



IND-EXPO CERTIFICATION LIMITED  
ASSESSOR'S OBSERVATIONS REPORT  
(To be filled by each assessor during the audit)

Company Name: <u>Manulas pest</u>			
Date of Audit: <u>2022-10-28</u>			
Type of Audit: ( <u>Stage II</u> , Surveillance, Recertification, Special Audit, Follow-up audit, etc)			
Type of Management System : ( <u>ISO 9001</u> , ISO 22000, ISO 14001, OHSAS, GMP,etc)			
Seri. No:	Clause No:	FINDINGS	NCR(minor or major) / Observation (Remaining / Cleared)
1.	05,	⊗ A extend document is not available. [not control service]	
2.			
3.			
4.			

Doc. No. : QP-06-F-08

Issue No. : 02  
Rev.No:00

Issue Date : 2017-11-08  
Rev .Date : --

Reviewed and approved by : Director

Issued by : Management Representative  
Page 0 1 of 02



IND-EXPO CERTIFICATION LIMITED  
ASSESSOR'S OBSERVATIONS REPORT  
(To be filled by each assessor during the audit)

Seri. No:	Clause No:	FINDINGS	NCR(minor or major) / Observation (Remaining / Cleared)
5.			
6.			
7.			
8.			
9.			
10.			
<b>Signature &amp; Name of Assessor:</b>			

Doc. No. : QP-06-F-08

Issue No. : 02  
Rev.No:00

Issue Date : 2017-11-08  
Rev .Date :--

Reviewed and approved by : Director

Issued by : Management Representative  
Page 0 2 of 02



IND-EXPO CERTIFICATION LIMITED  
INTEGRATED MANAGEMENT SYSTEMS CERTIFICATION SCHEME  
NON-CONFORMITY REPORT

Name of Organization: Manulas pest control & fumigation (pvt) ltd

NC No. : of

Section : Management

Team Leader : Aruna Amaradasa

Relevant Standard : ISO 9001: 2015

Auditor :

Relevant Clause : 6.2.2

Date of audit: 2022-10-28

Relevant company document :

Non-conformity detected:

Category : Major/Minor

Process of establishment of planning to achieve objective is not effective.

Eg: Planning of objectives have not been adequately defined.

.....  
Auditor

.....  
Team Leader

.....  
Auditee

Correction:

Objectives and annual plan was combined to create the milestones and numerical values.

.....  
Auditee

2022/11/16  
.....  
Date

Root cause for Non-conformity:

Long term and short term action plans were not finished.

.....  
Auditee

2022/11/16  
.....  
Date

Doc. No. : QP-18-F-01

Issue No. : 07

Issue Date : 2018-01-02

Rev No : 00

Rev Date : 00

Reviewed and approved by : Director

Issued by Management Representative



IND-EXPO CERTIFICATION LIMITED  
INTEGRATED MANAGEMENT SYSTEMS CERTIFICATION SCHEME  
NON-CONFORMITY REPORT

Corrective action:

Date of completion:

01. Long-term action plan and short-term action plan were finished with actual time frame.
02. Action responsibility was explained to all department heads.

.....  
Auditee

.....  
Date

2022/11/10

Verification of corrective action:

NC Closed/Open

Corrective action is satisfied

.....  
Auditor

.....  
Date

2022-11-22

Effectiveness of corrective action:

.....  
Auditor

.....  
Date

Company Name: Manulas Pest Control & Fumigation Company (Pvt) Ltd	New Propose Objectives with Action Plan.	Doc No-QMA-MANULAS (ETER)
Issue No-01	Issue date-28/10/2022	Revision No-
Revision Date-		

No	Department	Objective	Action Plan for Achieving of objective	Expected Time Period	Responsible Person(s)	Accountability
1	Sales and Marketing	i. Be a market leader as a leading pest Control & Fumigation Company in The Country  ii. Monthly Sales Turn over minimum 4 Million	i. Continue market study with latest technologies ii. Provide adequate training for each marketing officer for separate industries to make expertise service iii. Increases client base gradually due to the given target in each industry iv. Create smart treatment options due to the customer willingness	<ul style="list-style-type: none"> <li>April of 2024</li> </ul>	<ul style="list-style-type: none"> <li>Sales and Marketing manager</li> <li>Marketing executives</li> </ul>	GM
2	Technical	i. Zero customer Complaint for each month  ii. Agro pest management program initialization	i. Generating minimum 100 inquiries and quotations per each month ii. Continues following up with minimum weekly frequency. iii. Updating daily inquiry registration  i. Continuous visiting of clients by both technical team and marketing team ii. Customer awareness programs iii. Customer feedbacks i. Conducting trial programs and market study	<ul style="list-style-type: none"> <li>Each month 1<sup>st</sup> to 30<sup>th</sup> (Effective from 1<sup>st</sup> of December 2022)</li> <li>Each month</li> <li>April of 2023</li> </ul>	<ul style="list-style-type: none"> <li>Sales and Marketing manager</li> <li>Marketing executives</li> <li>Entomologist</li> <li>Field Biologist</li> <li>Entomologist</li> </ul>	GM

Prepared By Manager Operations	Approved By GM: -
Signature & Date	Signature & Date -

Company Name: Manulas Pest Control & Fumigation Company (Pvt) Ltd

New Propose Objectives with Action Plan.

