



**INVITATION FOR SUBMISSION OF BIDS FOR
SUPPLY OF PROCESSED MEATS FOR SRILANKAN CATERING LIMITED
FOR THE PERIOD OF YEAR 2023-2024
REFERENCE: SLC/DPC/GOODS/2023/108**

**SRILANKAN CATERING LTD
PROCUREMENT AND SHIPPING DEPARTMENT
AIRLINE CENTRE
BANDARANAYAKE INTERNATIONAL AIRPORT
KATUNAYAKE
SRI LANKA**

Section I. Introduction to Bidders (ITB)

- SriLankan Catering Ltd invites reputed companies to submit a bid for the supply of Processed Meats as specified in Section II-Specification.
- Deadline for submission of bids is on or before **24th October 2023 at 10.00 hrs.** (SriLankan Time - GMT +5:30)
- Bidders shall submit their bids by registered post, courier or by hand in a sealed envelope to the address given below or could be send to the secure mail which is supreg@srilankacatering.com and confirm the submission to the contact persons given below.
- The sealed envelope or the subject of the e-mail shall bear the specific identification of this bid exercise as indicated follows:

“INVITATION FOR SUBMISSION OF BIDS FOR SUPPLY OF PROCESSED MEATS FOR SRILANKAN CATERING LIMITED FOR THE YEAR 2023-2024”

REFERENCE: SLC/DPC/GOODS/2023/108

- The address for submission of Bids is:
 - Attention : Chief Executive Officer
 - Address : SriLankan Catering Ltd,
Airline Center,
Bandaranaike international Airport,
Katunayake. Sri Lanka.
- Prospective bidders could obtain further details with reference to the bid documents from,
 - sarasi.katulanda@srilankacatering.com or + (94)19 733 4144 /+94 71-0210346
- Following details should be provided one day in advance to arrange security clearance if the bidder wishes to hand deliver the bid.
 - Name of the visitor
 - ID number
- The bid document shall comprise the following:
 1. Section II: Specification
 2. Section III: Price Schedule Form
 3. Section IV: Vendor Information Form
- The Bidder shall submit following documents along with the bid for evaluation:
(Mandatory for new suppliers)
 - Form 20 (Directors Details)
 - Business registration form
 - Relevant certificates for the product
 - Client/sales details for last 01 year period (Registration or sales)
 - Bank Statement/Audited Accounts
- Sample submission is mandatory.
- The shortlisted bids from the technical evaluation will be financially evaluated based on the lowest cost per unit.

Section II. Specification

No	Gr	Code	Item Description	U O M	Avg Annual Consumption Kg	Specification	Sample QTY
1	DC	CH363	SAUSAGES CHICKEN LINGUS 25GM	KG	1000.00	Good Quality natural Lingus flavor and textured meat product in line with international standards. Fresh, 75% muscle meat, low moisture, color stable, skin less 08 cm Length sausage cooked without breakage but thin enough to be palatable. Supplied IFQ, vacuumed packed, individually packed in clear plastic 1KG pack, flavor good with as low a chemical stream as possible. Good even color on slicing. Temperature -18'c, batch, expiry, manufacturer name to be mentioned. Made in a certified HACCP environment - certified Halal and free of salmonella, bird flu and all other contaminants. 28gr raw weight - / Expire one year from the date of production	1kg
2	DC	CH355	CHICKEN LINGUS SAUSAGES 50g (COOKED WEIGHT)	KG	500.00	Good Quality natural Lingus flavor and textured meat product in line with international standards. Fresh, 75% muscle meat, low moisture, color stable, skin less 09 cm Length sausage cooked without breakage but thin enough to be palatable. Supplied IFQ, vacuumed packed, individually packed in clear plastic 1KG pack, flavor good with as low a chemical stream as possible. Good even color on slicing. Temperature -18'c, batch, expiry, manufacturer name to be mentioned. Made in a certified HACCP environment - certified Halal and free of salmonella, bird flu and all other contaminants. 55gr raw weight – 01 kg pack size/Expire one year from the date of production	1kg
3	DL	LA002	LAMB SAUSAGES 25g (COOKED WEIGHT)	KG	100.00	Good Quality natural Lamb Sausages with chunks and textured meat product in line with international standards. Fresh, 75% muscle meat and max 18% fat , low moisture, color stable, skin less 08cm length, thick enough to contain sausage cooked without breakage but thin enough to be palatable. Supplied IFQ, vacuumed packed, Individually packed in clear plastic 1KG pack, flavor good with as low a chemical stream as possible. Good even color on slicing. Temperature -18'c, batch, expiry, manufacturer name to be mentioned. Made in a certified HACCP environment - certified Halal and free of salmonella, bird flu and all other contaminants. 28gr raw weight - 35 per pkt, Expire one year from the date of production	1kg

