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**Expressions of Interest obtaining international agency from Foreign Manufactures for**

**Supply Household Electrical Items under Exclusive Distributorship in Sri Lanka**

**To Sri Lanka State Trading (General) Corporation Ltd.**

**STC/PRO/2025/EOI/HHE**

**Sri Lanka State Trading (General) Corporation Ltd**

**No: 100, Nawam Mawatha, Colombo 02. Sri Lanka.**

**Tel: +94 112422341 / +94 112440880**

**Email:** [**lankagen@sltnet.lk**](mailto:lankagen@sltnet.lk)

**Web: www.stc.lk**

**NPA/Goods/SBD 01**

**Expressions of Interest obtaining international agency from**

**Foreign Manufactures for Supply Household Electrical Items**

**under Exclusive Distributorship in Sri Lanka**

**To Sri Lanka State Trading (General) Corporation Ltd.**

**STC/PRO/2025/EOI/HHE**

Sri Lanka State Trading (General) Corporation Limited (STC) , which is a fully Government owned self-financed company ltd operated under The Ministry of Trade, Commerce and Food Security and corporative development, hereby invites sealed Expressions of Interest (EOI) for obtaining international agency from Foreign Manufactures for Supply Household Electrical Items under Exclusive Distributorship in Sri Lanka from foreign manufacturers of reputed brands.

STC expecting to distribute products to end customer through island wide dealers and execute product promotion campaigns to build awareness for brand and products in collaboration with brand principals or manufactures.

|  |  |  |  |
| --- | --- | --- | --- |
| **Expected Range of Products** | | | |
| 1 | Instant water Heaters  (With Pressure Pump) | 11 | Washing Machine - Semi Auto |
| 2 | Rice Cookers | 12 | Washing Machine - Full Auto |
| 3 | Gas Cooker | 13 | Hair Dryers |
| 4 | Electric Kettle | 14 | Blenders |
| 5 | Electric Iron | 15 | Pedestal/Wall/Table Fans |
| 6 | Air Fryers | 16 | Solar Accessories |
| 7 | Microware Oven | 17 | Air Conditioners-Wall Mounted Type |
| 8 | Television | 18 | Air Conditioners-Ceiling Cassette Type |
| 9 | Refrigerators Single door | 19 | Air Conditioners-Floor Standing Type |
| 10 | Refrigerators Double door |  |  |

1. EOI will be opened to Foreign International manufacturers and authorized exporter in the country of origin.
2. Properly sealed EOI documents along with required certificates with attachments in two copies marked “original” & “duplicate” shall be sent by courier or hand delivered and placed in the tender box provided.
3. Envelops shall carry **“obtaining international agency from Foreign Manufactures ” – EOI: STC/PRO/2025/EOI/HHE”**, addressed and sent to below address

The Chairman, Sri Lanka State Trading (General) Corporation ltd,

No 100, Nawam Mawatha, Colombo 02, Sri Lanka.

1. Closing Date 1st of August 2025 10.30AM (Colombo time) – All EOI Acceptances will be informed to the Contact Person Officially.
2. Non-refundable EOI fee of USD 50 can be paid through online link [**https://www.stc.lk/eoihhe**](https://www.stc.lk/eoihhe)

