



**SRI LANKA NAVY TENDER INVITATION**  
**DIRECTOR GENERAL LOGISTICS**  
**NAVAL HEADQUARTERS**  
**PO BOX 593, COLOMBO 01**

**TELEPHONE } 0117192385**

**FAX } 0117192380**

**DATE } 28/11/2025**

M/S : ..... File No : **NHQ/SOR/HR/RFO/2025/0087**

**CALLING OF BIDS FOR HIRING OF**  
**01 NO DOUBLE CAB (01 YEAR)**

ONLY THE  
PAYMENT TERM  
"CREDIT" WILL  
BE ACCEPTED

01. Bids are invited for **HIRING OF 01 NO DOUBLE CAB**.
02. The tender should be sent in duplicate in favor of Chairmen, Tender Board, Sri Lanka Navy, Naval Headquarters, Colombo under a sealed and registered cover or deposited in the tender box kept at the entrance to Naval Headquarters Colombo - 01.
03. The envelope containing the tender should be marked tender for the **HIRING OF 01 NO DOUBLE CAB** Reference No **NHQ/SOR/HR/RFO/2025/0087** and opening date **09/12/2025** at the top left hand corner" of the envelop and should reach not **later than 1400 hrs, on 09/12/2025** which will be the tender opening date and time. Tenders will be rejected in case of failure to indicate these details. Further late bids will also be rejected.
04. Please note that all prices should be quoted in Sri Lanka Rupees and to be indicated in words. Further it is mandatorily to indicate separately for credit facility and outright cash.
05. Credit facility should be extended for a minimum period of 60 days.
06. Advance payment will not be made even if the tender is accepted by the Department Procurement Committee without a valid bank guarantee issued by a reputed bank in Sri Lanka and acceptable to the Sri Lanka Navy.
07. The following details are also to be indicated in the bid as applicable ;
- Make, Model and Country of Origin.
  - Manufacturer's name and address.
  - Year of manufacture (If applicable).
  - Warranty period.
  - Job duration/Delivery period and other conditions of delivery.
  - Availability of spares, repair facilities
  - Availability of training facilities.
  - Whether the Bidder is the sole agent to represent the manufacturer in Sri Lanka.
  - Discounts and other chargers if any.
  - The bid should be valid till ..... day of .....Two Thousand Twenety .....
  - Any other relevant details if any.
08. On demand unconditional and irrevocable Bid Bond valued to Rupees ..... (LKR.....) issued by a Commercial Bank as specified below need to be submitted by bidders along with the bid . Further the bid bond shall be valid till ..... And specimen format for Bid security Guarantee (Procurement Manual - Annexure V of Chapter 05) to be obtain from [www.tender.navy.lk](http://www.tender.navy.lk).

- (a) A local commercial bank approved by the Central Bank of Sri Lanka, which is operating in Sri Lanka.
- (b) A foreign commercial bank operating in Sri Lanka, which is approved by the Central Bank of Sri Lanka.
- (c) A foreign bank operating outside of Sri Lanka, provided that the relevant Bank Guarantee is confirmed by a local or foreign bank operating in Sri Lanka, which is approved by the Central Bank.

09. Performance Security in five percent (05%) of the contract value issued by a Commercial Bank as specified below is required to be submitted in the form of an irrevocable payable on demand and unconditional Bank Guarantee by the successful bidder as per the format given in the Procurement Manual (Annexure IX of Chapter 05), if the contract value exceeds Rs. 5,000,000/= (Excluding VAT). Validity of same should be Twenty Eight (28) days beyond the intended completion date of the contract.

- (a) A Commercial Bank operating in Sri Lanka Approved by the Central Bank of Sri Lanka.
- (b) A bank based in another country, backed by a Commercial Bank operating in Sri Lanka approved by the Central Bank of Sri Lanka.

10. Depending on the nature of the job 5% from the contract sum will be retained as retention money until completion of one year of maintenance period where applicable.

11. If the total value of the contract is over Rupees Five Hundred Thousand, (Rs.500,000.00) (Excluding VAT) the successful bidder shall to sign an agreement with SLN.

