Registration of Suppliers 2027
District Secretariat, Trincomalee

| For Office Use |
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|---|---|---|---|---|
| **(1) Applicant's Details** | | | | |
| I. | Name | | | |
| II. | NIC No. | | | |
| III. | Address | | | |
| IV. | Contact Number | | | |
| **(2) Business Detail** | | | | |
| I. | Name | | | |
| II. | Address | | | |
| III. | Business status (Tick √ ) | Manufacturer | | |
| | | Authorized Agent | | |
| | | Wholesale | | |
| | | Retail | | |
| | | Distributor | | |
| IV. | Contact Detail | Landline / Fixed | | |
| | | Mobile | | |
| | | WhatsApp | | |
| | | Fax | | |
| V. | Business Registration No* | | | |
| VI. | Bank Account Details | Name | | |
| VII. | | Bank & Branch | | |
| VIII. | | Account No | | |
| IX. | VAT * | Registration No | | |
| | | Validity Period | | |
| X. | For Constructions * | CIDA Registration No | | |
| | | Validity Period | | |
| **(3)** | **Registration Fees *** | Amount Paid | | |
| | | Receipt No | | |
| | | Paid Date | | |

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| Goods | | |
|---|---|---|
| **Code** | **Description** | **Tick (√)** |
| **Communication & Electronic Equipment** | | |
| **G 1** | Desktop Computers, Laptops, Printers, Scanners, spare parts & Storage devices (Pen drive, CD,DVD) | |
| **G 2** | Fax machine, Photocopy Machine, Roneo, Duplo machine, Fingerprint scanners, and spare parts | |
| **G 3** | Intercom and Network Systems | |
| **G 4** | Multimedia Projector Camera, Video Recorder, smart board and Equipment | |
| **G 5** | Toner, Ribbon, ink cartridge | |
| **G 6** | Computer Software | |
| **G 7** | Sound System ( Speaker, Amplifier, Buffer set, Microphone ) | |
| **G 8** | Water Purifier | |
| **G 9** | Telephones and CCTV Cameras | |
| **Stationaries** | | |
| **G 10** | All kinds of Office Stationary | |
| **G 11** | Books Magazines and Other Publications | |
| **Furniture** | | |
| **G 12** | Steel Furniture | |
| **G 13** | Wood Furniture | |
| **G 14** | Plastic Furniture | |
| **Electrical Appliances & Fittings** | | |
| **G 15** | Air Conditioner | |
| **G 16** | Generator & Transformers | |
| **G17** | Electrical goods Fans, Table Fans, Kettle | |
| **G18** | Goods for Electrical Connection – wires, Plugs, etc. | |
| **G19** | Sewing Machines & Refrigerators | |
| **Material Clothing Uniforms & Accessories** | | |
| **G20** | Curtains, Table Clothes, Carpets, Uniforms, and Uniform Materials, etc. | |
| **Building Material & Hardware Items** | | |
| **G 21** | Construction Work Material – Sand, Gravel, River sand, Silt soil, Stones, Cement, Cement Blocks, Cement steels | |
| **G 22** | Hardware items and Paints | |
| **G 23** | Roofing Materials | |
| **G 24** | Tiles , Marbles and Bath wares | |
| **G 25** | Timber | |
| **G 26** | Plumbing Goods and Water Tanks | |
| **G 27** | Aluminum Partition and Fitting Materials | |
| | | |

| Consumable Items | | |
|---|---|---|
| **G 28** | Cleaning Equipment – Brooms, Eakle Brooms, Mopes | |
| **G 29** | Sanitary items – Bathroom and tile Cleaning liquids and acids, air fresheners, soaps, hand sanitizers | |
| **G 30** | Nylon Ropes, Floor mats, and other consumable items | |
| **Vehicle Related Goods** | | |
| **G 31** | Vehicle A/C | |
| **G 32** | Vehicle Batteries and spare parts | |
| **G 33** | Vehicle Tires and tubes | |
| **G 34** | Other vehicle spare parts | |
| **G 35** | Vehicle seat covers, cushions, and carpets | |
| **Food Items** | | |
| **G 36** | Biscuits , cereal products, Grocery items( Sugar, Tea Powder, Milk Powder, Disposable cups, Disposable plates) | |
| **G 37** | Water Bottles and soft Drinks ( Milk packets, Milo packets, Yogurt and soda items) | |
| **G 38** | Short eats and Refreshment | |
| **G 39** | Lunch and dinner- Vegetarian | |
| **G 40** | Lunch and Dinner – Non Vegetarian | |
| **Sports Material** | | |
| **G 41** | Sports equipment and material | |
| **G 42** | Medal Trophies and cups | |
| **G 43** | Sports Uniforms and T-shirts | |
| | Uniforms & Uniform Material | |
| **Agricultural Items** | | |
| **G 44** | Agriculture Equipment and Tools ( Water pumps, and tools) | |
| **G 45** | Seeds Seedlings and saplings | |
| **G 46** | Animals and Livestock | |
| **G 47** | Fishery Equipment and Fishing equipment | |
| **Others** | | |
| **G 48** | General Kitchen goods - Cups & Saucers, Plates, Knives, Plastic items, etc. | |
| **G 49** | Music Instruments | |
| **G 50** | Pharmaceutical products ( for pharmacies) | |

