



CALLING QUOTATION CURTAIN FOR CONFERENCE HALL FACULTY OF GRADUATE STUDIES

The Faculty of Graduate Studies, University of Ruhuna invites sealed quotations from qualified suppliers for the supply and installation of double-layer curtains for its Conference Hall located at: No. 115, Sri Dharmarama Road, Ginigasmulla, Fort, Matara, Sri Lanka

PROJECT SCOPE

- Curtains: Floor-length, double-layer system
 - Layer 1: Sheer (light-filtering)
 - Layer 2: Blackout or heavy curtain (privacy and light control)
- Coverage:
 - Windows: Extend 6 feet beyond each side of the window frame
 - Doors: Full-height coverage with same double-layer system
- Installation: Dual-track rod or rail system for supporting both layers

Deputy Registrar,
Faculty of Graduate Studies,
University of Ruhuna

SUPPLIER INSTRUCTIONS

- Suppliers must visit the site in person to take accurate measurements of all windows and doors before submitting a quotation.
- The deadline for submission is **31st July 2025**.
- Quotations must be submitted in a sealed envelope and should be clearly labeled: **"Curtain Quotation - FGS Conference Hall"**.
- Supplier name, contact person, contact number must be included.
- The envelope should be addressed to: **"Faculty of Graduate Studies, University of Ruhuna, No. 115, Sri Dharmarama Road, Ginigasmulla, Fort, Matara, Sri Lanka"**

For further details or to schedule a site visit, contact the Faculty of Graduate Studies during working hours.



041 223 9146

Quotation submission sheet

Deputy Registrar
Faculty of Graduate Studies
University of Ruhuna

Specification Table: Studies –

No.	Item Description	Supplier's Input		
		Option 1	Option 2	Option 3
1	Curtain Type: Double-layer (Sheer + Blackout)			
2	Sheer Fabric: Type, material, color options			
3	Blackout/Heavy Fabric: Type, material, color options			
4	Curtain Style: (e.g., pleated, eyelet)			
5	Curtain Length: Floor-touching (based on actual window height)			
6	Curtain Width: Additional 6 feet beyond each side of window width			
7	Door Curtain Dimensions: Full-height, double-layer			
8	Curtain Rods/Tracks: Type, material, color			
9	Accessories: Tiebacks, hooks, end caps, mounting parts			
10	Fire Retardant Fabric (Yes/No)			
11	Warranty: Fabric and installation			
12	Installation Timeline			
13	Cost per square meter (separately for sheer and blackout)			
14	Installation Charges (if separate)			
15	Total Estimated Cost after measurement			
16	Validity Period of Quotation			
17	Optional Recommendations (e.g., color samples, automation options, etc.)			

Notes to Supplier:

- Provide fabric samples with quotation, if possible.
- All curtain edges must be professionally stitched.
- Rods and fittings must be rustproof and durable.
- All quotations **must be based on actual site measurements**.
- Incomplete quotations or estimates without site visit will not be considered.
- FGS reserves the right to accept or reject any quotation.

Declaration by the Supplier

I/We hereby certify that the information provided above is true and accurate. We agree to supply the equipment as per the specifications and terms outlined in this document.

Authorized Officer's Name:

Designation:

Company Name:

Address:

Telephone:

Email:

Signature:

Official Stamp:

Date: