

**Application for registration of Suppliers for the
Department of Agriculture for the Year 2021**

1. A. Supplies/Services for which registration is sought
.....
(Please indicate the classification number given in the notice)

B. State the items/services that could be supplied
.....
.....
.....
.....
(Relevant documents should be submitted to prove experience in supplying the above materials/services)
2. To which District/Districts registration is sought:
.....
(Preference will be given to the suppliers who are residing in the District concerned.)
3. Name & address of the Company:
.....
.....
Telephone number:.....Fax number:.....
4. Business registration number:
(Copy of the Business Registration should be attached)
5. Whether the agent for the District or All Island and if so, the license No. and date:
.....
6. Name and address of Stores/Factory :
.....
.....
.....
7. The VAT No, If Registered for VAT:
(Copy of the VAT Registration should be attached)
8. Number of the receipt obtained on payment of Rs. 500/=.....
(Original copy of the Bank Receipt. should be attached)

Signature of Applicant :

Date:

Seal :

General Conditions for the Applicants

1. Application should be submitted separately under each category mentioned above. Rs.500/- being the registration fee drawn in favor of peoples' bank Account Number - 057100139027201 or Bank of Ceylon Account Number - 0007042565 of should be attached to each application. Otherwise a receipt obtained from shroff of the Department on the payment of Rs.500/- should be attached too.
2. Registration will only be considered for supplies and services listed in Business registration Certificate and therefore a photocopy of Business registration Certificate should be attached to the application.
3. Relevant documents should be submitted to prove your experience in supplying the materials / services, which you wish to supply.
4. The institutions will send application for registration is more than one categories can enclose the applications prepared as above in one and the same envelope.
5. In the case of supplies among registered suppliers who will not submit bids and who will fail to supply supplies, services within the period prescribed on requirement, their registration will be cancelled without notice.

Director General of Agriculture