**Application for Registration of Suppliers/Contractors – 2025**

1. Item Category / Sub Category for which the registration is Sought (Please attach Separate Application for each Category/Sub Category):……………………………………………………………….
2. Name of the Organization:……………………………………………………………………………………………

…………………………………………………………………………………………………………………………………….

1. Address of the Organization:……………………………………………………………………………………….

…………………………………………………………………………………………………………………………………..

1. Contact Number: Telephone:……………………………………………………………………………………..

Fax:………………………………………………………………………………………………..

E mail:……………………………………………………………………………………………

1. Number and Date of Business Registration:……………………………………………………………………………….

(Attach a copy of Business Registration)

1. Nature of the Business Organization (whether a sole proprietor, partnership, limited company or government owned entity, Corporation etc.):……………………………………………………………………………….
2. Name of the Owner (When applicable):……………………………………………………………………………………….
3. Nature of the Business (Whether Manufacturer, Sole Agent/ Importer, Sole Distributor, Wholesale or Retailer):………………………………………………………………………………………………………………
4. Registration details with CIDA/Health Ministry/any other legal requirements (If applicable) for field of registration:………………………………………………………………………………………………………………..
5. Number of Years of the Experience in the relevant field or Trade:………………………………………………
6. Name of Bankers and Account Numbers (Suppliers who do not have bank accounts will be rejected):……………………………………………………………………………………………………………………………………
7. VAT Registration No:……………………………………………………………………………………………………..
8. Availability of 30days Credit Period (Yes/No):………………………………………………………………….
9. Whether the delivery of items to the University is being undertaken (Yes/No):……………….

* Although quotations will be usually called from registered Suppliers /Contractors the University reserves the right to call for quotations from other Suppliers/Contractors as well to obtain competitive offers.
* **The applicant should Pay non –refundable fee of Rs.2000/- for each item for which registration is applied, to the bank account of University of Vocational Technology A/C no.0070308457 maintained at the Bank of Ceylon Ratmalana Branch. The original of the deposit slip should be forwarded along with application to the University.**

I/We hereby agree with the conditions stipulated by the University of Vocational Technology and submit my/our application for the registration of Suppliers/Contractors – 2025.

**Date:………………….. Signature & Seal:………………………………………………**