# Application for the Registration of suppliers/ Contractors for the year 2027 for Supply of goods, services & work contracts under Shopping Method

**Ministry of Agriculture, Livestock, Land and Irrigation**
**Agriculture Division**

| **Item / Items**<br><br>**.....**<br><br>**(For Office Use Only).** |
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| | | | |
|---|---|---|---|
| 01. | Expected Goods/ Work/ Services for the registration Item/Items (ex: If you are requesting "All office stationery items", indicate number 1.) | | |
| 02. | Area/s of Business (Ex : Construction – Aluminum Work 37 - vi) | | |
| 03. | Name of the Applicant | | |
| 04. | Name of the Institution/ Company | | |
| 05. | Postal Address | | |
| 06. | **Contact Details** | | |
| | Telephone No | Fixed | |
| | | Mobile | |
| | Fax No | | |
| | e-mail Address | | |
| | Web site | | |
| 07. | Name of the Contact Person | | |
| | National Identity Card No | | |
| | Designation | | |
| | Telephone No | | |
| 08. | Nature of the Business (Remove the unnecessary words) | Sole Agent/ Importer/Manufacturer/Wholesale Seller/ Retail Seller:<br>Other | |

| | | | | |
|---|---|---|---|---|
| 09. | Business Registration Certificate (Certified copy should be attached) | No: | | |
| | | Date: | | |
| 10. | VAT Registration No<br>(Copy of the VAT Certificate should be attached. If not registered for VAT, a letter issued by the Commissioner General of Inland Revenue should be attached.) | | | |
| 11. | Only for Civil Construction Items. Copies of the relevant certificates or pages should be attached.) | Registration No. of Construction Industries Development Authority (CIDA) | | |
| | | Registered Category/ Grades | | |
| 12. | If registered as an authorized lacal Agent of a foreign institution, relevant details should be provided. (copies of the authorization certificates issued by the foreign institution must be attached) | Name of the Main Foreign Company. | | |
| 13. | Experience in relevant Business (No. of years) | | | |
| 14. | Maximum credit period offered for transactions (Submit the No of Days) | | | |
| 15. | Details of the Bankers | Name of the Bank | | Account Type |
| | | | | |
| | | | | |
| 16. | Details of the Item fee paid for Ministry of Agriculture, Livestock, Land and Irrigation. | No of Items Applied | | |
| | | Total Cost of paid as the item fee | | |
| | | Receipt No | | |
| | | Date | | |

**Please paste the original copy of the cash receipt here.**

**Special Note:**

- Suppliers/Contractors submitting applications for registration to provide motor vehicle repair services under Item No. 21 of Category (B) – Provision of Services, in the application form for the supply of Goods, Works and Services, are hereby informed that it is mandatory to submit **a specimen of their official company seal** and letterhead along with the application.

Your kind attention and compliance in this regard are requested.

I hereby confirm that I have read and understood the instructions and conditions issued with this application for the registration of suppliers/ contractors for the supply goods, work & services to the Ministry of Agriculture, Livestock, Land and Irrigation - Agriculture Division for year 2027 and I am agree with those instructions and conditions.

.....
Signature of the Applicant

Name of the Applicant: …….

Designation of the Applicant:

Date: …… Official Seal :-