

Amekaru



ORDER FORM

PROCUREMENT DIVISION
(LOCAL PROCUREMENT SECTION)
SRI LANKA AIR FORCE

2. CONTACT DETAILS

Procurement Division
Air Force Headquarters,
Defence Headquarters Complex,
P.O. Box 594,
Sri Jayawardanepura Kotte.
Telephone: 2321199, 2441044
Ext: 12905-6
Fax: 2385876, 2587864

Reference :- PUR/1315/2/EQ
Date :- 16/11/25

3. SUPPLIER DETAILS

EWIS PERIPHERALS PVT LTD

142 YATHAMA BUILDING GALLE RD COLOMBO 03

Tel : 0117496000

Email : peripherals@ewis.net dineshw@ewis.net

Fax : 0112380580

4. PURCHASE DETAILS

PURCHASE OF COLOUR TONER CARTRIDGES FOR LEXMARK CS622DE LASER PRINTER In terms of
Procurement Guidelines (2024) SLAF Order No. PD/L/ST/25/10112

Reference your quotation CBO/25/EQ/ST/1010 dated MTB 28/10/25

5. GUIDELINES FOR SELLER

- Items to be delivered to within 56 days from the date of receipt of the order and items should not be delivered after 15.00Hrs.
- Please collect the delivery note from C&C section before delivering the items to No 01 S&MD Katunayake. (Tel:2321199,2441044 Ext:12943 or 12946 SLAF Fax No: 2447145, However incase the delivery location is changed to another location, please adhere to follow instruction in para a.
- When the delivery of items not taken place within the validity period as required by the SLAF, same will be collected by SLAF and cost of fuel / transport charges and 25% of departmental charges will be deducted against the final bill.
- Items are to be delivered with an invoice and SLAF F-666 attached with a stamp valued Rs.25.00 (If the payment is over Rs.25,000.00) and affixing company rubber seal on the stamp. (A copy of SLAF-F666 attached herewith).
- Please contact PC&E section AFHQ (Tel :2342548/2441044 Ext: 11912 or 11950) for payment matters.
- Provided samples, which are not accounted for the total order form quantity at the delivery are to be collected within 30 days and SLAF will not be responsible for the non collected samples after the dead line.
- The Seller has to deliver the goods within the delivery period and a delay charges will be imposed for any delay as follows,
* one percent (1%) of the contract value per week of the delayed goods or 0.05% of the contract value per days of delay for services, subject to maximum 10% of the total contract value
- All queries related to Procurement should be made from local Procurement section LPO and further request 0112321199

6. ITEM DESCRIPTION

Vote : DIT's vote

PURCHASE OF COLOUR TONER CARTRIDGES FOR LEXMARK CS622DE LASER PRINTER
As Per Attached List

Sub Total

396000.00

Vat 18.00%

71,280.00

467,280.00

D/No. DIT251166ST-IOR

Min.No MTB 3357

VAT Reg.No :

REQ: PURCHASE OF COLOUR TONER CARTRIDGES FOR LEXMARK CS622DE LASER PRINTER
PURCHASE OF COLOUR TONER CARTRIDGES FOR LEXMARK CS622DE LASER PRINTER
Credit Period - 45 Working Days
Delivery period: Within 6-8 Weeks
Delivery to Equipment Section SLAF Station SJP.
Original cartridge to be supplied.

ORDER CONFIRMED
TO SUPPLIER

Date : 10/11/25

Sig.

7. COMMITMENT DETAILS

0311

Note : This Signature is for official use only, not for releasing goods for seller.

8. PROCUREMENT OFFICERS AUTHENTICATION

Note : Do not release goods from seller without original signature and rubber stamp of the procurement officer.

AGBP KUMARASINGHE

Squadron Leader

Staff Officer Procurement (Local)