

**REGISTRATION OF SUPPLIERS/ CONTRACTORS
FOR YEAR – 2011
MINISTRY OF DEFENCE**

1. According to the Extra Ordinary gazette No 1508/08 dated 30 July 2007, applications are hereby invited by the Secretary, Ministry of Defence from foreign manufactures and authorized agents of manufactures, local manufactures, suppliers and civil engineering contractors/consultants who wish to register themselves with the Ministry of Defence for the supply of goods and services during the year 2011, for the departments and Agencies coming under the purview of the Ministry of Defence listed below:

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| <ul style="list-style-type: none"> * Ministry of Defence * Sri Lanka Army * Sri Lanka Navy * Sri Lanka Air Force * Sri Lanka Police * Kotalawala Defence University * Rana Viru Seva Authority * Defence Service Command & Staff College * Sri Lanka Land Reclamation & Development Corporation | <ul style="list-style-type: none"> * State Intelligence Service * National Cadet Corps * Special Task Force * Department of Civil Security * Dangerous Drug Control Board * Center for Research & Development * Defence Service College * Department of Coast Guard * Urban Development Authority |
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2. Applicants who seek registration should obtain a set of application forms from the Chief Accountant, Ministry of Defence, 15/5, Baladaksha Mawatha, Colombo 3 on or before 19th November 2010 at 3.00 pm during office hours on payment of Rs.500/= in cash. Applications will not be issued after 19th November 2010 under any circumstances.

3. A set of application forms (approx 60 pages) will consist of :

- ❖ The detailed category list (approx. 45 pages)
- ❖ Main application form,
- ❖ Foreign supplier's data sheet, (Annex "A")
- ❖ General instructions and terms and conditions (Annex "B" , "B1").
- ❖ Pay In Voucher (PIV)
- ❖ Notice of Closing dates of paying Application fees / Category fees

The detailed Category List indicates the items under each category and categories that are restricted to local suppliers as well as to foreign suppliers.

4. Information regarding the main titles, status of suppliers and the number of categories identified under the each title are appended below:

Main Category	State of the Supplier	No. of Categories under Each Title
General Engineering	Local & Foreign	26
Stationary	Local & Foreign	7
Office Equipment and Machinery	Local & Foreign	18
Clothing Material, Uniform & Accessories, Flags and Traffic Equipment	Local & Foreign	16
Building Materials and Hardware	Local	27
Motor Vehicles	Local & Foreign	21
Medical Equipment	Local & Foreign	10
Fire, Diving, Safety & Special Military Security Items	Local & Foreign	12
Electrical Appliances, Fittings & Accessories including Wire & Cables	Local	18
Communication/Electronic Equipment	Local & Foreign	74
Furniture	Local	6
Armaments Tool Kits	Foreign	14
Sports Items	Local	1
Musical & Band Instruments	Local & Foreign	3
Household/ Cookery & Cutlery Items	Local & Foreign	3
Plant, Machinery, Equipment & Spares	Local & Foreign	39
Horses & Dogs and their Items	Foreign	6
Food Items	Local & Foreign	29
Repairs, Installation & Services	Local & Foreign	172
Air craft Engine Components & Accessories	Foreign	20
Spares for Propellers/ Rotor Blades related spares	Foreign	13

Hydraulic & Pneumatic Components and spares	Foreign	19
Landing Gear and Related Spares	Foreign	20
Tyres and Tubes and accessories for Air craft wheels and brake	Foreign	19
Weels & Brakers and related spares	Foreign	20
Electrical Instrumental Components and related spares	Foreign	20
Accessories and spares for Auto pilot systems	Foreign	11
Batteries and Spares	Foreign	20
Airframe Components	Foreign	20
Spares for Airframe/Structural Components	Foreign	20
Airframe general hardware and spares	Foreign	8
Fire Bottles and Cartridges	Foreign	19
General / Special Tools and Test Equipment	Foreign	4
Special Tools for Aircraft Maintenance	Foreign	20
NDT Components, Spares and Materials	Foreign	5
Aerial Delivery System Components, Materials and Spares	Foreign	7
Air craft Consumable Materials	Foreign	8
Air craft Related Safety Equipment	Foreign	8
Para jumping equipment & related accessories	Foreign	6
Avionics equipment/spares for SLAF aircrafts	Foreign	20
SLAF Avionics equipment spares	Foreign	21
Airfield construction equipment	Foreign	6
Repairs/ Overhaul/Pool Exchange- Engines components	Foreign	19
Repairs/ Overhaul/Pool Exchange- Airframe component	Foreign	20
Repairs/ Overhaul/Pool Exchange-Hydraulic & Pneumatic equipment	Foreign	20
Repairs/ Overhaul/Pool Exchange-Landing Gear components	Foreign	20
Repairs/ Overhaul/Pool Exchange- Electrical & Instrument components	Foreign	20
Repairs/ Overhaul/Pool Exchange-Fire Bottles	Foreign	20
Structural repair, overhaul, & refurbishing of Air craft	Foreign	20
Repairs/ Overhaul/Pool Exchange-Safety equipment	Foreign	01
Retreading of tyres	Foreign	17
Repairs – NDT equipment	Foreign	01
Servo Actuators	Foreign	01
Hony comb panels-Bell 206/212/412/412EP Helicopters	Foreign	01
Ejectors tubes and oil coolers-Bell206/212/412/412EP Helicopters	Foreign	01
Fixed and Rotary Wing Air Craft related equipment	Foreign	09
Specialized Repair/ Overhaul/Pool Exchange of Avionics items	Foreign	01
Repair/ Overhaul/Pool Exchange-Avionics items	Foreign	24
Naval Craft Engine	Local & Foreign	6
Naval Engine Spares	Local & Foreign	6
Naval Generators & Spares	Local & Foreign	6
Naval Engines for OBM and Spares	Local & Foreign	3
Miscellaneous	Local & Foreign	41
Specializes services for SL Navy	Local & Foreign	14
REGIONAL LIST OF SUPPLIERS		
Local material for the provincial based camps and offices	Local	15