Doc No-QMA-MANULAS (ETER)

Issue No-01

Issue date-28/10/2022

Revision No-

Revision Date-

3	Operation	i. Utilize the resources of the organization to create services that satisfy the needs of the customer	i. Preparing working & chemical scopes for each job ii. Preparing post inspection schedule for each job	<ul style="list-style-type: none"> <li>January of 2023</li> <li>January of 2023</li> </ul>	<ul style="list-style-type: none"> <li>Operation Manager</li> <li>Supervisors</li> <li>Technicians</li> </ul>	GM
		ii. Professional technical team	i. Provide adequate training people who handling instrument and evaluate for training needs. ii. Preparing the training calendar iii. Staff awareness programs	<ul style="list-style-type: none"> <li>Quarterly in each year</li> <li>January of 2023</li> <li>Quarterly in each year</li> </ul>	<ul style="list-style-type: none"> <li>Operation Manager</li> <li>Supervisors</li> <li>Technicians</li> </ul>	
		iii. Machine maintaining and recovering	iv. Service all listed instrument in correct time.	<ul style="list-style-type: none"> <li>According to recommended frequency</li> </ul>	<ul style="list-style-type: none"> <li>Operation Manager</li> <li>Supervisors</li> <li>Technicians</li> </ul>	
		i. Cash collection before the dead line ii. Maintain the reorder levels	i. Implementation of proper reminding system ii. Installing of buffer stocks due to the monthly consumption	<ul style="list-style-type: none"> <li>April of 2023</li> <li>January of 2023</li> </ul>	<ul style="list-style-type: none"> <li>Finance admin assistant</li> <li>Finance admin</li> </ul>	

Prepared By Manager Operations

Approved By GM: -

Signature& Date

Signature& Date -






**IND-EXPO CERTIFICATION LIMITED  
INTEGRATED MANAGEMENT SYSTEMS CERTIFICATION SCHEME  
NON-CONFORMITY REPORT**

Name of Organization: Manulas Pest Control & Fumigation (Pvt) Ltd

NC No. :      of

Section : HR

Team Leader : Aruna Amaradasa

Relevant Standard : ISO 9001:2015

Auditor : Isuru Ilangakoon

Relevant Clause : 7.2 (c)

Date of audit: 2022-10-28

Relevant company document :

Non-conformity detected:

Category : Major/Minor

process of evaluate the effectiveness of training is not adequate.

Ex: Introduction of pest Management & Quality Plan

[Signature]  
.....  
Auditor

[Signature]  
.....  
Team Leader

.....  
Auditee

Correction:

Developing a evaluation process for each training.

[Signature]  
.....  
Auditee

2022/11/16  
.....  
Date

Root cause for Non-conformity:

Due to the small number of the staff members, upto now the awareness and training evaluation were done in the field by observations. A document was not maintained.

[Signature]  
.....  
Auditee

2022/11/16  
.....  
Date

Doc. No. : QP-18-F-01

Issue No. : 07

Issue Date : 2018-01-02

Rev No : 00

Rev Date : 00

Reviewed and approved by : Director

Issued by Management Representative



IND-EXPO CERTIFICATION LIMITED  
INTEGRATED MANAGEMENT SYSTEMS CERTIFICATION SCHEME  
NON-CONFORMITY REPORT

Corrective action:

Date of completion:

01. Developed a marking scheme to evaluate the trainee at the end of the training.

  
.....  
Auditee

2022/11/16  
.....  
Date:

Verification of corrective action:

NC Closed/ Open

corrective action is satisfied

  
.....  
Auditor

2022-11-22  
.....  
Date:

Effectiveness of corrective action:

.....  
Auditor

.....  
Date

Doc. No. : QP-18-F-01

Issue No. : 07

Issue Date : 2018-01-02

Rev No : 00

Rev Date : 00

Reviewed and approved by : Director

Issued by Management Representative

Company Name: Manulas Pest Control & Fumigation Company (Pvt) Ltd	Employee Training Evaluation Record	Doc No-QMS-MANULAS (ETER)
Issue No-01	Issue date-28//2022	Revision No-
Revision Date-	Evaluation date- 2022/10/29	Training date- 2022/09/16



Name of the Employee: - ..... W. Pabudu Kumara .....

Title of Training Programme: - ..... Introduction of IPM & QP .....

If the following sentence is true, put (T) and if not, put (F) in the answer box.

No	Question	Answer	Marks
1.	Any organism can be a pest due to the population.	T ✓	20
2.	Insects are so successful due to hard living conditions and structure of the body.	T ✓	10
3	Regulation of insect population is called as "IPM"	F ✓	10
4	Integrated pest management is a very old concept in pest management.	T ✓	10
5	Only 3 main steps can be identified in IPM.	F ✓	10
6	Cross contamination is an impotent factor IPM in food industry	T ✓	10
7	Meaning of "quality" is not important for the technical staff.	F ✓	20
8	Only food companies need a quality plan.	F ✓	10
Total Marks Obtain			100

Company Criteria for Training Evaluation Must be Taken 40 marks to get through the training evaluation, if not he has to repeat the evaluation again within 3 months.

Prepared By Manager Operations	Approved By GM: - 
Signature & Date 	Signature & Date -

# ASSOCIATED MOTORWAYS (PRIVATE) LIMITED REGISTRATION OF NEW SUPPLIERS FOR THE YEAR 2023

Applications are invited from reputed suppliers to register themselves for the supply of under mentioned goods, materials, equipment and provision of services to Associated Motorways Group for the year 2023.