|  |  |
| --- | --- |
| **1. Instructions to Suppliers** | |
| **1.1** | **The Purchaser** :- Sri Lanka State Trading (General) Corporation Limited  (herein called STC) |
| **1.2** | **The name and identification of the EOI**  Expressions of Interest obtaining international agency from Foreign Manufactures for Supply Household Electrical Items under Exclusive Distributorship in Sri Lanka To Sri Lanka State Trading (General) Corporation Ltd.  STC/PRO/2025/EOI/HHE |
| **1.3** | **Mandatory Requirements of the Manufacturer**   1. Only Foreign International Manufactures or their authorized Exporter in the country of origin are allowed 2. Manufacturing Company Registration to be attached 3. It has to be a registered export establishment in the origin country for Manufacturing Household Electrical Appliances 4. Having Experience in exporting Proposing brand to other countries at least 5 years. 5. International Quality Certifications for production Plant ( ISO, etc) 6. Recent export order certificate for Country of Origin |
| **1.4** | **Submit Below mandatory Documents Along With EOI Form**   1. Business registration certificate has to be Submitted 2. Proof BL Copies of 10Nos of export orders more than minimum value USD$ 10,000 within last 5 years 3. List of Exports in brands and verities of products 4. Copy of Audited “P&L and Balance Sheet” for the years – 2024, 2023, 2022 5. Certificate of Origin (COO) of last 3 shipments issued by Relevant Export Trading Authority of the origin country. 6. International Quality Certifications for Manufacturing Plant ( ISO, etc) 7. International Certifications for the Manufactured Products (CE, energy star etc.) 8. Full Factory Details along with Product Lines and product Catalogs 9. Manufacturer Authorization Letter 10. Letter of Appointment for Exporter in origin country.(only if applicable) |
| **1.5** | **Bid Evaluation Process**   1. Mandatory Requirements (1.3) 2. Required Documents (1.4) 3. Proposed Line of Products & Exclusive Distributorship in Sri Lanka. |
| **1.6** | **For any clarification Please Email**  AGM (Procurement)  Sri Lanka State Trading (General)Corporation Limited  No. 100 ,NawamMawatha,  Colombo 02, Sri Lanka.  Telephone : +94 11 2422341/+94112440880  Fax No 094 11 2447970  E-mail: [nirosh@stc.lk](mailto:nirosh@stc.lk) |
| **1.7** | **Submission of EOI Forms** |
|  | Properly sealed EOI documents along with required attachments in 2 copies marked “Original” and “Duplicate” may be sent through the courier or hand delivered to below address on or before the closing date.  Left-hand corner of the envelope shall carry **“obtaining international agency from Foreign Manufactures ” – EOI: STC/PRO/2025/EOI/HHE”** and sent to below address  Chairman,  Sri Lanka State Trading (General) Corporation.  No. 100, NawamMawatha,  Colombo 02,  Sri Lanka. |
| 1,8 | Closing Date /Time & Venue   1. Closing Date of EOI : 1st of August 2025 10.30AM (Colombo time) 2. All EOI Submissions to be done to the Sealed Box Provided at Below Address   Lobby Area / Tender Boxes ,  Sri Lanka State Trading (General) Corporation ltd,  No 100, Nawam Mawatha,  Colombo 02, Sri Lanka. |
|  |  |

**2.0 Details of Exporter**

**“Obtaining international agency from Foreign ManufacturesHousehold Items**

**under Exclusive Distributorship”**

**EOI: STC/PRO/2025/EOI/HHE**

|  |  |
| --- | --- |
| **2.1 Manufacturer Details** | **Response** |
| Company Registered Name |  |
| Registered Business Address |  |
| Business Registration Number | (Please Attach copy of Business Registration) |
| Manufacturer Address & contact Details |  |
| Type of Business Registration  (Proprietor/Pvt.Ltd /Public Limited) |  |
| Origin Factory Details | Factory Registration No:  Address :  Capacity : |

**2.2 Contact Person of the Manufacturer**

|  |  |
| --- | --- |
| **Contact** | **Details** |
| Contact Person Name |  |
| Designation |  |
| Address |  |
| Telephone ( Mobile ) |  |
| Fax |  |
| E – mail |  |
| Web Site |  |

**2.3 Manufacturers Export Establishment (Exporter/Distributor) Details**

|  |  |  |
| --- | --- | --- |
|  |  | **Response** |
| 1. | Name of Foreign Export Establishment  (Foreign) Exporter/Distributor in the country of origin |  |
| 2. | Address |  |
| 3. | Contact Person & Contact Number |  |
| 4. | Business Registration Number | Registration copy Required |
| 5. | Type of Business Registration  (Proprietor /Pvt Ltd /Public Limited) | Required |
| 6. | Export Registration | Registration copy |
| 7. | International Banking Details |  |
| 8. | Bank Reference Letter from Above Bank | Required |

**Mandatory:** Letter of Appointment as an Exporter in origin country (only if applicable)

**2.4 Financial Standing (Audited) – Required Balance Sheets for Years**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Financial Data | 2021  Audited | 2023  Audited | 2024  Audited | 2025  Management |
| Annual Revenue |  |  |  |  |
| Net Profit |  |  |  |  |

