

Sub.: Administrative Approval & Approval for floating Global Tender for Procurement of Roto Plastic Seals & sealing wire for Bowsers at LIOC, Trincomalee**1.0 Proposal:**

This proposal seeks:

- i) Administrative approval of Managing Director - LIOC for procurement of 633,200 Nos. Plastic Seals & 2,750 rolls (304 meter /1000Ft role in each) of Galvanized sealing wire at a total cost of 32.65 million (approx.) for sealing the loaded bowsers dispatched Ex- Trincomalee Oil Terminal.
- ii) Approval for calling Global Tender for procurement of above

2.0 Background:

- 2.1 On an average, Trincomalee Terminal dispatching about 80-90 bower loads of fuel per day from our China Bay Terminal to various Retail outlets, Island-wide.
- 2.2. The top manhole cover and bottom manifold valves of these bowsers are sealed using plastic seals/sealing wire during TT Operation on daily basis.

2.2 Our present stock of Plastic Seals is as under

Product	Seal Colour	Total Stock (Available)	Average Consumption per month (Nos)	Coverage (Months)
LP92 Petrol	Yellow	40,400	7500	~5-6 months
Lanka Auto Diesel	Blue	51,200	8000	~6-7 months
Xtra Premium E3	Red	70,000	4000	~17-18 months
Xtra Mile Diesel	Brown	25,000	2800	~9-10 months
LSD	Green	10,000	750	~13-14 months
LP95	Orange	25,000	600	~35-40 months
IFO/MGO/etc	Black	40,00	60	~66-67 months
Sealing Wire	Rolls	200 rolls(300m each)	75 Rolls(300m each)	~2-3 months

- 2.3 Vide Tender ref: LIOC/CB/GT/01/22-23 dtd. 18.11.2022, M/s. Susen International (Pvt) Ltd has been awarded the contract for supply of Plastic Seals & Sealing wire to LIOC Trincomalee for a period of Three (03) years and Initial approval & TCC note are attached as (F/A).

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- 2.4 LIOC, Trincomalee has placed call up Purchase Orders (3) on periodical basis from the party during this entire duration of contract and already party has supplied as per our requirement. (F/B).
- 2.6 Procurement of New Seals & Sealing wire will be necessary after exhaustion of available stock (Tentatively by Jan'2026)
- 2.7 The projected requirement of the seals/sealing wire for next 03 years based on the above consumption pattern works out to as below:

Product	Seal Colour	Average Consumption Per month (Nos)	Projected 01 year requirement numbers	Projected 03 year requirement numbers (A)	Total Stock (Available) (B)	Net Projected 03 year requirement numbers C= (A-B)
Petrol (LP92)	Yellow	7500	90,000	270,000	40,400	229,600
Petrol (LP95)	Orange	600	7,200	21,600	25,000	N/A
Diesel (LAD)	Blue	8000	96,000	288,000	51,200	236,800
Lanka Super Diesel (LSD)	Green	750	9,000	27,000	10,000	17,000
Xtra Pr. Euro-III	Red	4000	48,000	144,000	70,000	74,000
Xtra Mile Diesel	Brown	2800	33,600	100,800	25,000	75,800
IFO/MGO/etc	Black	60	N/A	N/A	4,000	N/A
Total seals req.						633,200
GI Sealing Wire		75 Rolls (300m each)	900 Rolls (300m each)	2,700 Rolls (300m each)	200 Rolls (300m each)	2,500 rolls (304m each) + 250 Rolls (10% Exi.)

- 2.8 GI sealing wire 01 roll spool with core approximately 1000 ft (01 roll-304meters) total requirement is in 8360m however party quoted price for 100 M each ,therefore, our total requirement for next three years is in **2750 Rolls (304m /1000 Ft in each rolls).**

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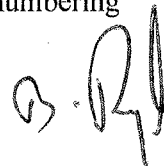
2.9 Hence, it is prudent to initiate the Global Tender formalities for the procurement of seals and sealing wire, so that the process will be completed within this year, before December 2025.