No.	MAIN CATEGORIES	SUB CATEGORIES
1	Engineering & Civil Works	1.1 Car Construction Plumbing, Masonry, Painting, Plastering, Ceramic Tiles, Porcelain Tiles, Interior Solutions, Electrical Work, Aluminium work
		1.2 Electronic Equipment, Generators, Air conditioners, Elevators Supply / Installations / Long Maintenance & Repairing Services
		1.3 Supply all kinds of building maintenance Materials (Cement, Sand, Metal, Bricks, GI Steel, Roofing, Plywood, MDF Boards, PVC Pipe fitting and accessories, Tiles, Bathroom fitting etc.)
		1.4 Supply of Electrical Equipment & Accessories (Wires, Circuit breakers, Switch boards, LED light etc.)
		1.5 Fire Extinguishers, Fire Doors, Fire protection solutions, Fire Evacuation / Map / Plan, Fire Alarming
		1.6 CCTV, Finger printing Machines
		1.7 PA&S, TV, Wall brackets & TV installation, Digital cameras, Projectors, Screen Repair & installation
		2.1 Office & other Furniture (Office chairs, tables, sofas, filing cabinets, side chairs, cubboards, and any other type of office furniture) / Steel Furniture
		3.1 Fax machines, Printers & Photocopiers, Safes & Steel Cash boxes, Franking machines, Cash Counting machines, Multimedia Projectors, Office Identity cards, Laptop Bags etc.
		3.2 All types of stationery & Blank computer forms, Photocopy Papers
		4.1 IT Hardware & Accessories (PC's, Laptops, Printers, Scanners, Monitors, mobile laptop battery, power adapter, USB Dongle & Barcode Machine etc.)
		4.2 IT Networking Equipments (routers, Switches etc.)
		4.3 Power Supply Unit (UPS)
		5.1 IT Software (Operation Systems, SW License, Database & Application software)
		6.1 IT Infrastructure (Servers & Storage)
		6.2 IT Equipment Service & Maintenance, Network cabling
6.3 IT Equipment & Infrastructure Hires (PC, Laptops, Projectors & other IT equipment Rental services)		
7.1 IT Consumables (Tapes, Ribbons & Toner, Cartridges, CD)		
8	Printing	8.1 Supply of general printing items (Letterheads, Visiting Cards, Leaflets, Books, Envelopes, Stationery, Catalogues, Brochure, Banglers, Annual Reports, letter merging)
		8.2 Computer Forms
		8.3 Name Boards and Banners
		8.4 One day printing services (visiting card, letterheads, Certificate, Leaflet etc.)
		9.1 Outdoor Advertising (Work) Banners, Branding, Leaflets, Posters & other point of sale material
		9.2 Outdoor Advertising (Dealer boards, Led panels, Light boards, Wall painting, Name boards, A-Boards, Corrugated boards, Banners, X-Pennants / Pull-up stand, Flag poles Rental basis etc.)
		9.3 Branding (Corporate branding/Dealer branding)
		9.4 Promotional items (Corporate gifts, T-shirt, Caps, Tents / Canopies, Motorcycle jackets, Flings, Bunting, keychains/lockets/mini-albums, Badges, Trophies, Tissue boxes, Diapers, socks, toilet holders, paper pins, file pins, Hobbies, Umbrella, Traveling bags, Paper bags, Key tags, Hampers, Sound systems, Event Management, Mountain Stairs etc.)
		9.5 Hoarding Sites
		9.6 Vehicle Branding, Lorry body fabrication
		10.1 Equipment & General tools
		10.2 Lubricants & Car care products (Car Wash, Tyre Shine, Interior Cleanin, Air Fresheners etc.)
		10.3 Auto Parts & Materials, Motor Rewinding, Banana Inset Fabrication
		10.4 Body Shop Accessories (Paint Gun, Dent Puller etc.)
		10.5 Hardware items (Nuts & Bolts, Iron, Empty Tin, etc.)
		10.6 Gas, A/C Gas (134, 141) NDB, ND 9, Oxygen, Acetylene, Agro Shield, Paq Oil, A/C Flushin liquid
10.7 Batteries, Tire & Tube		
10.8 Car Audio, Video System, Reverse Camera & vehicle Accessories, Vehicle air, UV Laminator, Yamaha Wave Runner, auto package, speaker		
10.9 Vehicle Body Kits & Fiber Glass Accessories, Alloy Wheel, Vehicle cut glass, Hood racks		
10.10 Lorry Body Builders, Tractor Auto Hitch, 3-Wheeler Side doors, Tractor Trailer, Tractor rotary slasher, Tractor front loader/Blade/Weight, Tractor Winch, Disc Plough, Panner bags for Motor cycles, Fiber Bed liner, Wave runner trailer, Wave runner fenders, Life jacket, Deck high/ Spottacarry type / Fixing canopy, Rear tow hook		
10.11 Fabricating & Installing A/C Systems for vehicles, Office A/C services & Maintenance		
10.12 Vehicle Carpeting, Vehicle new seat fitting & Cushion Works, etc.		
10.13 Upgrade vans for ambulance requirements		
10.14 Vehicle Interior / Exterior Cleaning, Polishing & Dressing up for delivery		
10.15 Workshop Accessories (Tire changers, Wheel Balancing Machine, Hobs, Compressor etc.)		
10.16 Cotton Waste, Gloves, Mask, Masking Paper, Masking Tape, Corbrust, Duster, Disinfection mats, etc.		
10.17 Micro Finer Cleaning Cloths, Leather Cloths, Rubber Cloths, Car deodorizer		
11	Specialized Service	11.1 Agents for registering RMV Vehicle / Manpower Services / Headhunting Companies
		11.2 Courier Services Domestic
		11.3 Pest Control
		11.4 Bottled Water Suppliers
		11.5 Janitorial Services
		11.6 Security Services
		11.7 Tea Services / Nescafe Machine Providers (Rent/Purchase)
		11.8 Photocopier / Printer Fleet Management services
		11.9 Car Camar service providers, Boom Truck Service, Gully bowser Service
		11.10 Hireson Services (Cable services, Hand Aids services, Trolleys for special needs drivers, Tractor transport services, Staff Transport Services, etc.)
		11.11 Document management / File archive
		11.12 Cartoons, Catering Services
		11.13 Cargo Services
		11.14 Construction & Repairs of Building with Technical Service/ Consultancy Services
		11.15 Construction of sewerage treatment plant & waste water disposal systems
		11.16 Cushioning of chairs, repairs of office furniture
11.17 Drainage system maintenance & Sanitary bin services, Gully bowser services		
11.18 Landscaping / Garden Maintenance / Hiring of Indoor Plants		
11.19 Labour Supply Services, Manpower Services & Nursing services		
11.20 Translators (Japanese to English)		
11.21 Printer Fleet Rent Out		
11.22 Debt collection services / Property Valuation Services / Vehicle Valuation Services		
11.23 Training Providers- First Aid & Fire, etc.		
12	Uniform & Safety Items	12.1 Staff Uniform (Gents Shirts, Trousers, Ties, Normal Shoes, Ladies Blouse / Skirts, Pants, Giorl)
		12.2 Safety Items (Safety Shoes, Safety spectacles, Helmet, gloves, Mask, Gum Boots etc.)
13	Welfare Items	13.1 Medicines, Milk Powder, Sugar, Medicine and Medical Equipment, Tissue, nail brush, hand Sanitizer, surface disinfectant
14	Clearing Agents for 2023	14.1 RORO clearance - Hambantota, Colombo
		14.2 Containerized cargo, Lubricants, Tyres, Bales, Three wheelers, Yamaha 95M units, Yamaha Generator units, CNH units
		14.3 Vehicle Spare parts clearance
		14.4 Factory Raw Materials clearance
		14.5 Export Handling
		14.6 International Courier Services
15	Natural Rubber	15.1 3X & RSS 3/4 Grades, TSR-20 Reclaim rubber
16	Rubber Chemicals	16.1 Tyre dust, Coconut shell powder, Keolin, Nylon friction coats, Cotton flock, CaCO3, Fly ash, Asphalt MC Lube, CI Resin, TDD/TMO, TBBS, Phenol, Formaldehyde Resin, Pinester, Sulfur, Silica, Winstay, L-Lowmox, GPU, Ione, Chlorol, IB, PEG 4000, TMTM, Wood Resin, DPO, White Oil, Surfactant, Keula FRC, Zinc Stearate, Titanium Dioxide, TQ2, PVI, DSX330 (without H), Rheocoll, RB Nylon Flock, Silane Acid, Rubber Process Oil, MC Wax, SPPD, Super Fine Reclaimed Rubber, BR 01, ZnO 99.9%, Nylon Cord, Steel 0.91 etc.
		17.1 Soft soap, Dust seal oil, Nylon castor wheel, Stapler pins, Strapping clip & tape, Silicon Emulsion, Tyre repair patches, Tyre flap, Iron in Outer, Tyre paint, Tyre Sprayer, Trimmer Blade, Glass beads, conveyor belt
18	Packing materials and Polythene	18.1 All kind of Packing materials, Corrugated boxes
		18.2 DPE, HDPE, RECYCLE and Bag type polythene, Flip wrappers, Five bags, Strapping bags, Plastic items such as boxes etc.
19	Warehouse Requirements	19.1 Fork Lift, Pallet Truck and Racking system, Super market trolley, Flat top Trolley, Ladders, etc.
		20.1 Iron, Steel plate, Cardboard, Oil Barrel, Waste Oil Barrel, Empty Oil Barrel, Polythene, Steel & Wooden Pallets, etc.

