



**ආරක්ෂක අමාත්‍යාංශය**  
**பாதுகாப்பு அமைச்சு**  
**MINISTRY OF DEFENCE**

ආරක්ෂක මූලස්ථාන සංකීර්ණය, ශ්‍රී ජයවර්ධනපුර කෝට්ටේ, ශ්‍රී ලංකාව.  
பாதுகாப்பு தலைமையக கட்டிடம், ஸ்ரீ ஜயவர்தனபுர, கோட்டை, இலங்கை.

Defence Headquarters Complex, Sri Jayawardenepura, Kotte, Sri Lanka. Website : [www.defence.lk](http://www.defence.lk)

මගේ අංකය  
எனது இல  
My No

MOD/SUP/8/2024

ඔබේ අංකය  
உமது இல  
Your No

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P.O. Box

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செயலாளர்  
Secretary

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දිනය  
திகதி  
Date

2024.01. 12

Dear Supplier,

**Registration on Electronic Government Procurement (e-GP) System**

As you are aware, the e-GP Secretariat of Ministry of Finance Economic Stabilization and National Policies is developing and implementing the Electronic Government Procurement (e-GP) System in Sri Lanka to be used by all Government Procuring Entities for procurement of Goods, Works and Services. The URL to access e-GP system is [www.promise.lk](http://www.promise.lk).

With reference to the Public Finance Circular No 08/2019 on Implementation of the electronic Government Procurement (e-GP) system in Sri Lanka, Government Procuring Entities are required to request all suppliers in the Annual Supplier Registration to register in the online Government procurement platform ([promise.lk](http://promise.lk)).

Ministry of Defence will start using the Promise e-GP system for Goods procurement under shopping procurement procedure. Requesting quotations/bids through this system can be obtained only from registered suppliers after 15<sup>th</sup> of February 2024 and we observed that your organization has not yet registered in this system yet. If you are not registered under Promise e-GP system, you will not get an opportunity to submit quotations/bids after 15<sup>th</sup> of February 2024 under shopping procurement procedure.

Therefore, please do register in Promise e-GP system by 15<sup>th</sup> February 2024 if you wish to continue as a supplier with our organization.

Please pay attention to following requirements when you register in [promise.lk](http://promise.lk)

1. First refer the "Vendor User Guide" which is attached separately for you to understand how to register and submit quotations in the e-GP system.
2. Use the Help Desk no +94-11-215-1467 if you are unable to do the activities after referring the User Guide.
3. You need to upload a PDF soft copy of your Business Registration at the time of registration.
4. You are required to pay Rs 5000 as the registration fee using a credit/debit card. Cash or cheque payments are not acceptable.
5. E-GP Secretariat will take one working day to accept your registration and then you receive an email/SMS mentioning your password to log in to the promise system

අතිරේක ලේකම් (පරිපාලන)  
தேய்திக செயலாளர் (நிர்வாகம்)  
Additional Secretary (Administration)  
අතිරේක ලේකම් (ආරක්ෂණ)  
தேய்திக செயலாளர் (பாதுகாப்பு)  
Additional Secretary (Defence)  
ප්‍රධාන මුද්‍රා ඇමති - I  
தலைமை நிதி அலுவலர் - I  
Chief Financial Officer - I

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ෆැක්ස්./දුර./Fax. - 011 2446300  
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ෆැක්ස්./දුර./Fax. - 011 2390720

අතිරේක ලේකම් (විවිධ ආරක්ෂණ හා සංවර්ධන)  
தேய்திக செயலாளர் (விவිධ பாதுகாப்புக் கட்டுவியும்)  
Additional Secretary (Civil Defence and Development)  
අතිරේක ලේකම් (පාරවිද්‍යාත්මක සංවර්ධන හා ප්‍රතිපත්ති)  
தேய்திக செயலாளர் (பாதுகாப்பு மற்றும் மேம்பாட்டு)  
Additional Secretary (Parliament Affairs and Policy)  
ප්‍රධාන මුද්‍රා ඇමති - II  
தலைமை நிதி அலுவலர் - II  
Chief Financial Officer - II

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අධ්‍යක්ෂ ජනරාල් (පරිපාලන)  
பணிப்பாளர் துறையம் (நிர்வாகம்)  
Director General (Planning)  
අතිරේක ලේකම් (පාලන)  
தேய்திக செயலாளர் (தொழில்நுட்பம்)  
Additional Secretary (Technical)

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ෆැක්ස්./දුර./Fax. - 011 2336559

දුර./දුරා./Tel. - 011 2333930  
ෆැක්ස්./දුර./Fax. - 011 2421479

6. You may change your password after log in into the system. (My Profile – View – Settings – Change Password)
7. You need to add the relevant CPV code in to your profile for procuring entities to categorize which Goods, Works or Services you offer. (My Profile – View – Services and Goods – Add new CPV to your profile – select and submit)

Your kind cooperation in this regard is highly appreciated.



Deepika Buddhadasa  
Chief Financial Officer  
For Secretary Ministry of Defence