| Services | | |
|---|---|---|
| **Code** | **Description** | **Tick (√)** |
| **S 1** | Aluminum partition and fitting | |
| **S 2** | Building A/C Repairs and service | |
| **S 3** | Plumbing Works | |
| **S 4** | Wiring Works | |
| **S 5** | Welding works | |
| **S 6** | Painting Works | |

| | | |
|---|---|---|
| **S 7** | Printing and Book Binding ( Banners, Office ID, Office Files, Name Board, Rubber stamp) | |
| **Repairing Works** | | |
| **S 8** | Fixing and Repairing Intercom, CCTV, and Network Systems | |
| **S 9** | Computer maintenance and repair (Computer, printer, UPS, and related equipment) | |
| **S 10** | Water purifier Repair | |
| **S 11** | Photocopy machine, Fax machine, fingerprint scanner Repair | |
| **S 12** | Refrigerator Repair | |
| **S 13** | Fixing and Repairing – Elevators | |
| **Vehicle Related** | | |
| **S 14** | Vehicle Repairs | |
| **S 15** | Vehicle Service and Maintenance | |
| **S 16** | Vehicle Insurance | |
| **S 17** | Vehicle A/C Repair | |
| **S 18** | Vehicle tinkering and Interior | |
| **S 19** | Vehicle Hire and Rent (Bus, Car, Van, JCB, etc.) | |
| **Printing & other** | | |
| **S 20** | All type of Printing and Book Binding , Related works - Banners, Office ID, Office Files, Name Board | |
| **S 21** | Molding & Cutting - Rubber stamps | |
| **Other Services** | | |
| **S 22** | Cleaning Service | |
| **S 23** | Security service | |
| **S 24** | Event Management Service Providers | |
| **Contractors** | | |
| **C 1** | Civil works ( Building, Bridge, Dredging, Reclamation, Highway, Road, Irrigation, Drainage, canal, maritime constructions, Strom water disposal, Land drainage, Water supply, sewage, etc. ) | |
| **C 2** | Electrical and Mechanical Services ( Electrical Installation) | |

I declare above given details are true, and I certify that I have accepted the conditions of the District Secretariat, Trincomalee, to register as the Goods and Services Supplier.

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Date Applicants Signature

**Instructions & Conditions**

- Applications should be enclosed with the following.
    1. Copy of Business Registration Certificate
    2. Applicant's ID Copy
    3. If VAT Registered, Copy of VAT Registration
    4. Copy of the ICTAD/CIDA Book for constructions.
    5. Receipt of Registration fee

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- Registration fees for **Civil works (S-category ) – Rs.1000.00**
- Registration Fees for each of the **other categories - Rs. 500.00**
- Registration fees could be directly deposited to the District Secretariat Account, Account No. 7042096, BOC
- Duly filled applications enclosed with the required documents and receipt of the registration fees could be sent by registered post to the District Secretary, District Secretariat, Trincomalee, or handed over to the Accounts Branch District Secretariat on or before December 10th , 2027.
- Please indicate "Supplier Registration – 2027" on the top left corner of the envelope.
- Incomplete applications and the Applications received after the closing date will be rejected.