- All suppliers must submit a copy of the business registration and company profile, bank details.
- Registrations would be considered subject to assessment / evaluation procedure and will be rejected if the information provided found to be false or inaccurate.
- All applicants must have minimum of two year experience as goods or service supplier and must furnish a list of reference of the previous client base.
- Registered suppliers who fail to meet deadlines and maintain quality and standards up to the desired levels would be black-listed and removed from the supplier list of the company by the procurement department.
- Suppliers will be registered under each category of goods or services. If a single supplier is handling more than one category, each category must be separately registered and supplied accordingly.
- Suppliers must offer a minimum of 30 days credit period.
- Damaged or poor quality items will be returned and those must be replaced at earliest as possible.
- The suppliers should transport the goods to Associated Motorways (Pvt) Ltd Premises.
- Application forms can be obtained from the head office located at the address given below or sending e-mail to the [amal.pathirana@amw.com](mailto:amal.pathirana@amw.com)
- The company reserves the right to accept or reject any application sent for registration without assigning any reason.
- Existing registered suppliers are not required to register.
- Sealed documents indicating "Supplier Registration" on the top left hand corner to be sent by post to below address under registered cover or may be personally handed over to the Main Security Office, Associated Motorways (Pvt) Ltd, No. 185, Union Place, Colombo 02 (before 4 pm, 31st October 2022).

Company Name: Manulas Pest Control & Fumigation Company (Pvt) Ltd	Employee Training Evaluation Record	Doc No-QMS-MANULAS (ETER)
Issue No-01	Issue date-28//2022	Revision No-
Revision Date-	Evaluation date- 2022/10/29	Training date- 2022/09/16



Name of the Employee: - Nousan Sampath

Title of Training Programme: - Introduction of IPM & QP

If the following sentence is true, put (T) and if not, put (F) in the answer box.

No	Question	Answer	Marks
1.	Any organism can be a pest due to the population.	T ✓	20
2.	Insects are so successful due to hard living conditions and structure of the body.	T ✓	10
3	Regulation of insect population is called as "IPM"	T +	
4	Integrated pest management is a very old concept in pest management.	F ✓	10
5	Only 3 main steps can be identified in IPM.	F +	
6	Cross contamination is an impotent factor IPM in food industry	F +	
7	Meaning of "quality" is not important for the technical staff.	T +	
8	Only food companies need a quality plan.	F ✓	10
Total Marks Obtain			50

Company Criteria for Training Evaluation Must be Taken 40 marks to get through the training evaluation, if not he has to repeat the evaluation again within 3 months.

Prepared By Manager Operations	Approved By GM: - 
Signature & Date 	Signature & Date -



# PROCUREMENT NOTICE

## CEYLON PETROLEUM CORPORATION

**PEST CONTROL SERVICE TO CPC  
HEAD OFFICE, BITUMEN & LUBRICANT  
STORAGE COMPLEX AT MUTHURAJAWELA  
& SERVICE STATION WORKSHOP AT  
KOLONNAWA, ORUGODAWATTA & NYLON  
06 FOR A PERIOD OF ONE YEAR (2023)**

**B/56/2022**

The Chairman, Departmental Procurement Committee on behalf of Ceylon Petroleum Corporation (CPC) invites sealed Bids from eligible Bidders for the Pest Control Service to CPC Head Office, Bitumen & Lubricant Storage Complex at Muthurajawela & Service Station Workshop at Kolonnawa, Orugodawatta & Nylon 06 for a period of One Year (2023).

