

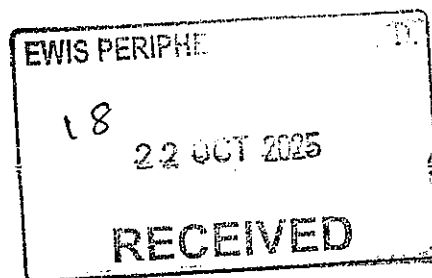
My No: **DB/FMR/FD/2025/52**

Tel. No. : 0112961218/0112955282  
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E mail : finmed@kln.ac.lk

Finance Branch  
Faculty of Medicine,  
University of Kelaniya  
Ragama.

15.10.2025

The Manager  
EWIS Peripherals (Pvt) Ltd.  
Yathma Building  
142, Galle Road  
Colombo 03



Dear Sir/Madam,


**CALLING SEALED QUOTATIONS FOR PHOTOCOPIER**

Please send your quotations under sealed cover for the items listed below, on or before **28.10.2025** at 2.30 p.m. to the Deputy Bursar, Faculty of Medicine, University of Kelaniya, No. 06, Thalagolla Road, Ragama. The quotations shall be opened immediately after the deadline for submission of quotations.

These quotations should be valid for a period of 02 months (60 days) from the date of submission. If the quotations are not in the order specified, it will be rejected without any further correspondence.

**Important:**

1. Alternative Quotations or Options shall not be considered and will reject all.
2. The Suppliers are not followed to quote for less than the quantities mentioned and if so, will be rejected.
3. The correction fluids shall not be used on Quotation.
4. Quotation sent by E-mail, Fax or any other electronic media will be rejected.
5. **You shall forward the quotations through the registered post or deposited in the tender box kept in the Finance Division, Faculty of Medicine, Ragama.**
6. It is important to sign and stamp the quotations with the rubber stamp of the supplier's organization and if not, will be rejected.
7. Please be kind enough to include all specifications, & relevant brochures, product details and catalogue for the above, when you forward the quotations.
8. Please submit your quotation indicating **"DB/FMR/FD/2025/52"** on top left hand corner of the envelope.
9. In case the format below does not provide enough space for pricing, please use another sheet in the same format as an attachment.
10. Please note that it essential that the relevant equipment/Goods is provided on one month credit basis.

  
**Deputy Bursar**  
**Faculty of Medicine**