5. Those who do not have Business Registration in accordance with Section 103 of the Companies Act No.17 of 1982 or similar legislation in the respective countries are not qualified to seek registration. The date of the incorporation of the company that was either in Sri Lanka or another country should be on or before 1st January 2010. A true copy of Certificate of Incorporation or Certificate of Business Registration issued by Registrar of Companies or the respective Local Government Body should also accompany the application after authentication by an Attorney-at-Law or a Notary Public.
6. A separate list of suppliers / contractors for the supply of local / regional materials and services indicated under separate categories will be maintained by the Ministry of Defence. Those who are interested in registering as a regional / provincial supplier, should provide the Business Registration Certificate which register under the particular province. They must indicate clearly the “Province” in the application.
7. Contractors who seek to register under Civil Engineering Construction work beyond Rs.5 Million are required to be members for the year 2010/2011 of the Institute of Construction Training and Development (ICTAD) and also the National Construction Contractors Association of Sri Lanka (NCCASL).
8. The list of registered suppliers/contractors for the year 2010 presently maintained by the Ministry of Defence **will become non-operative on 31st December 2010.**

9. A registration fee of Rs.1,000/= (Rs. One Thousand) will be charged against each **CATEGORY** (like A1, A2, A3, etc) for each applicant. If an applicant (mostly local agent) requests for registration for more than one principal, a separate application should be submitted for each such principal. The fee should be paid to the Chief Accountant, Ministry of Defence by cash, and the receipt (original) obtained should be attached to the application (Cheques or Money Orders will Not be accepted). Category fee will be accepted until 3.00 pm on 26th November 2010. Category fees will not be accepted after 3.00 pm on 26th November 2010 under any circumstances.
10. Duly completed application forms together with all the necessary documents should be sent by registered post to :
The Chief Accountant
Ministry of Defence
15/5, Baladaksha Mawatha
Colombo 03.
- On or before 03rd December 2010. The top-left-hand corner of the envelope containing the application in respect of Local Suppliers should be marked as “**REGISTRATION OF SUPPLIERS – 2011 (Local)**” and Foreign Suppliers marked as “**REGISTRATION OF SUPPLIERS – 2011 (Foreign)**”. Hand delivered applications will not be accepted. Ministry of Defence will not take any responsibility / liability if any delay in post / mail.
11. In respect of registration of foreign institutes by the local agents representing foreign principals the same registration procedure applicable to foreign suppliers has to be followed. The local agents are advised to obtain Power of Attorney form their principals. An Attorney-at-Law or a Notary Public should authenticate the Power of Attorney. The validity period should be clearly indicated and should include the period from 01.01.2011 to 31.12.2011. The Original copy of Power of Attorney signed by Chief Executive Officer of respective principal should accompany the application. Certificate of Incorporation issued by Registrar of Companies of the respective country to the principal should also accompany the application after authentication by an Attorney-at-Law or a Notary Public in the respective countries.
12. Institutions who are seeking registration should provide certified copies of under mention legal documents (with other documents) with the application.
- a. Limited liability companies - Memorandum of Association.
 - b. Other institutions - Business Registration Certificates.
- Any business activities other than activities mention in the above certificates will not be considered for registration.
13. Overseas suppliers may obtain application forms with the other documents from the Sri Lanka Diplomatic Missions abroad on payment of US\$.7.5/=. The registration fee for a category for overseas suppliers should be paid in US Dollars at the rate of US\$ 15/= per category (i.e. A1, A2, etc). The original copies of the receipt issued by the Mission with regard to application fee and registration fees should be submitted along with the application
14. Restricted quotations will normally be called from the registered suppliers. However, the Ministry of Defence reserves the right to call quotations from a short listed of suppliers or from any other supplier, when it is necessary.
15. A Special board appointed by the Ministry of Defence will consider all the application and will take necessary action to register only applicants who fulfill the requirements. Applications which are incomplete / do not fulfill the requirements satisfactorily and late applications will be rejected.
16. Registration is liable to be cancelled without notice of those suppliers who fail to quote when requested or fail to execute an order in time or fails to submit samples when requested or whose suppliers do not conform to specifications or differ from the approved samples.

Gotabaya Rajapaksa RWP RSP psc
Secretary
Ministry of Defence

Ministry of Defence,
15/5, Baladaksha Mawatha,
Colombo 03. Sri Lanka
01st October 2010.

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