To be eligible for awarding the Contract, the successful Bidder shall not have been blacklisted and shall have complied with the eligibility and qualification criteria stated in the Bidding Document.

Bidding documents can be obtained on working days between 0900 hrs and 1500 hrs up to 17.11.2022 from the Office of Manager (Procurement & Stores), Ceylon Petroleum Corporation, 1st Floor, No. 609, Dr Danister De Silva Mawatha, Colombo 09, or a written request, after payment of non-refundable fee of Rs. 1,000.00 (Rs. 848.36 + 2.5% SSCL + 15% VAT per set) or downloaded from CPC website i.e. <http://ceypetco.gov.lk/public-tenders/>.

Bids will be closed at 1400 hrs on 18.11.2022 and opened immediately thereafter at the Office of Manager (Procurement & Stores), Ceylon Petroleum Corporation at the address given below.

Clarifications (if any) shall be sought from the undermentioned Telephone/Fax Numbers.

**Chairman  
Departmental Procurement Committee,  
C/o Manager (Procurement & Stores),  
Ceylon Petroleum Corporation,  
Procurement & Stores Function,  
1st Floor,  
No. 609, Dr Danister De Silva Mawatha,  
Colombo 09.**

Tele : 011-5455335

Fax : 011-5455424

Company Name: Manulas Pest Control & Fumigation Company (Pvt) Ltd	Employee Training Evaluation Record	Doc No-QMS-MANULAS (ETER)
Issue No-01	Issue date-28//2022	Revision No-
Revision Date-	Evaluation date- 2022/10/29	Training date- 2022/09/16

Name of the Employee: - Chamine Pshanka

Title of Training Programme: - Introduction of IPM & QP

If the following sentence is true, put (T) and if not, put (F) in the answer box.

No	Question	Answer	Marks
1.	Any organism can be a pest due to the population.	T ✓	20
2.	Insects are so successful due to hard living conditions and structure of the body.	T ✓	10
3.	Regulation of insect population is called as "IPM"	T ✗	
4.	Integrated pest management is a very old concept in pest management.	T ✗	
5.	Only 3 main steps can be identified in IPM.	F ✓	10
6.	Cross contamination is an impotent factor IPM in food industry	T ✓	10
7.	Meaning of "quality" is not important for the technical staff.	F ✓	20
8.	Only food companies need a quality plan.	F ✓	10
Total Marks Obtain			80

Company Criteria for Training Evaluation Must be Taken 40 marks to get through the training evaluation, if not he has to repeat the evaluation again within 3 months.

Prepared By Manager Operations Signature & Date <i>Vijay</i>	Approved By GM: - <i>[Signature]</i> Signature & Date -
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#### **4. CONTRACT PERIOD**

The Agreement shall be for a period of Thirty Six (36) months, and may be extended by mutual consent.

#### **5. AGREEMENT**

- 5.1 The terms and conditions of the Agreement, shall be as provided in the attached draft agreement. The Tenderer in submitting the Tender, accepts that the Tenderer agrees to the terms and conditions of the RFP and in the draft Agreement, and does not require any amendments to the said draft agreement.
- 5.2 The successful Tenderer shall be responsible for complying with all Sri Lanka Ports Authority regulations and security requirements, as well as laws of Sri Lanka Customs, Navy and any applicable Sri Lanka and local laws and regulations.

#### **6. PAYMENT TERMS**

After acceptance of the services by CICT, the Supplier shall be paid within 30 days of CICT receiving the invoice from the Supplier

#### **7. VALIDITY OF THE TENDERS**

The Tender shall be valid for a period of Ninety (90) days from the Closing Date.

CICT, at its discretion may extend the closing date and such would then such extension shall be informed to all tenders who have obtained tender documents.

#### **8. PARTICULARS OF INSTRUCTIONS TO TENDERER**

##### **8.1 Tenderers' responsibility**

- (i) Obtain and acquaint with all conditions and all other information relevant to the RFP, conforming to the Tender Documents;
- (ii) Examine all information relevant to the risks, contingencies, and other circumstances having an effect on his tender and which is obtainable by the making of reasonable inquiries;
- (iii) Being satisfied as to the correctness and sufficiency of the Tender and that the quoted price covers the cost of complying with all obligations of the Tender Documents and of all matters and things necessary for the due and proper performance and completion of the Works described in the Tender Documents.

##### **8.2 Quality and Technical Specifications**



Company Name: Manulas Pest Control & Fumigation Company (Pvt) Ltd	Employee Training Evaluation Record	Doc No-QMS-MANULAS (ETER)
Issue No-01	Issue date-28//2022	Revision No-
Revision Date-	Evaluation date- 2022/10/29	Training date- 2022/09/16

Name of the Employee: - Rahena Tulathilata  
 Title of Training Programme: - Introduction of IPM & QP

If the following sentence is true, put (T) and if not, put (F) in the answer box.