*Note: Please attach the copies of P&L and Balance Sheet*

**2.5 Proof of Exports of Proposed Items & Brand**

Recent export shipments details

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Se.No | BL Number & Date | Export Destination Establishment Name | Country of Export | Quantity | Type of Product & Brand |
| 01 |  |  |  |  |  |
| 02 |  |  |  |  |  |
| 03 |  |  |  |  |  |
| 04 |  |  |  |  |  |
| 05 |  |  |  |  |  |
| 06 |  |  |  |  |  |
| 07 |  |  |  |  |  |
| 08 |  |  |  |  |  |
| 09 |  |  |  |  |  |
| 10 |  |  |  |  |  |

*Note: Please attach recent 10 Nos BL’s*

**2.6 Details of Production Factory**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Se. No | Product | Address of the Factory | Production  Capacity Nos | Ex Stock Nos |
| 1 | Instant water Heaters ( With Pressure Pump) |  |  |  |
| 2 | Rice Cookers |  |  |  |
| 3 | Gas Cooker |  |  |  |
| 4 | Electric Kettle |  |  |  |
| 5 | Electric Iron |  |  |  |
| 6 | Air Fryers |  |  |  |
| 7 | Microware Oven |  |  |  |
| 8 | Television |  |  |  |
| 9 | Refrigerators Single door |  |  |  |
| 10 | Refrigerators Double door |  |  |  |
| 11 | Washing Machine - Semi Auto |  |  |  |
| 12 | Washing Machine - Full Auto |  |  |  |
| 13 | Hair Dryers |  |  |  |
| 14 | Blenders |  |  |  |
| 15 | Pedestal/Wall/Table Fans |  |  |  |
| 16 | Solar Panel, Hybrid inverter, Batteries & accessories |  |  |  |
| 17 | Air Conditioners-Wall Mounted |  |  |  |
| 18 | Air Conditioners Ceiling Cassette |  |  |  |
| 19 | Air Conditioners Floor Standing |  |  |  |

*Please use extra forms if required*

**2.7 Obtained international Standards and International awards for the Factories ( ISO, etc)**

|  |  |  |  |
| --- | --- | --- | --- |
| Se. No | Address of the Factory | Quality Standards | International Awards |
| 01 |  |  |  |
| 02 |  |  |  |
| 03 |  |  |  |
| 04 |  |  |  |

Please mention any quality and environmental or other factors considered during production as a value addition for the product

…………………………………………………………………..

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…………………………………………………………………..**3.0 Specifications & Certifications of Proposed Products**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Se.No** | **Required Product** | **Capacity** | **Proposed Brand & Model** | **F.O.C.**  **Spare Parts %** | **Warranty Period** |
| 1 | Instant water Heaters ( With Pressure Pump) | ~3.5 KW |  |  |  |
|  |  | ~4.5 KW |  |  |  |
|  |  | ~5.5 KW |  |  |  |
|  |  |  |  |  |  |
| 2 | Rice Cookers | ~1L |  |  |  |
|  |  | ~1.5L - 1.8L |  |  |  |
|  |  | ~2.2L -3.2L |  |  |  |
|  |  |  |  |  |  |
| 3 | Gas Cooker | Stainless Steel 2 burner |  |  |  |
|  |  | Glass Top 2 burner |  |  |  |
|  |  |  |  |  |  |
| 4 | Electric Kettle | ~1L |  |  |  |
|  |  | ~1.5L -1.8L |  |  |  |
|  |  | ~2.0-2.5L |  |  |  |
|  |  |  |  |  |  |
| 5 | Electric Iron | Dry Iron |  |  |  |
|  |  | Steam Iron (100ml -400ml) |  |  |  |
|  |  |  |  |  |  |
| 6 | Air Fryers | 4L-7L |  |  |  |
|  |  |  |  |  |  |
| 7 | Microware Oven | 19-20L |  |  |  |
|  |  | 25-28L |  |  |  |
|  |  |  |  |  |  |
| 8 | Television | 32” Full HD Smart TV |  |  |  |
|  |  | 43” Full LED Smart TV |  |  |  |
|  |  | 49”-55” UHD LED Smart TV |  |  |  |
|  |  |  |  |  |  |
| 9 | Refrigerators Single door | Non Invertor 150L -185L |  |  |  |
|  |  | Invertor 180L-280L |  |  |  |
|  |  | Display Type upright freezers |  |  |  |
| 10 | Refrigerators Double door | Invertor 240L-320L |  |  |  |
|  |  | Glass top Chest Freezers |  |  |  |
|  |  |  |  |  |  |
| 11 | Washing Machine - Semi Auto | 6KG-7KG |  |  |  |
|  |  |  |  |  |  |
| 12 | Washing Machine - Full Auto | 6KG-7KG Top Load |  |  |  |
|  |  | 8KG-10KG Top Load |  |  |  |
|  |  | Front Load |  |  |  |
|  |  |  |  |  |  |
| 13 | Hair Dryers | 800-1000 W |  |  |  |
|  |  | 1200 -1600 W |  |  |  |
|  |  | 1800 - 2000+ W |  |  |  |
|  |  |  |  |  |  |
| 14 | Blenders | 0.5 L-1.0 L |  |  |  |
|  |  | 1.0-1.5 L |  |  |  |
|  |  | 1.5 - 2.0+ L |  |  |  |
|  |  |  |  |  |  |
| 15 | Pedestal/Wall/Table Fans | Plastic or Steel Blade Fans |  |  |  |
|  | Blade size-10"/12"/16"/18" |  |  |  |
|  | Pedestal,Wall & Table Fans |  |  |  |
|  | 3 speed & 5 speed (Mechanical & remote control) |  |  |  |
|  | Normal & Industrial |  |  |  |
|  |  |  |  |  |  |
| 16 | Solar Panel,Hybrid inverter,Batteries & accessories | Panel Capacity-580W |  |  |  |
|  |  | Inverters-3kW,5kW,8kW,10kW,20kW |  |  |  |
|  |  | battery bank options |  |  |  |
|  |  |  |  |  |  |
| 17 | Air Conditioners-  Wall Mounted | BTU-9000,12000,18000,24,000 (R32 Inverter & Non inverter) |  |  |  |
| 18 | Air Conditioners - Ceiling Cassette | BTU-36000,48000,60000 ((R32 Inverter & Non inverter) |  |  |  |
| 19 | Air Conditioners –  Floor Standing | BTU-36000,48000,60000 ((R32 Inverter & Non inverter) |  |  |  |
|  | **\* Please attach Full Details of Products including product Brochure & Full Specification Sheet /**  **For Refrigerators : Warranty for Compressor and full unit shall clearly mentioned /For Air conditioners : Free Copper – Min 5 Meter / Warranty for Compressor –Min 6 Years / Warranty for Full Unit – Min 1 Year / Percentage of Spare parts provided shall mention clearly.** | | | |  |

**3.1 Details of Product , Packing & Markings**

|  |  |  |
| --- | --- | --- |
| **Online Availability of Product Details** | | |
| Online Product Details | Mandatory | Suppliers Response  (Agreed/No) |
| Full Details of product shall available in manufacturers Website and link needs to be provided for evaluation | Yes |  |
| **Marking in Product Packing** | | |
| Details | Mandatory | Suppliers Response  (Agreed/No) |
| Brand name or trade name | Yes |  |
| Address of the manufacture and  Exclusive Distributor in Sri Lanka, Sri Lanka State Trading (General) Corporation Ltd, 100, Nawam Mawatha, Colombo 02 | Yes |  |
| Batch number; | Yes |  |
| Date of Manufacture; | Yes |  |
| Country of origin; | Yes |  |
| **Items Required to follow SLS Requirements** | **Yes** |  |

***(Table 6)***

|  |
| --- |
| **Payment Terms & Shipping Documents** |

|  |  |  |
| --- | --- | --- |
| **Specifications** | **STC Requirement** | **Bidder’s Response** |
| Terms of Payment | LC Terms |  |
| Copy Documents required being available on arrival of shipments to Colombo port.  Commercial invoice  Bill of Lading/ Packing List  The Certificate of Origin issued by the Chamber of Commerce ofrelevent Origin Country  from SGS or BV for the subject consignment | Demurrages due to non-availability of required documents at the time of clearance, has to be borne by the supplier. |  |

***(Table 7)***

*Signature ………………………………..*

In the capacity of *……………………………………………..* (Designation/ Authorized by owner, Directors of the Company)Authorization letter required to be attached from Owners, Directors

Name: *………………………………………………….*

*Full name & Address of the Company:*

*……………………………………………………………………………………………………..*

Contact Details: Mobile No; …………………. WhatsappNo : …………………….

