sign documents that are binding on the Manufacturer. The Bidder shall include it in its bid, if so indicated in the BDS.]*

Date:.....  
*[Insert date (as day, month and year) of Bid Submission]*

No.: .....  
*[Insert number of bidding process]*

**To:**

.....  
.....  
.....

**WHEREAS**

We ....., who are  
*[Insert complete name of Manufacturer],*

Official manufacturers of .....having factories at .....  
*[insert type of goods manufactured]*

.....do hereby authorize  
*Insert full address of Manufacturer’s factories]*

.....to submit a bid the  
*[insert complete name of Bidder]*

Purpose of which is to provide the following Goods, manufactured by us.....

.....and to subsequently negotiate and  
*[insert name and or brief description of the Goods]*  
sign the contract.

We hereby extend our full guarantee and warranty in accordance with Clause 27 of the Conditions of Contract, 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 ..... **2026**  
*[insert date of signing]*

**03. Contract Forms**

**01. Format for Contract Agreement**

THIS CONTRACT AGREEMENT is made

The..... day of: ..... **2026**

*[Insert: number] [Insert: month], [insert: year]*

BETWEEN

(1) .....  
.....  
.....

*[Here in after called "the Purchaser"], and*

(2) .....a

*[Insert name of Supplier],*

Corporation incorporated under the laws of ..... and

*[Insert: country of Supplier]*

Having its principal place of business at.....

*[Insert: address of Supplier]*

(Hereinafter called "The Supplier")

WHEREAS the Purchaser invited bids for .....

.....

*[Insert brief description of Goods and Services]*

And has accepted a Bid by the Supplier for the supply of those Goods and Services in the sum of

.....

*[Insert Contract Price in words and figures, expressed in the Contract currency (lies)]*

(Hereinafter called "The Supplier")

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall constitute the Contract between the Purchaser and the Supplier, and each shall be read and construed as an integral part of the Contract:
  - a) This Contract Agreement
  - b) Contract Data
  - c) Conditions of Contract
  - d) Technical Requirements (including Schedule of Requirements and Technical Specifications)
  - e) The Supplier's Bid and original Price Schedules
  - f) The Purchaser's Notification of Award
  - g) [Add here any other document(s)]
3. This Contract shall prevail over all other Contract documents. In the event of any discrepancy or inconsistency within the Contract documents, then the documents shall prevail in the order listed above.

4. In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Purchaser to provide the Goods and Services and to remedy defects therein in conformity in all respects with the provisions of the Contract.
5. The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the Goods and Services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of *Democratic Socialist Republic of Sri Lanka* on the day, month and year indicated above.

For an on behalf of the Purchaser

Signed:..... in the capacity of

[Insert signature]

**Government Printer, Department of Government Printing, No. 118, Dr. Danister De Silva Mawatha, Colombo 08.**

In the presence of.....

[Insert identification of official witness]

For and on behalf of the Supplier

Signed:..... in the capacity of

[Insert signature of authorized representative(s) of the Supplier]

..... in the presence of

[Insert title or other appropriate designation]

.....

[Insert identification of official witness]

**04. Performance Security**

*[The issuing agency, as requested by the successful Bidder, shall fill in this form in accordance with the instruction indicated]*

.....  
.....

*[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 Supplier]*

(Hereinafter called “the supplier”) has entered into Contract

No..... dated ..... with you, for the .....

*[Reference number of the contract]*

..... Supply of .....

*[Name of contract and brief description]*

..... (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 Supplier, we the .....

*[Name of Agency]*

Hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount

Of..... such sum

*[Amount in figures]]*

*[Amount in words],*

being payable and proportions of currencies in which the Contract Price is payable, 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 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 scheduled completion date including the warranty period]*

and any demand for payment under it must be received by us at this office on or before that date.

.....  
[Signature(s)]

**24. ACQUAINTANCE OF CONDITIONS OF BID**

Bidders must fully acquaint themselves with the conditions of the bid/quotation.  
No plea of insufficient information will be entertained at any time.

**25. OTHER INFORMATION**

Any other information required by the bidders can be ascertained upon application to the Government Printer, Department of Government Printing, 118, Dr. Danister de Silva Mawatha, Colombo 08.

**26. FULFILMENT OF CONDITIONS OF BID**

The all schedules shall be completed in full and duly signed in the appropriate place provided.

**27. ARBITRATION**

All disputes arising out of contract agreement will be dealt with in accordance with the provisions of Arbitration Act. No. 11 of 1995.

Chairman,  
Procurement Committee

Government Printer.  
Department of Government Printing  
118, Dr. Danister de Silva Mawatha,  
Colombo 08, Sri Lanka.

-----  
I/We hereby agree to abide by the above conditions.

Date:.....