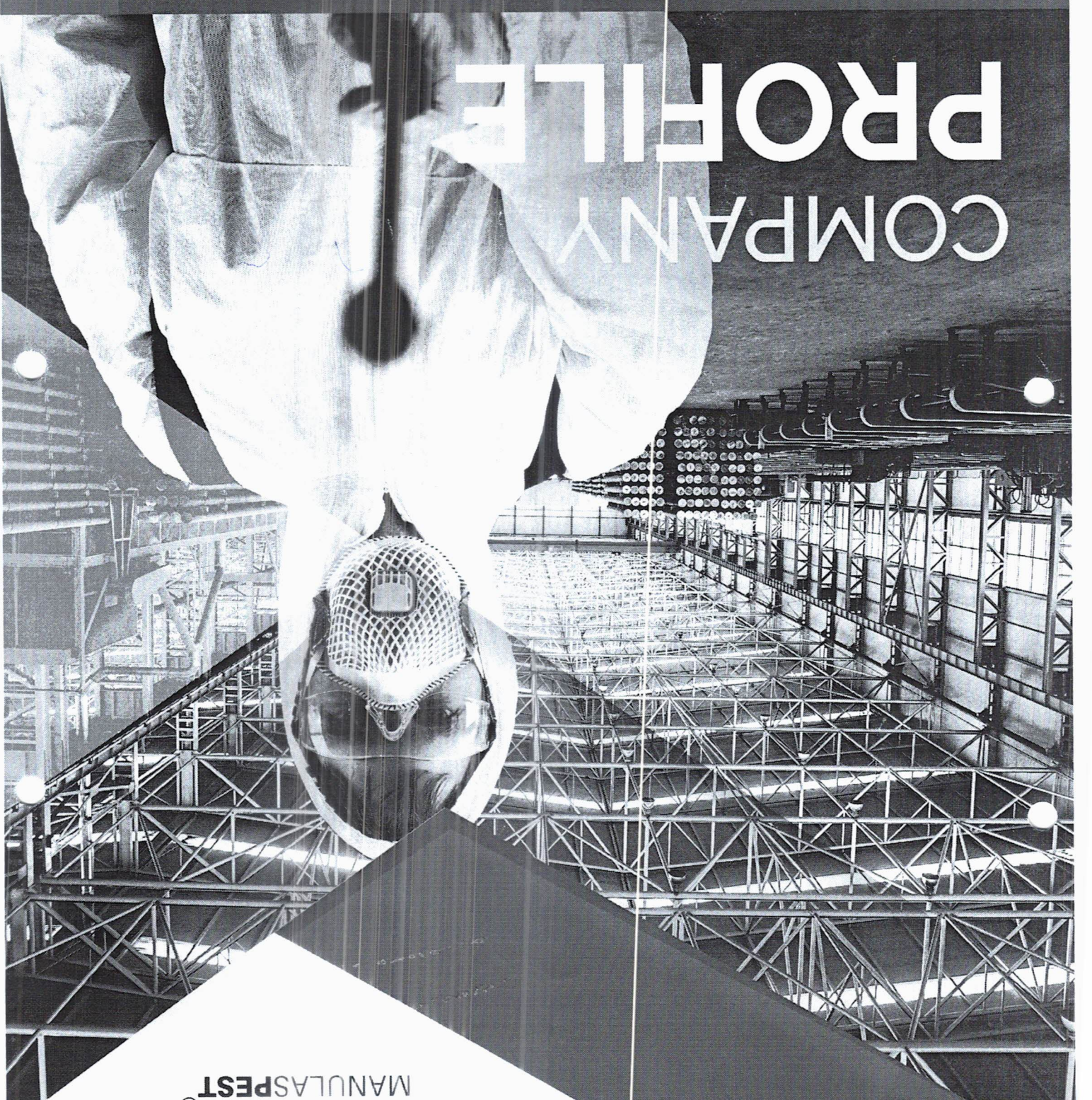
No	Question	Answer	Marks
1.	Any organism can be a pest due to the population.	T ✓	20
2.	Insects are so successful due to hard living conditions and structure of the body.	T ✓	10
3	Regulation of insect population is called as "IPM"	F ✓	10
4	Integrated pest management is a very old concept in pest management.	F ✓	10
5	Only 3 main steps can be identified in IPM.	T ✗	
6	Cross contamination is an impotent factor IPM in food industry	F ✗	
7	Meaning of "quality" is not important for the technical staff.	F ✓	20
8	Only food companies need a quality plan.	F ✓	10
Total Marks Obtain			80

Company Criteria for Training Evaluation Must be Taken 40 marks to get through the training evaluation, if not he has to repeat the evaluation again within 3 months.

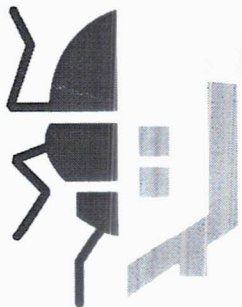
Prepared By Manager Operations	Approved By GM: - 
Signature & Date 	Signature & Date -

It's a defensive shield

# COMPANY PROFILE



MANULASPEST<sup>®</sup>



Company Name: Manulas Pest Control & Fumigation Company (Pvt) Ltd	Employee Training Evaluation Record	Doc No-QMS-MANULAS (ETER)
Issue No-01	Issue date-28//2022	Revision No-
Revision Date-	Evaluation date- 2022/10/29	Training date- 2022/09/16

Name of the Employee: - Sujith priyankara  
 Title of Training Programme: - Introduction of IPM & QP

If the following sentence is true, put (T) and if not, put (F) in the answer box.

No	Question	Answer	Marks
1.	Any organism can be a pest due to the population.	T ✓	20
2.	Insects are so successful due to hard living conditions and structure of the body.	T ✓	10
3	Regulation of insect population is called as "IPM"	F ✓	10
4	Integrated pest management is a very old concept in pest management.	F ✓	10
5	Only 3 main steps can be identified in IPM.	T ✗	
6	Cross contamination is an impotent factor IPM in food industry	F ✗	
7	Meaning of "quality" is not important for the technical staff.	F ✓	20
8	Only food companies need a quality plan.	T ✗	10
Total Marks Obtain			80

Company Criteria for Training Evaluation Must be Taken 40 marks to get through the training evaluation, if not he has to repeat the evaluation again within 3 months.