4	DC	CH302	CHICKEN MEAT BALLS 16.67GM	KG	3,000.00	1KG vacuum packed, skinless, 60% minimum muscle meat, low moisture, Temperature -18'c, batch , expiry, manufacturer name to be mentioned- - a raw weight size of 16.67gr. Made in a certified HACCP environment -certified Halal and free of salmonella, bird flu and all other contaminants. Expire one year from the Date of production.	1kg
5	DC	CH010	FRYS CHICKEN DRUMSTICK 20PCS/1KG	KG	885.00	1KG vacuum packed, 75% minimum muscle meat in cutlets form crumbed and supplied frozen ready to cook, low moisture moderate fat not exceeding 14% , Temperature -18'c, batch , expiry, manufacturer name to be mentioned. Made in a certified HACCP environment -certified Halal and free of salmonella, bird flu and all other contaminants. Expire One year from the Date of production	1kg
6	DB	BE401	BEEF SMOKED PASTRAMI	KG	800.00	A Good quality smoked Beef with natural meat qualities and textures. Supplied IFQ, vacuumed packed, Individually packed in clear plastic 1KG pack, flavor good with light smoking. Good even color. Temperature -18'c, batch #, expiry, manufacturer name to be mentioned. Made in a certified HACCP environment -certified Halal and free of salmonella. Expire One year from the Date of production	1kg
7	DC	CH114	CHICKEN HAM LOAF	KG	1500.00	Good Quality natural flavor and textured meat product in line with international standards. Fresh, 75% muscle meat, low moisture, color stable, can be slice to 1.5mm without breakage. Supplied IQF, vacuumed packed, Individually packed in clear plastic 1KG pack, flavor good with as low a chemical smell as possible. Good even color on slicing. Temperature-18'c, batch, expiry, manufacturer name to be mentioned. Made in a certified HACCP environment - certified Halaal and free of salmonella, bird flu and all other contaminants, Should be HALAL Certified. Expire One year from the Date of production	1kg
8	DC	CH375	CHICKEN SAUSAGES 25GRM (COOKED WEIGHT)	KG	16,000.00	Good Quality natural Chicken Sausages with chunks and textured meat product in line with international standards. Fresh, 60-70% muscle meat and max 18% fat , low moisture, color stable, skin less 08cm Length, without breakage but thin enough to be palatable. Supplied IFQ, vacuumed packed, Individually packed in clear plastic 1KG pack, flavor good with as low a chemical stream as possible. Good even color on slicing. Temperature -18'c, batch, expiry, manufacturer name to be mentioned. Made in a certified HACCP environment - certified Halal and free of salmonella, bird flu and all other Contaminants. 28gr raw weight – 01 kg packing size, Expire one year from the date of production	1kg