3.0 Salient Features of the Tender:

- 3.1 Tender is Global Tender with Two (02) bid system (Tecno-commercial Bid & Price Bid)
- 3.2 Period of Contract: 3 years (i.e. from January'2026 to December'2029)
- 3.3 Parties who qualify in technical bid as per PQ criteria, those price bids (technically qualified bids) will be opened and evaluated for L1 ranking
- 3.4 Cost of the tender document will be LKR 10500 / 30 USD for those who purchase the documents, Tender documents downloaded from Lanka IOC website will be Free of cost.
- 3.5 EMD: 300 USD for foreign bidders (excluding Bank charges) and 50000 LKR for Sri Lankan Bidders- Refundable. Non-submission of EMD is liable for rejection of Tender.
- 3.6 Security Deposit (SD) /Bank Guarantee: 10% of the Work Order Value with validity of 36 Months and Security deposit shall be released after 12 months from the date of completion of the contract period
- 3.7 Delivery/Supply: 9 weeks from issuance of PO.
- 3.8 Rates are at CIF Colombo (US \$) for foreign bidders & LKR for Sri Lankan Bidders.
- 3.9 Payment: Payment under D/P Terms- Document against payment for foreign bidders & in case of Sri Lankan Vendors, Payment shall be within 7 days from the date of delivery of materials.
- 3.10 Delay in supply beyond the specified period shall attract penal charges @ 0.5% of Purchase order value per week up-to Maximum 5% of the work order value.

4.0 Specification of Seals

- Product Name: Poly carbonates Roto Seals.
- Main application: for Tank Trucks/Bowsers sealing (Top Manhole covers & Valve Manifolds)
- Material: ABS Plastic / Poly carbonate (PC - Outside cover / ABS - inside).
- Laser Marking: Customize Name/ Lanka IOC Logo & Serial numbering



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- Colours: RED, BLUE, YELLOW, ORANGE, GREEN, BLACK & BROWN & any other Colour/s
- Packing: 100 pieces in 1 packet and 5000 pieces in 1 Box
- Standard Sealing Wire: 0.7mm X 100 meters roll of GI wire covered with plastic.
- Branding on Seal: Company name & logo to be printed on one side and other side should bear the serial number
- Specification drawing is attached as (F/C)

5.0 PQ Criteria

1. Party to have successfully completed supplying Plastic seals to any Oil Industry/Any private industry in Sri Lanka or any other country
2. Tenderer should have a minimum 3 years' experience in supply of Plastic seals.
3. The Tenderer should fulfill either of the following conditions in the last 5 years:
 - a) Three similar completed works each costing not less than 40% of estimated cost.
 - b) Two similar completed works each costing not less than 50% of estimated cost.
 - c) One similar completed work costing not less than 80% of estimated cost.
4. The average annual financial Turnover of the tenderer during the preceding three financial years should be at least 30% of the estimated cost.
5. For Sri Lankan Tenderers, parties should possess valid VAT certificate.

6.0 Recommendation

In view of the above, it is proposed to procure 633,200 Nos. of Plastic seals (Red, Orange, Yellow, Blue, Green & Brown), & 2750 Rolls (304m/1000Ft in each) of Sealing Wire through Global Tender to cover the next Three (03) years requirement.

7.0 Financial Implication

The total financial implication for procurement of 633,200 Nos. of Plastic seals & 2,750 Rolls (304m or 1000Ft in each) of Sealing wire works out to be approximately Rs 32.65 Millions. Departmental Estimate is enclosed as (F/D).

The Draft Tender document/s are attached as (F/E).



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8.0 Approval/DOA:

In view of the foregoing, MD/LIOC may please accord:

- (i) Administrative approval for procurement of 633,200 Nos. Plastic seals & 2,750 Rolls (304m or 1000Ft in each) of Sealing wire at an estimated cost of 32.65 Millions as per DOA 5.1.2.
- (ii) Approval for Tender Documents & further Calling of Global Tender for procurement of 633,200 Nos. Plastic seals & 2,750 (304m/1000Ft in each) Rolls of sealing wire as mentioned above under per DOA 5.3.


Boddepalli Rajesh
Asst. Vice president (Ops)

Checked and found OK
Sr. Mgr. (Fin)

Recommended for approval please.
VP (Ops & LBP)

Recommended for approval
VP (Ops & Bunkering)

Concurred for admin approval and calling for limited tender as per (A) above.
SVP(F)

MD, LIOC