Prepared By Manager Operations <u>Vijay</u>	Approved By GM: - <u>[Signature]</u>
Signature & Date	Signature & Date -



# DEPARTMENT OF MOTOR TRAFFIC

Motor Traffic Act Chapter 203

Section 122 (A)



## LEARNER'S PERMIT



15468998

2022/01/20  
W. M. R. S. K. WEERAKOON  
Examiner of Motor Vehicle  
Department of Motor Traffic  
Werahera

### PERSONAL DETAILS

ID Type: New NIC  
 Country of Identification: Sri Lanka  
 ID Number: 200134704023  
 Surname: TENNAKOON MUDIYANSELAGE  
 Other Names: SACHIN MADUSANKA  
 Date of Birth: 2001/12/12  
 Age: 20  
 Sex: MALE  
 Height: 5.01  
 Permanent Address: A/120, PANAWALA KANDA,  
 NAKKAWITA, DERANIYAGALA



Holders of a learner's licence are not allowed to learn to drive any vehicles other than a motor cycle or four wheel tractor, unless accompanied by an experienced driver who holds a valid driving licence. "L" plates must be carried on the front and rear of all vehicles when learner drivers are in control. Non-commercial practical tests should be booked 7 days before the Learners permit expiry date. Commercial practical tests should be booked 14 days before the Learners permit expiry date.

The holder of this Permit is subject to the provisions of the Motor Traffic Act Chapter 203, section 123 and is hereby authorised to drive the classes of motor vehicle which corresponds with the under mentioned classes, subject to the limitations mentioned hereunder.

### DETAILS OF LEARNERS PERMIT

Driving Licence Class	Vehicle Restrictions	Registration No
G1 - Two Wheel Tractor with a Trailer	00 - None	
B1 - Motor tricycle - tare <= 500kg, GVM >= 1000kg	00 - None	
B - All Cars/Dual Purpose - GVW <= 3500kg, Passengers <= 8, trailer <= 250	00 - None	
A1 - Motorcycle Engine Capacity <= 100cc	00 - None	
A - Motorcycle Engine capacity > 100 cc	00 - None	

Driver Restriction(s):

00 - None

Period of Validity: 2022/01/20 to 2023/07/20

L-plate #: 663261141, 66326114



### ISSUING DETAILS

Transaction(s)/Fee(s): New Driving Licence - 3 classes  
 Date of Issue: 2022/01/20 9:54:50 AM  
 Issuing Office: Werahera  
 Issuing Officer: AMILA IROSH SRIMAL KUMBALATHAR  
 Certificate Number: 27767442

Department of Motor Traffic Sri Lanka  
 MOTOR TRAFFIC ACT CHAPTER 203  
 SECTION 122(A)  
 This Temporary Driving License  
 Valid 45 Days  
 To: 2022/06/14/2022

*Sachin*

Applicant's Signature

N. Wasantha Ariyaratne  
 Commissioner  
 Department of Motor Traffic - Werahera

ISSUED WITHOUT ANY ALTERATIONS OR ERASURES

Company Name: Manulas Pest Control & Fumigation Company (Pvt) Ltd	Employee Training Evaluation Record	Doc No-QMS-MANULAS (ETER)
Issue No-01	Issue date-28//2022	Revision No-
Revision Date-	Evaluation date- 2022/10/29	Training date- 2022/09/16

Name of the Employee: - Kumara Perera

Title of Training Programme: - Introduction of IPM & QP

If the following sentence is true, put (T) and if not, put (F) in the answer box.

No	Question	Answer	Marks
1.	Any organism can be a pest due to the population.	T ✓	20
2.	Insects are so successful due to hard living conditions and structure of the body.	T ✓	10
3	Regulation of insect population is called as "IPM"	T ✗	
4	Integrated pest management is a very old concept in pest management.	F ✓	10
5	Only 3 main steps can be identified in IPM.	F ✓	10
6	Cross contamination is an impotent factor IPM in food industry	T ✓	10
7	Meaning of "quality" is not important for the technical staff.	T ✗	
8	Only food companies need a quality plan.	F ✓	10
Total Marks Obtain			70

Company Criteria for Training Evaluation Must be Taken 40 marks to get through the training evaluation, if not he has to repeat the evaluation again within 3 months.

Prepared By Manager Operations <u>VH</u>	Approved By GM: - <u>[Signature]</u>
Signature & Date	Signature & Date -

17. Any proposal from you to improve level of pest controlling in CICT for future use

16. The maximum Number of months you can wait for last payment.

NAMES	DESIGNATION	ID NUMBER	QUALIFICATION

14. Details of the pest controlling technicians and the supervisors including their qualifications and the number of project they have being involved for pest controlling.

Type of Treatment	Chemical Details	Active Ingredient

12. Can you provide us the details of the Different Pest controlling Chemicals used for different pest?

Company Name: Manulas Pest Control & Fumigation Company (Pvt) Ltd	Employee Training Evaluation Record	Doc No-QMS-MANULAS (ETER)
Issue No-01	Issue date-28//2022	Revision No-
Revision Date-	Evaluation date- 2022/10/29	Training date- 2022/09/16

Name of the Employee: - Chamara Ekanayaka

Title of Training Programme: - Introduction of IPM & QP

If the following sentence is true, put (T) and if not, put (F) in the answer box.

No	Question	Answer	Marks
1.	Any organism can be a pest due to the population.	T ✓	20
2.	Insects are so successful due to hard living conditions and structure of the body.	T ✓	10
3	Regulation of insect population is called as "IPM"	F ✓	10
4	Integrated pest management is a very old concept in pest management.	F ✓	10
5	Only 3 main steps can be identified in IPM.	F ✓	10
6	Cross contamination is an impotent factor IPM in food industry	T ✓	10
7	Meaning of "quality" is not important for the technical staff.	F ✓	20
8	Only food companies need a quality plan.	F ✓	10
Total Marks Obtain			100

Company Criteria for Training Evaluation Must be Taken 40 marks to get through the training evaluation, if not he has to repeat the evaluation again within 3 months.

