

BANK OF CEYLON

INVITATION FOR BIDS (IFB)

**SUPPLY OF 25,200 UNITS OF RECEIPT PRINTER PAPER ROLL OPTEVA FOR
BANK OF CEYLON (ITEM CODE.70749)**

BID NO. BOC/PROC/P/2026/306

The Chief Manager, Properties and Procurement, 14th Floor, Bank of Ceylon, Head Office, “BOC Square”, No.1, Bank of Ceylon Mawatha, Colombo 01 now invites sealed bids for “Supply of Receipt Printer Paper Roll Opteva for Bank of Ceylon (Item Code.70749) “as per the below mentioned category from local suppliers who comply with the below mentioned eligibility criteria.

1. Eligibility Criteria

S. No.	Eligibility Criteria
1.1	Bidder shall have minimum 03 years of experience in supplying Receipt Printer Paper Roll.
1.2	Bidder shall have supplied Receipt Printer Paper Rolls covering 5,000 units per order and minimum 15,000 units within a calendar year since 01.01.2023 (2023, 2024, 2025 and 2026 or 2023/24, 2024/25 and 2025/26).
1.3	Bidder shall have an Average Annual Turnover of Rs. Fifty (50) Million for last three (03) years 2023/24, 2024/25 and 2025/26 or 2023, 2024 and 2025.

- Bidding documents may be inspected free of charge at the Office of the Chief Manager, Properties and Procurement Department, 14th Floor, Bank of Ceylon Head Office, “BOC Square”, No. 01, Bank of Ceylon Mawatha, Colombo 01, during **0900 hrs to 1500 hrs** on working days **until 13.07.2026**.
- Bidding documents could be obtained from the Chief Manager, Properties & Procurement Dept., 14th Floor, Bank of Ceylon Head Office, “BOC Square”, No.01, Bank of Ceylon Mawatha, Colombo 01, after making payment of a non-refundable fee of **LKR 9,500.00** inclusive of Tax. (Payment method – Cash.) Sample shall also be inspected by the bidder when collecting the Bidding document.
- Bids shall not be entertained from firms or persons who have been placed in the List of Defaulting Contractors/Suppliers of the Government of Sri Lanka or Bank of Ceylon.

5. Important Dates:

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| i. Last date & time for issuing Bid documents | : 1500 hrs on 13.07.2026 |
| ii. Time duration for issuing of Bid Documents | : From 0900 hrs. to 1500 hrs |
| iii. Closing date & time of Bid | : 1000 hrs on 14.07.2026 |
| iv. Opening date & time of Bid | : Immediately after closing of bids |

6. Perfected Bid documents should be accompanied by a Bank Guarantee/Bid Security for Rs. 550,000.00 issued by a licensed commercial bank in Sri Lanka (other than Bank of Ceylon) **valid until 10.11.2026**. Cash Deposit is also acceptable in lieu of Bid Guarantees. Cheques drawn by the bidder shall not be accepted.
7. The bidder must be registered for the particular bid under the 'Public Contract Act. No.3 of 1987 at Registrar of Companies' office and submit a PCA3 form accordingly as per the provisions made in the said act.
8. The Bank of Ceylon reserves the right of rejecting any or all bids and the right of accepting any portion of a bid without adducing any reasons.


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