.....  
Signature and Seal of Bidder or his Local Agent

## SECTION II

### BID SUBMISSION FOR Purchase of Security Stamps Perforating Tools

#### Description and Technical Specification

No	Item	Length	Type	Bidder's offer
01	30mm x 30mm Perforating Combs with Crosses – 15 Stamps in a Row	760mm	Security Normal Bar	
02	30mm x 30mm Souvenir - Perforating Combs with Crosses – 04 Stamps in a Row	760mm	Souvenir	
03	40mm x 40mm Perforating Combs with Crosses – 10 Stamps in a Row	760mm	Security Normal Bar	
04	40mm x 40mm Perforating Combs with Crosses – 03 Stamps in a Row	760mm	Souvenir	
05	20mm x 25mm Perforating Combs with ELYPSES and Crosses – 21 Stamps in a Row	760mm	Security Normal Bar	
06	30mm x 41mm Perforating Combs with Crosses – 03 Stamps in a Row	760mm	Souvenir	
07	30mm Diameter Souvenir Perforating Combs – 01 Stamp in a Row	760mm	Souvenir	
08	40mm x 40mm Perforating Combs – 10 x 2 (20) Stamps in a Row (40mm x 40mm x 56.57mm) x 2	760mm	Normal Perforating Bar	
09	40mm two stamps souvenir perforating combs – 02 Stamps in a Row -(40mm x 40mm x 56.57mm) x 2	760mm	Souvenir	

**1.1. Name & Address of Bidder .....**

**a.) Tel / Fax :.....**

**1.2 Name & Address of Local Agent: .....**

.....

**1.3 Name & Address of Manufacturer:.....**

.....

**1.4 Description of Items Offered: .....**

## **1.5 Description – Security Stamps Perforating Tools**

	<b>FOB</b>	<b>CIF</b>	<b>C &amp; F</b>
<b>Item 01</b> 30mm x 30mm Perforating Combs with Crosses – 15 Stamps in a Row Length 760mm			
<b>Item 02</b> 30mm x 30mm Souvenir - Perforating Combs with Crosses – 04 Stamps in a Row Length 760mm			
<b>Item 03</b> 40mm x 40mm Perforating Combs with Crosses – 10 Stamps in a Row Length 760mm			
<b>Item 04</b> 40mm x 40mm Perforating Combs with Crosses – 03 Stamps in a Row Length 760mm			
<b>Item 05</b> 20mm x 25mm Perforating Combs with ELYPSES and Crosses – 21 Stamps in a Row Length 760mm			
<b>Item 06</b> 30mm x 41mm Perforating Combs with Crosses – 03 Stamps in a Row Length 760mm			
<b>Item 07</b> 30mm Diameter Souvenir Perforating Combs – 01 Stamp in a Row Length 760mm			
<b>Item 08</b> 40mm x 40mm Perforating Combs – 10 x 2 (20) Stamps in a Row (40mm x 40mm x 56.57mm) x 2 Length 760mm			
<b>Item 09</b> 40mm two stamps souvenir perforating combs – 02 Stamps in a Row -(40mm x 40mm x 56.57mm) x 2 Length 760mm			
<b>*Other chargers</b>			
<b>Total</b>			

**\*All Charges to deliver the goods to our store (Shipping, Clearing, Transport and others)**

(State whether Local Agents Commission is included in the FOB or CIF value. If no specific mention is made the quoted price would be treated as the price inclusive of Local Agent's Commission)

**1.6 Quantity Offered:** .....

**1.7 Actual Port of Shipment :** .....

**1.8 Country of Origin:**.....

Lot No.	Quantity	Delivery requirement	Bidder's Offer
1 <sup>st</sup> Lot	Security Stamps Perforating Tools	Within <b>6-12 weeks</b> of workable letter of credit	

**1.10 Full Description of Packing Offered :** .....

**1.11 Name & Address of Bankers:** .....

.....  
 .....

**1.12 a). Details of Supplies made to Government Institutions in Sri Lanka :**

.....  
**b). Detail of Supplies made other than Sri Lanka, if :**

.....

**1.13 Measurement of Total Consignment with packing :** .....

**1.14 Weight of Total Consignment with packing :** .....

I/we undersigned having read the tender documents dated ...../...../ **2026** Hereby undertake to supply materials in accordance with conditions and specifications required by the Department of Government Printing, No.118, Dr Danister de Silva Mawatha, Colombo 08, Sri Lanka.

I/we confirm that offer shall be open for acceptance till **10.03.2026** and that same shall not be withdrawn or revoked prior to the said date.

I/we understand that the Department of Government Printing, No 118 , Dr.Danister de Silva Mawatha, Colombo 08 , Sri Lanka is not bound to accept the lowest or any other tender they may receive.

**I / We hereby undertake to supply the above item in accordance with the condition stipulated here in.**

.....  
**Signature of Bidder or his Local Agent** .....  
 ( Place the Company Seal)

Name : .....

Capacity : .....

Contact email: .....

Contact Tel. No : ..... Fax No.: .....

Date: .....