



Sri Lanka State Trading (General) Corporation Ltd



No:100, Nawam Mawatha, Colombo 02.

INVITATION FOR BIDS

PROCUREMENT OF 80GSM A4 SIZE PHOTOCOPY PAPERS (INTERNATIONAL COMPETITIVE BIDDING)

Tender Number: STC/PRO/2025/01

Sri Lanka State Trading (General) Corporation Limited, which is a fully Government owned self-financed Corporation operated under Ministry Of Trade, Commerce, Food Security, Corporative Development, Development invites sealed bids from eligible and qualified bidders for the supply and delivery of 80GSM A4 size photocopy papers from International suppliers and their authorized agents to Sri Lanka State Trading (General) Corporation

1. Interested eligible bidders may inspect and download the Bidding Documents from the website <http://stc.lk/tenders> If further information is required can be obtained from The Manager Procurement, State Trading (General) Corporation Ltd, No. 100, Nawam Mawatha, Colombo 02, Sri Lanka on working days from 9.00 am to 4.00 pm. Telephone +94 11 2432679/ +94112445838/ +94776395944 Fax +94 11 2447970 email dhanushka@stc.lk

2. Bidding will be conducted under the International Competitive Bidding Process. The Bid will be as follows:

Quantity of Photocopy Papers	Delivery Period	Bid Validity	Bid Bond
10 FCLs (20 Feet) Minimum Three months requirement	As per given Delivery Schedule	From 27/02/2025 up to 03/04/2025	1% of Bid Value in USD (up to 09/04/2025)

3. Qualification requirements of bidders include;

- Minimum annual average turnover of USD One million or equivalent within last 3 years (i.e. 2022, 2023 and 2024).
- Minimum 5 years of experience in exporting photocopy papers.
- The bidder should have completed at least one export order not less than 250 MT photocopy papers
- The Certificate of Origin issued by the country concerned
- Any other required docs

4. Properly sealed bids along with required certificates in duplicate may be sent through the courier / registered post or hand delivered by agent along with the samples of 3 Nos of packets of quoted variety with the cover marked top left-hand corner of the envelope "Procurement of 80GSM A4 size photocopy papers – STC/PRO/2025/01" on or before 27th February 2025 14.00 p.m Colombo. Late bids shall not be accepted. Bids will be closed soon after above mentioned time and opened immediately in the presence of the Bidders' authorized representatives who chose to attend.

5. All Bids must be accompanied by a Bid Security irrevocable and unconditionally-cashable equal to 1% of Bid value in USD valid up to 09th April 2025

The bid bond to be issued either

- From commercial bank operating in Sri Lanka approved by the Central Bank of Sri Lanka
- or
- From commercial bank based in the country concern backed by commercial bank operating in Sri Lanka and approved by the Central Bank of Sri Lanka

The Bid Bond should be drawn in favor of,

The Chairman
Sri Lanka State Trading (General) Corporation Ltd,
100, NawamMawatha, Colombo 02,
Sri Lanka

6. The bids should accompany receipt for a non refundable tender fee of USD100 paid through online link <http://stc.lk/photocopy> or deposit to below account number

Sri Lanka State Trading (General) Corporation Limited
Account No: 004-1-001-2-0210918
People's Bank Corporate Banking Division, Head Office
Swift Code – PSBKLKX

**The Chairman
Department Procurement Committee,**

Sri Lanka State Trading (General) Corporation Ltd,
100, NawamMawatha, Colombo 02,
Sri Lanka