9	DC	CH356	CHICKEN CHEESE AND ONION SUASAGE 25GRM	KG	250.00	Good Quality natural Chicken Sausages with chunks of meat and textured meat product in line with international standards. Fresh, 60-70% muscle meat and max 18% fat, low moisture, color stable, skin less, Length 08 cm without breakage but thin enough to be palatable. Supplied IFQ, vacuumed packed, Individually packed in clear plastic 1KG pack, flavor good with as low a chemical stream as possible. Good even color on slicing. Temperature -18'c, batch, expiry, manufacturer name to be mentioned. Made in a certified HACCP environment - certified Halal and free of salmonella, bird flu and all other contaminants. 28gr raw weight – 01 kg packing size, Expire one year from the date of production	1kg
10	DC	CH368	SUASAGE CHICKEN WITH KOCHCHI 50GRM (COOKED WEIGHT)	KG	50.00	Good Quality natural Chicken Sausages with chunks and fine chopped kochchi, textured meat product in line with international standards. Fresh, 75% muscle meat and max 18% fat, low moisture, color stable, 09cm length, skin less thick enough to contain sausage cooked without breakage but thin enough to be palatable. Supplied IFQ, vacuumed packed, Individually packed in clear plastic 1KG pack, flavor good with as low a chemical stream as possible. Good even color on slicing. Temperature -18'c, batch, expiry, manufacturer name to be mentioned. Made in a certified HACCP environment - certified Halal and free of salmonella, bird flu and all other contaminants. 55gr raw weight – 01 kg packing size, Expire one year from the date of production	1kg
11	DC	CH370	SAUSAGE CHICKEN VIENNA 25GRM (COOKED WEIGHT)	KG	3,600.00	Good Quality natural Chicken Sausages with chunks, Marinated with Mace Coriander and Ginger, textured meat product in line with international standards. Fresh, 60-70% muscle meat and max 18% fat , low moisture, color stable, skin less 08cm Length, without breakage but thin enough to be palatable. Supplied IFQ, vacuumed packed, Individually packed in clear plastic 1KG pack, flavor good with as low a chemical stream as possible. Good even color on slicing. Temperature -18'c, batch, expiry, manufacturer name to be mentioned. Made in a certified HACCP environment - certified Halal and free of salmonella, bird flu and all other contaminants. 28gr raw weight – 01 kg packing size, Expire one year from the date of production	1kg
12	DC	CH005	CHICKEN BOCKWURST	KG	300.00	Good Quality natural Chicken Bockwurst Skinless with chunks, Flavored with paprika, textured meat product in line with international standards. Fresh, 60-70% muscle meat and max 18% fat , low moisture, color stable, skin less 08cm Length, without breakage but thin enough to be palatable. Supplied IFQ, vacuumed packed, Individually packed in clear plastic	1kg

						1KG pack, flavor good with as low a chemical stream as possible. Good even color on slicing. Temperature -18'c, batch, expiry, manufacturer name to be mentioned. Made in a certified HACCP environment - certified Halal and free of salmonella, bird flu and all other contaminants. 28gr raw weight – 01 kg packing size, Expire one year from the date of production	
13	DC	CH004	CHICKEN BREAST SMOKED BONELESS	KG	3,094.00	Light Brown in color. Should be cured, preserved. Taken from Hens or Cock Breast Spiced and Smoked - Maximum Weight 150 GRM Each. Weight per packaging should be 2kg. Should be packed in a transparent plastic. Manufacturing Company Name, storage temperature, Production and expiry date, Product name, weight, ingredient list in individual package and outer package. HALAL only. HACCP facility supplied. Delivery and storage temperature ≤-180c. Three fourth (3/4) of the total shelf life at the time of delivery.	1kg
14	DL	LA001	LAMB SAUSAGES 50GRM (COOKED WEIGHT)	KG	510.00	Good Quality natural Lamb Sausages with chunks and textured meat product in line with international standards. Fresh, 75% muscle meat and max 18% fat, low moisture, color stable, 09cm length, skin less thick enough to contain sausage cooked without breakage but thin enough to be palatable. Supplied IFQ, vacuumed packed, Individually packed in clear plastic 1KG pack, flavor good with as low a chemical stream as possible. Good even color on slicing. Temperature -18'c, batch, expiry, manufacturer name to be mentioned. Made in a certified HACCP environment - certified Halal and free of salmonella, bird flu and all other contaminants. 55gr raw weight – 01 kg packing size, Expire one year from the date of production	1kg
15	DH	BE005	CHICKEN BACON 20GRM(COOKED WEIGHT)	KG	2,000.00	Good Quality natural flavor and textured meat Strips, in line with international standards. Fresh, 75% muscle meat, low moisture, color stable, can be slice to 1.5mm without breakage. Supplied IFQ, vacuumed packed, Individually packed in clear plastic 1KG pack, flavor good with as low a chemical stream as possible. Good even color on slicing. Temperature -180C, batch, expiry, manufacturer name to be mentioned. Made in a certified HACCP environment – certified, Halaal and free of salmonella, bird flu and all other contaminants. Sliced into RW 25g,01 kg packing size, Expire one year from the date of production	1kg

