



Ministry of Urban Development, Construction & Housing

Sri Lanka Land Development Corporation

Application for Registration of Suppliers and Contractors for Goods, Services and Construction work for the Year - 2025

Company Details

1 Name of the Company :	<input type="text"/>											
(IN ENGLISH BLOCK LETTERS)	<input type="text"/>											
	<input type="text"/>											
2 Mailing Address :	<input type="text"/>											
(Geographical Address)	<input type="text"/>											
	<input type="text"/>											
3 Contact Details :	3.1 Fixed line 01	<input type="text"/>										
	3.2 Fixed line 02	<input type="text"/>										
	3.3 Fax Line	<input type="text"/>										
4 Email ID (Official) :	<input type="text"/>											
5 Web Site (URL) :	<input type="text"/>											
6 Name of the Contact Person :	<input type="text"/>											
(Company Representative)	<input type="text"/>											
	6.1 Mobile	<input type="text"/>										
	6.2 Direct Line	<input type="text"/>										
	6.3 Email ID	<input type="text"/>										
7 Your Business Registration Number	<input type="text"/>											
	7.1 Nature of Business	<input type="text"/>										
8 Your VAT Registration Number :	<input type="text"/>											
9 Type Of Business: (Pl See Below) :	<input type="checkbox"/> Manufacturer <input type="checkbox"/> Sole Agent <input type="checkbox"/> Agent <input type="checkbox"/> Contractor <input type="checkbox"/> Distributor <input type="checkbox"/> Reseller <input type="checkbox"/> Partner											

CIDA Registration Details

Are you seeking Registration for the categories of Construction work? Yes No

If "Yes" Please provide below Details. (Contractors who don't possess CIDA registration, Please fill Other information only)

10 CIDA Grade :	<input type="text"/>											
11 CIDA Registration No :	<input type="text"/>											
12 Specialized Fields :	<input type="text"/>											

Electronic Government Procurement (eGP) System Details

Did you registered in Electronic Government Procurement (eGP - Promise.lk) System

Yes No

If "Yes" Please provide below Details.

13 Registration No :

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The details of category fees paid to the cashier

14 Category fees paid date :

		/			/								
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15 Total amount paid as category fee :

R		s		.									
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16 Receipt No :

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17 Number of Sub Categories :

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Category Details

What are the categories for which registration is sought ? (Please indicate category numbers correctly)

No	Main Category	Sub Category 1	Sub Category 2	Item Description
Ex 1	18	18.1	-	Tor Steel (QT Bars)
Ex 2	7	7.3	7.3.2	Electrical Switches & Sockets
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Instructions

* The payments for registration fee should be made only for the main categories and if you are registered only to a sub category under the main category. It is required to indicated it clearly in the category sheet given (see example given in the table page 02)

* A prospective supplier who wishes to get registered for supply and services should pay a non - refundable registration fee **Rs. 2,500.00** for each main category. The method of payment will be direct cash deposit to Account No 3271113, Account Name- Sri Lanka Land Development Corporation, Bank and branch- Bank of Ceylon, Rajagiriya Branch or can pay to the cashier in Finance Division by cash. **For further inquiries & details: Deputy General Manager (Supplies) TP: 0112 866832/ 0112 863705-268.**

Application Form

* Along with the duly filled Application Form a copy of business registration, NIC Copies of Owners, Form for List of Director names to Private Limited Companies & VAT registration should be submitted. For civil contractors CIDA registration certificate should also be submitted.

* If there is a VAT charge on invoices, you should have an active VAT account in accordance to IRD requirement.

* The applicants who are the manufacturer/owner of the registered trademark of the product or Trade mark owners or sole agent, the authorization letter issued by principal or relevant authority must be attached.

* You may register under specific categories aligned with your business registration. However, possessing a valid business registration does not permit registration across all categories.

* Documents for Registration of Suppliers & Contractors could be submitted to Supplies Division of SLLDC on any working day until 31st December, 2024 between 9.00 a.m. to 3.30 p.m. on payment of non-refundable fee of above for each category to the cashier in Finance Division by cash. For further inquiries & details: Deputy General Manager (Supplies) TP: 0112 866832/ 0112 863705-268.

* Each registration will be strictly evaluated based on the Nature of Business specified in the Business Registration.

* Registration may involve inspection in the Business premises if necessary, to ascertain whether applicant is a genuine dealer of the item/items for which registration is/are sought.

* Applicants will be registered after examining their qualifications and past performance. The decision of Department Procurement Committee of the corporation regarding the applications is the final decision.

* Supplier shall submit quotations for all tenders under the selected categories you are registered for. If the suppliers failed to submit a quotation more than three times for registered category, S. L. L. D. C. is conveyed not to invite for future requirements under the related category.

* Quotations will be invited generally from the registered suppliers for supplies but the SLLDC reserves the right to invite quotations from other suppliers who are not registered and to effect purchases.

* The applicant should agree and have the capacity to provide a credit period of minimum of 30 days in the event he/she is being selected for supply of goods.

* Registered Suppliers who fails to quote when offers are invited or who fails to deliver goods and services in time when orders are placed or whose goods which are not in conformity with required specifications are liable to be deleted from the Register of suppliers without notice.

Please check before the submission of registration applications.

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|---|---|
| <input type="checkbox"/> Dully filled application form | <input type="checkbox"/> Details of Directors form / NIC Copies |
| <input type="checkbox"/> Business Registration / Company Registration | <input type="checkbox"/> VAT Certificate Copy (If Applicable) |
| <input type="checkbox"/> Authorization letters (Manufactures etc..) | <input type="checkbox"/> CIDA Registration Copies (If Applicable) |

I Hereby confirm that I have read and understood the terms and conditions specified in the General Instruction issued with the application for Registration of Supplies / Contractors for the year 2025 "SLLDC" .

Signature of the Chief Executive officer / Proprietor

Name :

Date :

(Please affix the Rubber Franks)

Office Use

Checked By Supplies Officer

Approved By :
Authorised Officer