Email Address: ………………………………………

Dated on \_\_\_\_\_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_ *[insert date of signing]*

(Place official stamp here)

**4. Proposal for Advertising & Rewards**

STC plans to promote the distributing products basically using below methods, and expecting to re-imburse expenses fully or partially parallel to the sales volume achievements in agreed milestones.

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Type of Promotional Activity** | **Proposed** | **Comments** |
| 01 | Brand Awareness among dealers & Inauguration Ceremony | 01 |  |
| 02 | Outdoor Hoardings | 10Nos |  |
| 03 | Appointment of Brand Ambassador in Sri Lanka | Yes |  |
| 04 | TV Campaigns | 4Nos Annually |  |
| 05 | Print Media Advertisements | 1-Monthly |  |
| 06 | Digital Media Campaigns | 1-Monthly |  |
| 07 | Rewards night Event for Best Dealer/Best Volume | Annually |  |
| 08 | Gifts for Media Events | 5Nos Each Annually |  |
| 08 | Branding of Delivery Vehicle Fleet | 10Nos Annually |  |
| 09 | Plan and design branded outlet in the heart of Colombo | Yes , Before Inauguration |  |

Please explain Manufacturers response for the Advertising(BTL/ATL & other ) & Rewards plan

……………………………………………………….

……………………………………………………….

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**5. Declaration of the Manufacturer/Exporter**

1. Samples of ordered items (only for SLS Required items) to be sent as a sample order before sending the full shipment on confirmation of shipment by STC (after providing LC), the shipper needs to ship out the entire quantity as agreed after receiving confirmation from STC.
2. I understand that Samples of items have to be approved by the relevant Department of Sri Lanka (SLSI) and will be examined against provided samples before releasing any shipment to STC. In case of any shipment is rejected due to noncompliance against provided sample, the full container will be returned and exported to origin country and full value of consignment should be reimbursed by the Supplier including shipping, delivery & statutory charges in the destination country within 14 days of such rejection.
3. Our firm, its affiliates or subsidiaries—including any subcontractors or suppliers for any part of the contract—has not been declared blacklisted by relevant authorized institute by Sri Lanka and the National Procurement Agency of Sri Lanka.
4. Bidding without below attachments will not be considered qualified.

**The supplier shall submit required Documents, Full Product Brochures, Full Spec Sheets, Documents requested in (1.4) along with EOI form**

d) I understand that Submission of false documents & false information the EOI form may result in blacklisting the Export Establishment & Related manufacture for supply of any consignment to Sri Lankan Territory for next 5 years’ time.

***By signing below , I’m taking full responsibility personally and as a part of Corporate Responsibility and liability to understand , accept and practice above terms (a),(b) (c) , (d)***

*Signature ………………………………..*

In the capacity of *……………………………………………..* (Designation/ Authorized by owner, Directors of the Company)Authorization letter required to be attached from Owners, Directors

Name: *………………………………………………….*

*Full name & Address of the Company:*

*……………………………………………………………………………………………………..*

Contact Details: Mobile No; …………………. Whatsapp No: …………………….

Email Address: ………………………………………

Dated on \_\_\_\_\_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_ *[insert date of signing]*

#### (Place official stamp here)6.Manufacturer’s Authorization Letter

*< LETTER HEAD OF MANUFACTURER>*

Date: 29/07/2029

To: The Chairman

Sri Lanka State Trading (General) Corporation Ltd

No: 100, NawamMawatha, Colombo 02.

WHEREAS

**Distributorship of …………… Brand Items in Sri Lanka**

**Manufacturer’s Authorization**

We *[insert complete name of Manufacturer],* who are official manufacturers of *[insert brand name & goods manufactured],* having factories at [insert full address of Manufacturer’s factories], do hereby authorize *Sri Lanka State Trading (general) Corporation ltd* to Distribute following Goods, manufactured by us *[insert name and or brief description of the Goods],* and to subsequently negotiate and sign Contracts in the territory of Sri Lanka.

We hereby extend our full guarantee and warranty in accordance with - Product Specifications, 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 of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_ *[insert date of signing]*