16	NA	CRO02	CHINESE ROLL VEGETABLE 60g	EA	60,000.00	48 in each box each item Raw weight of 66gr, Filling should be 40% of the weight of the product and a minimum and at least 50%vegetables in the filling mixture, Good Quality natural spicy flavor and textured product in line with international standards. Supplied IFQ at Temperature 18'c, with batch, expiry, and manufacturer name to be mentioned. Made in a certified HACCP environment Expire one year from the date of production	1kg
17	NA		CHINESE ROLL FISH 60 G	EA	84,000.00	48 in each box each item Raw weight of 66gr, Filling should be 40% of the weight of the product and a minimum and at least 50 % lean Fish in the filling mixture, Good Quality natural spicy flavor and textured product in line with international standards. Supplied IFQ at Temperature -18'c, with batch, expiry, and manufacturer name to be mentioned. Made in a certified HACCP environment Expire one year from the date of production	1kg

Section III. Price Schedule Form

No	Gr	Code	Item Description	UOM	Price(Delivered to SLC) LKR	Lead Time	MOQ
1	DC	CH363	SAUSAGES CHICKEN LINGUS 25GM	KG			
2	DC	CH355	CHICKEN LINGUS SAUSAGES 50g (COOKED WEIGHT)	KG			
3	DL	LA002	LAMB SAUSAGES 25g (COOKED WEIGHT)	KG			
4	DC	CH302	CHICKEN MEAT BALLS 16.67GM	KG			
5	DC	CH010	FRYS CHICKEN DRUMSTICK 20PCS/1KG	KG			
6	DB	BE401	BEEF SMOKED PASTRAMI	KG			
7	DC	CH114	CHICKEN HAM LOAF	KG			
8	DC	CH375	CHICKEN SAUSAGES 25GRM (COOKED WEIGHT)	KG			
9	DC	CH356	CHICKEN CHEESE AND ONION SUASAGE 25GRM	KG			
10	DC	CH368	SUASAGE CHICKEN WITH KOCHCHI 50GRM (COOKED WEIGHT)	KG			
11	DC	CH370	SAUSAGE CHICKEN VIENNA 25GRM (COOKED WEIGHT)	KG			
12	DC	CH005	CHICKEN BOCKWURST	KG			
13	DC	CH004	CHICKEN BREAST SMOKED BONELESS	KG			
14	DL	LA001	LAMB 50GRM (COOKED WEIGHT)	KG			
15	DH	BE005	CHICKEN BACON 20GRM(COOKED WEIGHT)	KG			
16	NA	CR002	CHINESE ROLL VEGETABLE 60g	KG			
17	NA	CR006	CHINESE ROLL FISH 60 G	KG			

Other conditions -

- Payment Term - 45 days credit.
- Sample submission is mandatory along with bid as per the above given deadline.
- Selected bidder should deliver the products to SLC at free of charge basis
- Contract period would be one year based on the SLC requirement
- No price fluctuations are allowed during the first six months of the contract period.
- Financial evaluation will be carried based on the internal exchange rates of SLC
- Orders will be placed monthly based on the SLC requirement

Name of the bidder :

Address :

Contact details :

E-mail address :

Signature and company stamp:

Section IV. Vendor Information Form



VENDOR INFORMATION FORM SRILANKAN CATERING LIMITED

Section A – Basic Information of the Vendor

1. Registered Name of the Vendor	
2. Registered Address	3. Check Delivery Address
4. Date of Incorporation	5. Business Registration Number
6. Country of Incorporation	
7. Nature of the Business	8. Business Type (Local/ Import)
	9. Currency:
10. Telephone and Fax Numbers Telephone : Fax :	11. E-mail Address
12. Other Contact Details (If Any)	
13. Registered Name and the Address of Local Agent (If Any)	

Section B – Bank Details of the Vendor

14. Name of the Bank and the Address

15. Account Number

16. SWIFT Code / SORT Code

17. Payment Terms

18. Registered for VAT : YES/ NO

If YES, VAT Registration Number :

Section C – Details of the Directors, Shareholders and Related Parties

19. Name(s) of the Directors

20. Name(s) of the Shareholders

21. Name(s) of the Directors of parent/subsidiary who are also Directors of SriLankan Catering Limited	
22. Name(s) of the Directors of parent/subsidiary who are also Employees of SriLankan Catering Limited	
23. Names of Close Family Members who are either Directors/Employees of SriLankan Catering Limited	

Section D – Conflict of Interest		
24. I hereby certify that to my knowledge, there is no conflict of interest involving the vendor named below:		
	Yes	No
I. No SLC employee or SLC employee’s immediate family member has an ownership interest in vendor’s company or is deriving personal financial gain from this contract.		
II. No retired SLC employee who has been retired or separated from the SLC for less than one (1) year has an ownership interest in vendor’s Company.		
III. No SLC employee is contemporaneously employed or prospectively to be employed with the vendor.		
IV. Vendor hereby declares it has not and will not provide gifts or hospitality of any monetary value or any other gratuities to any SLC employee to obtain or maintain a contract.		
V. Please note any exceptions below: Name of SLC employees, elected officials, or immediate family members with whom there may be a potential conflict of interest I. Name :----- II. Relationship to employee:----- III. Interest in vendor’s company:----- IV. Other:-----		

Section E – Supporting Documents

25. Please Attach Copies of ,

- I. Business Registration
- II. Form 20 (Names of the Directors)
- III. VAT/SVAT Registration/ Details
- IV. Attach a Copy of Bank Statement/ Bank Book/ Bank Details printed on Company Letterhead.
- V. Three Years Audit Statement Signed by Approved Accountant

As authorized representative of [Name of the Vendor], I hereby confirm on behalf of [Name of the Vendor] that the information provided above are true and accurate and acknowledge that the bid of [Name of the Vendor] submitted herewith shall be rejected in the event all or any of the information submitted above is found to be incorrect.

Details of the Vendor’s Authorized Signatory

Name:

Designation:

Date:

Signature & Company Rubber Stamp:

OFFICE USE ONLY

SECTION E : VENDOR REGISTRATION DETAILS	
26. System	
<input style="width: 100%;" type="text" value="INFLAIR"/>	<input style="width: 100%;" type="text" value="ORACLE"/>
27. Supplier Selection Criteria	
28. Supplier Code	
29. Estimated Value of the Contact (Based on the Estimated Consumption)	
Approval Manager – Procurement and shipping	Approval Manager - Finance

<Company Letter Head>

<Date>,
Accountant – Payments and Compliances,
SriLankan Catering Limited,
Bandaranaike International Airport,
Katunayake.

Dear Sir,

PROCESSING OF PAYMENTS THROUGH ONLINE/INTERNET BANKING

This is to inform you that <Supplier Name> bank details as follows for transfer future payments.

Company Details	Bank Details
Name of the Bank (HNB account holders will get payment on the same day)	
Branch Name	
Account Number	
Bank Code (If any)	
Branch code (If any)	
SWIFT Code (If any)	
IBAN (If any)	
Contact Details	
e-mail Address (for payment notification)	
Mobile Number (to send you remittance via SMS alternatively) (Not applicable for foreign Suppliers)	
Name of the contact person (to be contacted for clarifications, if any)	

Your corporation in this regard is highly appreciated.

Thanking you.
Yours faithfully,

.....
<Authorized Signature>
<Designation>