**Registration of Suppliers and Contractors - 2027**
**District Secretariat, Trincomalee.**

| Goods Code | Description |
|---|---|
| **Electronic Goods** | |
| G1 | Desktop Computers, Laptops, Printers, Scanners, and Spare parts Storage devices (Pen drives, CD, DVD) |
| G2 | Fax machine, Photocopy Machine, Roneo, Duplo machine, Fingerprint scanners, and spare parts |
| G3 | Intercom and Network Systems |
| G4 | Multimedia Projector Camera, Video Recorder, smart board and Equipment |
| G5 | Toner, Ribbon, ink cartridge |
| G6 | Computer Software |
| G7 | Sound System ( Speaker, Amplifier, Buffer set, Microphone ) |
| G8 | Water Purifier |
| G9 | Telephones and CCTV Cameras |
| **Stationery** | |
| G10 | Office Stationeries |
| G11 | Books Magazines and Other Publications |
| **Furniture** | |
| G12 | Steel Furniture |
| G13 | Wood Furniture |
| G14 | Plastic Furniture |
| **Electrical Goods** | |
| G15 | Air Conditioner |
| G16 | Generator & Transformers |
| G17 | Electrical goods Fans, Table Fans, Kettle |
| G18 | Goods for Electrical Connection – wires, Plugs, etc. |
| G19 | Sewing Machines & Refrigerators |
| **Cloth Item** | |
| G 20 | Curtains, Table Clothes, Carpets, Uniforms, and Uniform Materials, etc. |
| **Building Material** | |
| G 21 | Construction Work Material – Sand, Gravel, River sand, Silt soil, Stones, Cement, Cement Blocks, Cement steels |
| G 22 | Hardware items and Paints |
| G 23 | Roofing Materials |
| G24 | Tiles , Marbles and Bath wares |
| G 25 | Timber |
| G 26 | Plumbing Goods and Water Tanks |

| | |
|---|---|
| G 27 | Aluminum Partition and Fitting Materials |
| **Consumable Items** | |
| G 28 | Cleaning Equipment – Brooms, Eakle Brooms, Mopes |
| G 29 | Sanitary items – Bathroom and tile Cleaning liquids and acids, air fresheners, soaps, hand sanitizers |
| G 30 | Nylon Ropes, Floor mats, and other consumable items |
| **Vehicle-Related Goods** | |
| G 31 | Vehicle A/C |
| G 32 | Vehicle Batteries and spare parts |
| G 33 | Vehicle Tires and tubes |
| G 34 | Other vehicle spare parts |
| G 35 | Vehicle seat covers, cushions, and carpets |
| **Food Items** | |
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| G 41 | Sports equipment and material |
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| **Agricultural Items** | |
| G 44 | Agriculture Equipment and Tools ( Water pumps, and tools) |
| G 45 | Seeds Seedlings and saplings |
| G 46 | Animals and Livestock |
| G 47 | Fishery Equipment and Fishing equipment |
| **Other Goods** | |
| G 48 | General Kitchen goods - Cups & Saucers, Plates, Knives, Plastic items, etc. |
| G 49 | Music Instruments |
| G 50 | Pharmaceutical products ( for pharmacies) |

| Services | |
|---|---|
| **Service Code** | **Description** |
| S 1 | Aluminum partition and fitting |
| S 2 | Building A/C Repairs and service |
| S 3 | Plumbing Works |
| S 4 | Wiring Works |
| S 5 | Welding works |
| S 6 | Painting Works |
| S 7 | Printing and Book Binding ( Banners, Office ID, Office Files, Name Board, Rubber stamp) |
| **Repairing works** | |
| S 8 | Fixing and Repairing Intercom, CCTV, and Network Systems |
| S 9 | Computer maintenance and repair (Computer, printer, UPS, and related equipment) |
| S10 | Water purifier Repair |
| S 11 | Photocopy machine, Fax machine, fingerprint scanner Repair |
| S 12 | Refrigerator Repair |
| S 13 | Fixing and Repairing – Elevators |
| **Vehicle Works and Services** | |
| S 14 | Vehicle Repairs |
| S 15 | Vehicle Service and Maintenance |
| S 16 | Vehicle Insurance |
| S 17 | Vehicle A/C Repair |
| S 18 | Vehicle tinkering and Interior |
| S 19 | Vehicle Hire and Rent (Car, Van, JCB, etc.) |
| | **Printing & other** |
| S 20 | All type of Printing and Book Binding , Related works - Banners, Office ID, Office Files, Name Board |
| S 21 | Molding & Cutting - Rubber stamps |
| | |
| **Other Services** | |
| S 22 | Cleaning Service |
| S 23 | Security service |
| S 24 | Event Management Service Providers |
| **Contractors** | |
| C 1 | Civil works ( Building, Bridge, Dredging, Reclamation, Highway, Road, Irrigation, Drainage, canal, maritime constructions, Strom water disposal, Land drainage, Water supply, sewage, etc. ) |
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