Prepared By Manager Operations <u>[Signature]</u>	Approved By GM: - <u>[Signature]</u>
Signature & Date	Signature & Date -

- (i) The Goods and Services supplied by the Tenderer shall be according to the specifications, drawings and other requirements including samples approved by CICT. CICT shall reject Goods and Services that are not keeping with such requirements and the Tender shall be required to indemnify CICT for any liabilities and/or losses suffered as consequence of the failure of the Tenderer.
- (ii) Tenderer shall provide CICT with test certificates as proof that the goods have passed standards and quality checks

### **8.3 Quality Assurance**

It is deemed that all Goods and Services provided shall entail a minimum guarantee period of Twelve (12) months from the date of acceptance by CICT, unless otherwise agreed to in writing by the Parties. During the guarantee period, CICT shall have the right to return defective item to the Supplier and request rectification and/or substitution, as the case may be, within seven (7) working days. All costs incurred in rectifying/substituting shall be to the account of the Supplier. Failure to do so shall give the right to CICT be indemnified against losses suffered due to the lapse on the part of the Supplier.

### **8.4 Solicitation or Acceptance of Bribes**

If a Tenderer is found to have directly or indirectly, provided, or given any gratuities, additional allowances, commissions, bribes or any other gifts to any employee or a person related to or associated with CICT relating to the provision of the Goods and Services, CICT shall have the right to immediately terminate the Contract

## **9. PROCEDURES FOR SUBMISSION AND OPENINGS OF TENDERS**

### **9.2 Submission of Tenders**

Tenders shall be submitted in two identical copies in the English language, comprising of an original (marked ORIGINAL) and a copy (marked COPY) on the envelope. The RFQ number and tender name should be clearly mentioned in each envelope and submitted to.

Manager - Procurement Committee

Colombo International Container Terminals Limited

Port of Colombo, 120/20, Marine Drive Road,

Colombo 01,

Sri Lanka

The Tenders shall be sent via post/courier or dropped at the Tender Box place at the reception of CICT.

**Canvassing in any form shall be a disqualification.**



IND-EXPO CERTIFICATION LIMITED  
INTEGRATED MANAGEMENT SYSTEMS CERTIFICATION SCHEME  
NON-CONFORMITY REPORT

Name of Organization: Manulas Pest control & Fumigation (Pvt) Ltd

NC No. : of

Section : Management.

Team Leader : Aruna Amaradasa

Relevant Standard : ISO 9001:2015

Auditor : Isuru Ilangakoon

Relevant Clause : 7.4

Date of audit: 2022-10-28

Relevant company document :

Non-conformity detected:

Category : Major/Minor

Process of communication management is not effective.

Eg:- Establishment control of external communication is not adequate.

  
.....  
Auditor

  
.....  
Team Leader

.....  
Auditee

Correction:

Developing a communication matrix to cover both internal and external communication.

  
.....  
Auditee

2022/11/16  
.....  
Date

Root cause for Non-conformity:

The developed communication matrix was not upto the satisfied level.

  
.....  
Auditee

2022/11/16  
.....  
Date

Doc. No. : QP-18-F-01

Issue No. : 07

Issue Date : 2018-01-02

Rev No : 00

Rev Date : 00

Reviewed and approved by : Director

Issued by Management Representative



IND-EXPO CERTIFICATION LIMITED  
INTEGRATED MANAGEMENT SYSTEMS CERTIFICATION SCHEME  
NON-CONFORMITY REPORT

Corrective action:

Date of completion:

01. Developing a internal Communication SOP to eliminate the mis communication and data misplacement.

02. Developing a external Communication system by ~~not~~ using the E-mails and Customer feedback.

  
.....  
Auditee

2022/11/14  
.....  
Date

Verification of corrective action:

NC Closed/ Open

Corrective action is satisfied

  
.....  
Auditor

2022-11-22  
.....  
Date

Effectiveness of corrective action:

.....  
Auditor

.....  
Date

Doc. No. : QP-18-F-01

Issue No. : 07

Issue Date : 2018-01-02

Rev No : 00

Rev Date : 00

Reviewed and approved by : Director

Issued by Management Representative

Company Name: Manulas Pest Control & Fumigation Company (Pvt) Ltd	External Communication Matrix	Doc No-QMS-MANULAS (ECM)
Issue No-01	Issue date-28/10/2022	Revision No-
Revision Date-		

Process	What	When	With whom	How	Who	To Whom
1	Communicate with ROP	One week before the reorder	ROP	E mail	MR	MD
2	Communicate with Pradesiasaba Kesbewa.	To renew business License	Chairman Pradesiasaba	Letter typed on Company letter head & E mail	MR	MD
3	Communicate with Area PHI & MOH	To renew business License & neighbor complaint & Medical Test Reports of workers.	Public Health Inspector.	Letter with ROP Approvals & ISO 9001:2015 Certificate	MR	MD
4	Communication with Indexpo Certification Body	When need to communicate	Auditors	E-mail/Telephone	MR /DMR	MD
5	Communication with SLSI	When need to communicate	Liberian	E-mail/Telephone	MR /DMR	MD
6	Communication with Piliyandala police Station	Emergency situation	OIC	Telephone/Letter	MR /DMR	MD
7	Interested Parties	When need to communicate	Customers, /Directors/Competitors.	Telephone/Letter/Whats app	MR /DMR	MD
8	Inland revenue	Tax Purposes	Tax Officers	Telephone/Letter/e-mails	MR	MD
9	Website	Marketing Purposes	Web Desinger	Telephone/Letter/Whats app	MR	MD
10	Inclinor	Destroy, Empty Cans & Bottles	OM at HOLcim Cement	Telephone/Letter/e-mails	MR	MD

Prepared By Manager Operations	Approved By GM: -
Signature & Date	Signature & Date -



Company Name: Manulas Pest Control & Fumigation Company (Pvt) Ltd	External Communication Matrix	Doc No-QMS-MANULAS (ECM)
Issue No-01	Issue date-28/10/2022	Revision No-
Revision Date-		

Reference

MD – Managing Director

GM – General Manager

MO – Manager Operations

ACT- Assistant Accountant

PHI –Public Health Inspector

HRM-Human Resource Manager

MOH-Medical House Officer

MR – Management Representative

DMR –Deputy Management Representative

Prepared By Manager Operations	Approved By GM: -
Signature& Date	Signature& Date -

