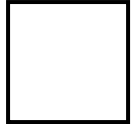




Tender Application

ORIGINAL



Colombo Municipal Council - Municipal Treasurer's Department Tender for Sale of Motor Car (GR- 4250–Peugeot) Removed from Use

For official use

Applicant's Name:

Address :

.....

Phone Number:

Application Fee and Receipt Number: Date:

Tender deposit Fee and Receipt Number: Date:

Issuing Officer.....

.....

Accountant/CMSO

Having read the tender documents for the purchase of vehicles / scrap items removed from use by the Municipal Council of Colombo, I,.....
[Full Name],.....[National ID Card Number], residing at..... [Address], hereby submit this tender to purchase of vehicles / scrap items removed from use by the Municipal Council of Colombo at the tender amounts specified on page 02 by me, in accordance with the issued conditions.

Total Tender Value (In letters)

1. **I hereby declare that this tender is submitted by me on my own behalf and not in the capacity of a nominee or agent of another.**

2. **I have read and understood the conditions and instructions of the tender from page no. 05 to 07, and I have expressed my willingness to be fully bound by these conditions.**

3. **I am aware that the final decision regarding this tender matter rests with the Colombo Municipal Council and I agree to that.**

4. **I certify that all information given by me with this tender are true and correct and I am fully aware that any incorrect or incomplete information furnished by me will render my tender liable to be rejected.**

Signature of Tenderer.....

Date

Evidence

Name Name.....

.....

Address Address.....

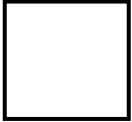
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Tender Application

DUPLICATE



Colombo Municipal Council - Municipal Treasurer's Department

'Tender for Sale of Motor Car (GR- 4250–Peugeot) Removed from Use

For official use

Applicant's Name:

Address :

.....

Phone Number :

Application Fee and Receipt Number : Date :

Tender deposit Fee and Receipt Number : Date :

Issuing Officer.....

.....

Accountant/CMSO

Having read the tender documents for the purchase of vehicles / scrap items removed from use by the Municipal Council of Colombo, I ,.....
[Full Name],.....[National ID Card Number], residing at..... [Address], hereby submit this tender to purchase of vehicles / scrap items removed from use by the Municipal Council of Colombo at the tender amounts specified on page 02 by me, in accordance with the issued conditions.

Total Tender Value (In letters)

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- 1. I hereby declare that this tender is submitted by me on my own behalf and not in the capacity of a nominee or agent of another.**
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- 4. I certify that all information given by me with this tender are true and correct and I am fully aware that any incorrect or incomplete information furnished by me will render my tender liable to be rejected**

Signature of Tenderer

Date

Evidence

Name

Name.....

.....

.....

Address

Address.....

.....

.....

.....

.....

Municipal Treasurer's Department

Tender Conditions and Regulations for the Sale of Motor Car (GR- 4250 - Peugeot) Removed from Use by the Colombo Municipal Council

Instructions for filling application

1. The prescribed application form issued by the Municipal Treasurer's Department or downloaded from the official website must be used for the submission of tenders.
2. Tenderers must compulsorily submit their full name and current address as shown on their National Identity Card, and an active telephone number.
3. The minimum tender amount for the vehicle is Rs.2,400,000.00 and the Deposit amount is Rs.240,000.00. Deposits for item intended for tender submission should be paid to the Revenue Division of the Municipal Treasurer's Department before 3:30 pm on 21.05.2025 and **it is essential to have the relevant application stamped as a valid application thereafter; applications not validated in this manner will be rejected.**
4. The prescribed application should only be completed using a black or blue carbon pen. If correction has to be done the word should be crossed out with a single line and short signature should be placed there. Please refrain from using pencils and correction fluid (Tippex) for any reason.
5. The tender amount should be mentioned **both in numbers and letters** in the form. If there is any discrepancy between the numbers and letters, **the amount mentioned in letters** will be accepted as the tender amount.
6. Each tender should be completed and signed by the tenderer personally.
7. **Original copy and Duplicate copy** of each tender application should be placed in separate envelopes. After that those two envelopes should be placed in one envelope, and sent to **the Municipal Commissioner, Colombo Municipal Council, Town hall, Colombo 07** by registered post or can be placed in tender box at the Municipal Secretariat Department.
8. The phrase '**Tender for Sale of Motor Car (GR- 4250–Peugeot) Removed from Use – 2025**' must be clearly mentioned on the upper left corner of the envelope. The tenderer's name and address should also be clearly mentioned on each envelope.
9. **The following documents should be submitted along with the application.**
 1. Original receipt of tender deposit
 2. Original receipt of tender application fee
 3. A document to confirm the tenderer's address. (Bank Statement, bills etc)
 4. A photocopy of the National Identity Card.

