

To all employees,

AUCTIONING OF SLT VEHICLES

This is to inform you that the vehicles shown in **FORM "C"** will be auctioned at Stores Complex Kotugoda from **09.00 a.m. to 17.00 p.m. on 22nd March 2014.**


All permanent employees who are accepted by GM/DGM (Admin) as eligible are entitled to purchase vehicles subject to the following conditions.

1. Application (**FORM "D"**) shall be forwarded through an Executive Superior Officer in complying with the auction conditions.
2. Only one vehicle is allowed to be purchased by an employee within a continuous service period of 5 years. Three-wheelers and motor cycles do not fall in to this category. Preference will be given to those who have not purchased a vehicle from SLT.
3. If an employee is found guilty of purchasing more than one vehicle, as stated in item 2 above, during his/her service period, severe disciplinary action will be taken against that employee.
4. Vehicles could be inspected on **19th, 20th and 21st March 2014 during office hours** at Stores Complex Kotugoda, and duty leave will not be granted for this purpose.
5. All employees who are permitted to participate in this auction should wear the SLT identity card and need to register before entering the auction premises. Outsiders are not allowed to participate in the auction and no mobile phones are allowed within the auction premises.
6. The employees who purchase vehicles should pay 10% by cash immediately and the vehicle should be removed from the auction premises within the same day after,
 - a. Paying the balance 90% of the payment by cash.
 - b. Submitting completed **Annex III** of the "Auction Procedure".
7. If any employee fails to make the full payment, a penalty charge of 0.1% will be charged for each day delayed.



Priyantha Perera
Chief Administrative Officer

S/N	Vehicle Number	Type	Make
1	50-9636	Cab	Nissan
2	LC-9693	Cab	Mahindra
3	LC-9702	Cab	Mahindra
4	LC-9704	Cab	Mahindra
5	LC-9708	Cab	Mahindra
6	LC-9709	Cab	Mahindra
7	301-4539	Car	Nisaan
8	JE-5178	Car	Maruti
9	JF-7282	Car	Maruti
10	JF-7455	Car	Maruti
11	JF-7485	Car	Maruti
12	65-3880	SUV	Mitsubishi
13	52-0054	Van	Nisaan
14	54-6019	Van	Mazda
15	GD-0893	Van	Maruti
16	GF-0178	Van	Maruti
17	JL-5130	Van	Maruti
18	JL-5202	Van	Maruti
19	JL-5290	Van	Maruti
20	PA-4656	Van	Micro
21	PA-4659	Van	Micro
22	PA-9033	Van	Micro
23	PB-0103	Van	Micro
24	PB-0394	Van	Micro
25	PB-2665	Van	Micro
26	PB-2666	Van	Micro
27	PB-2769	Van	Micro
28	PB-3031	Van	Micro
29	PB-3221	Van	Micro
30	PB-3223	Van	Micro
31	PB-3473	Van	Micro
32	PB-3474	Van	Micro
33	PB-3487	Van	Micro
34	PB-7279	Van	Micro
35	PB-7280	Van	Micro
36	PB-7302	Van	Micro
37	PB-7331	Van	Micro
38	PB-7336	Van	Micro
39	PB-7338	Van	Micro
40	PB-7340	Van	Micro
41	PB-7347	Van	Micro
42	PB-7348	Van	Micro


Priyantha Perera
 Chief Administrative Officer
 07 MAR 2014

PART 1

GM/DGM/Admin

I wish to inspect the vehicles offered for the auction.

Please grant permission for me to inspect the vehicles.

I certify that I have

(*)Not purchased a vehicle from SLT auction during the last 5 years of service.

(*)Purchased (*)three-wheeler/motor bicycle in a previous SLT auction.

(*) Delete whichever not applicable.

Name of employee:.....

Signature of

Signature of employee:.....

Executive Superior:.....

Service No:.....

Designation:.....

Division/Province/Section:.....

Date:.....

PART II

.....(Superior)

Please inform Mr/Ms.....(Service No.....)to inspect vehicles offered for the auction at Stores Complex, Kotugoda on.....

He may be allowed to bring a Technician along with to assist him in assessing the vehicle, if necessary.

.....
Date.....
GM(Admin)/DGM(Admin)

GM/DGM/Admin

PART III

I wish to purchase a vehicle at the auction.

Please grant me permission to participate at the auction.

Name of employee:.....

Signature of superior:.....

Signature of employee:.....

Designation:.....

Service No :.....

Date:

Annex III

DGM/Stores Centre

I have purchased the vehicle bearing registration number..... at the auction held today at the SLT Stores Complex at Kotugoda , and made the full payment of Rupees..... as per receipt attached.

Further, I have already collected the following documents:

- 1) Vehicle Registration Book
- 2) Vehicle Insurance Certificate
- 3) Revenue License

I hereby confirm that I will be responsible for any liability arising out of the said vehicle from today onwards and I will keep SLT indemnified of any such liability.

Signature of the employee.....

Name:

Service Number.....

Division/Province/Section.....

Date.....