12. If the supplier fails to complete the work/service within the stipulated time period, liquidated damages/ delay damages will be charged at the rate 0.05% of the contract value per day up to a maximum 10% of the contract value.

13. If the bidders are registered for VAT, they should indicate the amount of VAT claimed separately in the bid documents, in addition to the net value of the bid, along with the VAT registration number. Declaration of VAT registration number is a mandatory requirement for determination of bids. Any of the bidders who claim VAT and do not declare VAT registration number will be liable for rejection of their bid.

14. If any bidder is not registered for the VAT, such bidder should indicate the net value of the bid. Under this category, bidders should obtain a letter from the Commissioner of Inland Revenue Department certifying that the company has not been registered for VAT and it should be attached to the bid .

15. If any other government taxes /levy's are applicable, those are to be indicated separately.

16. Items are to be delivered at the Transit Stores, SLNS "Mahasen", Welisara, Ragama along with a copy of the purchase order and the relevant invoice within the specified period. If SLN collect items from bidder's premises with the consent of the bidder, SLN approved transport charges will be deducted from the final bill. Please note that it is 100% bidder's responsibility to deliver the items within the delivery period.

17. Representatives are allowed to be presented during the tender opening.

18. The Chairmen, Tender Board, Sri Lanka Navy reserves the right to reject the tender or all tenders and the right of accepting part of a tender without any question / reason of.

19. Bidders to note that alternative bids will not be accepted by the Sri Lanka Navy.
20. Any undue influence, offering of bribe or any other corrupt practices will result disqualification/ rejection of the offer in addition to normal disciplinary action.
21. With regard to bidders who fail to confirm in writing the acceptance of conditions given in the bid invitation when submitting their bids, it will be construed that the bidder agreed to such conditions in the event of such bidders being awarded such bid.
22. Further details if required, could be obtained from undersigned over the Telephone No's: **0117192385/0117192386**, Fax No's :**0117192380**.

Yours faithfully,



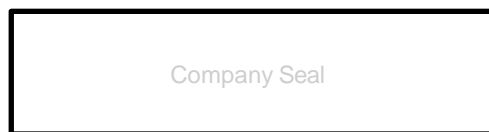
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**LCDR (S) DKP RATHNAWEERA**  
**STAFF OFFICER (REPAIR)I**  
**For CHAIRMAN, TENDER BOARD**  
**SRI LANKA NAVY**

Dear Sir,

I/ We agree to abide by the conditions of tender specified above except as noted in our proposal dated..... which shall of part of and regulation contact here under.

Signature .....

Date .....



- a. CONTACT PERSON** - .....
- b. CONTACT TEL NO** - .....
- c. CONTACT FAX NO** - .....
- d. CONTACT E-MAIL** - .....

## ANNEX "A"

NHQ/SOR/HR/RFO/2025/0087

S/N	Part No	Item Description	UOM	QTY	Unit Price	TOTAL	
						Rs	Cts
1		HIRING OF 01 NO DOUBLE CAB (01 YEAR)	Number	1.00			
APPLICABLE ONLY		DISCOUNT	=				
		VAT 18 %	=				
TOTAL TENDER VALUE			=				

## (A) OTHER DETAILS

- (i) DELIVERY PERIOD - .....
- (ii) MAKE & MODEL - .....
- (iii) VALIDITY PERIOD - .....
- (iv) WARRANTY PERIOD - .....
- (v) PAYMENT TERMS - CREDIT
- (vi) COUNTRY OF ORIGIN - .....
- (vii) DISCOUNT IF ANY - .....
- (viii) ANY OTHER TAXES - .....

## (B) VAT DETAILS

- VAT REGISTRATION NO / EXEMPTION LETTER ISSUED BY DEPARTEMENT OF INLAND REVENUE TO BE ATTACHED

## (C) PLACE OF DELIVERY

- ITEMS TO BE DELIVERED TO THE "TRANSIT STORES" SLNS 'MAHASSEN', WELISARA, RAGAMA ALONG WITH THE COPY OF ORDER AND RELEVANT INVOICE.

(D) Any queries/ information with regard to this procurement/tender could be obtained from logistic management cell, established at Naval Headquarters through e-mail [repairinquiries@navy.lk/ssorepair@gmail.com](mailto:repairinquiries@navy.lk/ssorepair@gmail.com) and by telephone number 0117192391-3 during

**NOTE: UNIT PRICE AND TOTAL PRICE ARE TO BE INDICATED CLEARLY IN THE TENDER, IF NOT QUOTATION WILL BE REJECTED.**

SUPPLIER NAME - .....

ADDRESS - .....

Company Seal

(E) Bid Reference :NHQ/SOR/HR/RFO/2025/0087

DATE

(B)

**SPECIFICATION FOR HIRING OF DOUBLE CAB**

SR NO	DESCRIPTION		TENDERER'S SPECIFICATION
1	<b>General conditions</b>		
	a	Type	Double cab
	b	Required quantity	01 Unit
	c	Hiring method	With SLN driver & fuel
	d	Hiring period	01 year.
	e	Seating capacity	05 No's (including driver).
	f	Payment method	Monthly rental basis
	g	Payment term	On credit
2	<b>Technical Specifications</b>		
	a	Make	Japanese make ( Toyota/Mitsubishi Preferred ) / European brand or japan models manufacture in Singapore, Malaysia, Korea, Thailand
	b	Model	To be reputed model in Sri Lanka
	c	Country of origin	To be indicated
	d	Year of manufacture	2006 or later
	e	Engine type	Turbo, Diesel with inter cooler inline water cooled
	f	Engine capacity	APP: 2500 – 3000CC
	g	Fuel system	Common rail direct fuel injection
	h	Transmission	4WD, 6 Speed Manual/Auto
	i	Steering system	Power assisted
	j	Brake system	ABS with front disc and rear drum
	k	Additional Features	To be indicated by supplier
3	<b>Following Accessories/Features should be available</b>		
	a	Air conditioner (Auto)	
	b	Multi-function steering (preferable)	
	c	Power windows	
	d	Sun visors	
	e	Glove box	
	f	Comfortable Seats with head rest	
	g	Safety belts for seats	
	h	Air bags for driver and front passenger	
	i	Power door locks with speed sensor	
	j	Multi information display preferred	
	k	AM/FM radio/CD/DVD/ Bluetooth with speakers	
	l	Rear load body to be covered (Hard top covered/Rear canopy cover required with lock)	
	m	Other special features/options of the vehicle to be clearly indicated by the supplier	
	n	Condition of the tyres should not be exceed more than 50%.	

4	<b>Hiring terms/conditions to be indicated by the supplier</b>		
	a	Charges per calendar Month on dry lease(With SLN driver & fuel)	
	b	Maximum allowable mileage per month should be 3000 km	
	c	Charges for excess Km	
	d	Payment terms( Credit facility)	
	e	Any other charges applicable	
	f	Double cab should be handed over to Sri Lanka Navy (SLN) with full capacity of diesel tank and SLN will return with same condition on completion hiring period	
5	<b>Replacement in case of Accident/Brake down of vehicle</b>		
	Supplier should provide a replacement vehicle with same condition in shortest possible time (Max.3-4 hours)		
6	<b>Vehicle Revenue License &amp; Comprehensive renter car insurance coverage</b>		
	Vehicle should be insured with comprehensive renter car insurance policy and possesses with valid Green test certificate and valid revenue license. (The cost incurred for testing and certificates should be free of cost to Sri Lanka Navy)		
7	<b>Maintenance, Service and Repairs</b>		
	a.	All routine services and repairs should be carried out by the supplier free of cost to Sri Lanka Navy (SLN).	
	b.	If repairs/ service taken more than 08 hrs, then replacement unit (same conditions) to be provided.	
8	<b>Remarks</b>		
	a.	Vehicle will be inspected by an officer from SLN before accepting.	
	b.	These vehicles will be run & stationed Island wide.	

MW SSABO

NPK WEERAKOON  
Commander (E)  
SENIOR STAFF AUTOMOBILE ENGINEERING OFFICER