Vehicle Schedule – Motor Car (GR- 4250–Peugeot)

| Reg No. | Make | Type | Upset Price | Location | Tender Deposit |
|---------|---------|------|--------------|----------|----------------|
| GR-4250 | Peugeot | Car | 2.400,000.00 | WorkShop | 240,000.00 |

Tender opening

1. Duly perfected applications consisting of sealed original and duplicate should be deposited in the tender box placed at the Municipal Secretary's Department, Town hall Premises, Colombo 07 before 10:00 a.m. on 22.05.2025.
2. Acceptance of tender application will be closed at 10:00 a.m. on 22.05.2025 and will be opened immediately thereafter at the Municipal Secretary's Department. Tenderers or their authorized representatives are permitted to be present at the opening of tenders.
3. In case the scheduled tender opening day is declared a public holiday due to unavoidable circumstances, the opening will be rescheduled to 10:00 a.m. on the following working day.
4. Further details regarding this may be obtained from the Deputy Municipal Treasurer (Revenue) or Accountant (Revenue) at the Municipal Treasurer's Department, Colombo Municipal Council – Colombo 07 (Tel. 011-2692465 / 011-2699244)

Evaluation of tenders

1. Vehicle inspection can be conducted during working days from 30.04.2025 onwards, from 9:00 am to 3:00 pm, at the location mentioned in the schedule.
2. Tenders will be evaluated based on the highest bid received, which must exceed the departmental value.
3. The tenderer must clearly specify the item numbers and descriptions. The council will not be liable for any issues arising from changes in item numbers and descriptions, and such tenders will be rejected.
4. Incomplete applications or applications that do not include the required documents will be rejected.
5. For each tender, the tender deposit specified alongside each vehicle number in the schedule attached to the application must be paid in cash, and the original receipt pertaining to that payment must be attached. **Any breach in this regard may result in the rejection of the tender.**
6. The applications of persons who have violated the tender conditions of the Colombo Municipal Council previously in this regard will be rejected. And any tender submitted in violating tender conditions will also be rejected.

7. The council is not obligated to provide reasons for rejecting any tender if it is determined that the tender was not submitted with bona fide intention, nor to provide reasons for revisions and revocations made due to urgent circumstances or government regulations.

5. **Award of tender**

1. Whether the submitted tender is successful or unsuccessful will be notified in writing.
2. The full value of accepted tender must be paid in cash to the Municipal Treasurer's Department within 14 days upon receiving the notice of tender acceptance.
3. In the event of equivalent successful bids for the item, the successful tenderer will be selected by a coin toss conducted in the presence of the Municipal Treasurer.
4. All items must be removed within 3 working days of payment. The Council will not be liable for such items thereafter.
5. Deposits from successful tenderers who do not release the item after paying the tender amount will not be refunded, and tender will be disposed of at the discretion of the Municipal Commissioner.
6. **The Colombo Municipal Council has the final decision to accept or reject any tender** and all matters are bound to it.
7. All persons who have submitted their valid tenders in strict compliance with the requirements of this notice, but have not accepted their tenders before the end of tender acceptance are entitled to get back the deposit given for the tender.
8. To reclaim this deposit amount, a request should be submitted within six months following the opening of the tender. All unclaimed deposits within this period will be credited to revenue, and any **subsequent requests for refunds will not be considered.**
9. The following documents should be submitted for refund of this amount.
 1. A letter requesting refund of the deposit.
 2. A copy of the deposit payment receipt.
 3. Photo Copy of National Identity Card.
 4. A copy of a pass book or a copy of a bank statement containing the tenderer's bank details.

Municipal Commissioner

Colombo Municipal Council