සී/ස ශ්‍රී ලංකා රජයේ වාණිජ (විවිධ) නීතිගත සංස්ථාව
வரையறுக்கப்பட்ட இலங்கை அரச (பொது) வர்த்தக கூட்டுத்தாபனம்
Sri Lanka State Trading (General) Corporation Ltd.
100, Nawam Mawatha, Colombo 02, Sri Lanka. (P.O. Box - 1686)
Tel : +94 11 2422341 -4 / 2440880 Fax : 2447970 E-mail : lankagen@sltnet.lk web : www.stc.lk

TENDER FORM
S/L STATE TRADING (GENERAL) CORPORATION LTD
NO: 100, NAWAM MAWATHA, COLOMBO 02
TENDER NO.STC/SS/MCE/ NOTE BOOK /2026/02 - NOTE BOOK

APPLICANT DETAILS

1. Tender Applicant Name: .....
2. National Identity Card Number: .....
3. Tender Applicant Company Name:

   .....

   Company Business Registration number: .....
4. Postal Address: .....
5. Contact Numbers:

   Land Phone : .....

   Mobile No : .....

   Email : ..... Fax Number : .....

6. Required Details

- BR Copy
- Experience in the business and Details of the customers

Note Book Specifications are as below

- Size –A5
- Paper GSM - 80 Gsm Bank Paper 01 Color
- **Paper Quantity-** 89 pages in total, covering the following sections: introduction page and product details, personal data and calendar, and the year plan.

  ***5 pages-** printed double-sided in colour
  ***4 pages-**printed double-sided in a single colour
  ***80 pages-** for writing notes

- Hard Cover- Front cover and back cover
- Cover-120gsm Art Paper 4 Color –Matt Laminate
- Finishing –Pasted 1.5 mm binding board +Complete with Spiral Binding - Top to Bottom
- Artwork and design can be customized and carried out according to the required specifications and preferences.

(Suppliers must submit a sample notebook that meets the above specifications for approval on or before the tender closing date. Failure to submit the sample within the stipulated period may result in disqualification.)

7. Payment Terms - ……..

8. Delivery Time -……..

9. Total Amount for the 7500 Books- ……..

10. **Tender Conditions**

1. Sealed applications may be submitted by post or hand delivered to the following address Chairman, S/L State Trading General Corporation, No. 100, Nawam Mawatha, Colombo 02 before 2.00 p.m. on 30.11.2026 and drop to the Service Supply Tender Box in the lobby.

2. Rs.1000.00 of Non – Refundable Receipt should be attached to the tender application.

3. Please mention **Item/Tender Number** on top left hand corner of envelops.

3. The Tender Committee reserves the right to accept or reject the tender in its entirety, and that would be the final decision.

I hereby confirm that I agree to the above conditions.

11. Applicant Signature: ……