



WAYAMBA UNIVERSITY OF SRI LANKA KULIYAPITIYA

REGISTRATION OF SUPPLIERS FOR THE YEAR 2024

Applications are invited from suppliers and Contractors who wish to register with the Wayamba University of Sri Lanka for the supply of under mentioned items, services and constructions for the year 2024. Suppliers will be registered under 43 categories.

Separate application should be submitted for each Group, if registration is sought for more than one Group. A nonrefundable fee of **Rs.2000/=** should be paid for the registration for **each Group** by a bank draft, **valid for 90 days**, drawn in favor of “**Wayamba University of Sri Lanka**” and should be attached to the application. **Cheques and money orders will not be accepted.** The University reserves the right to accept or reject any application.

Suppliers who have not responded to letters calling for quotations or defaulted or dishonored the orders awarded during the year 2023 will be considered for registration upon a decision taken by the University Procurement Committee. Quotations usually be called from registered suppliers, but the University reserves the right to call quotations from other sources as well to obtain competitive offers or when number of suppliers are limited.

The suppliers those who wish to register for the year 2024 should agree to offer a credit facility for a period of at least 30 days.

A copy of business registration , the VAT registration, National Identity Card / Cards and manufacture authorization letters for group no.02 should be sent along with the application . Applicants who wish to register themselves for construction contracts should submit a copy of **CIDA** Registration, along with application in addition to the above certificates. You are kindly requested not to attach unnecessary documents with the application.

The details of the categories / sub categories and specimen application are given below. The document can also be downloaded from University Web Site www.wyb.ac.lk. The envelope containing application marked as “**Application for Registration of Suppliers -2024**” on the top left hand corner should be sent under registered post to the “**Deputy Bursar / Supplies, Wayamba University of Sri Lanka, Kuliypitiya**” on or before **31st October 2023**.

Any clarifications could be obtained from Deputy Bursar/ Supplies, Wayamba University of Sri Lanka. (T.P. 037-2283617)

Registrar,

Wayamba University of Sri Lanka, Kuliypitiya.

06-10-2023

Procurement of Goods

Group No 01

Stationery and Office Consumables

- 1.1 Printing Papers, Materials, Typing Sheets, Roneo Papers, Carbon papers, Envelopes, File Covers, C.R. Registers, Pad Ink, Ink Pads, Pins , Paper Clips , Staplers , Stapler Pins, Paper Weights, Pens (Ball Point), Pencils, Chalks, Rubber Stamps, Magi Boards & Magi Board Pens etc...
- 1.2 Photo Copy Papers & Computer Stationary
- 1.3 Books & Periodicals.

Group No 02

Toners, Cartridges , Ribbons and Ink etc

(Manufacture authorization letters should be sent along with the application.)

Group No 03

Office Furniture

- 3.1 Office Furniture (Wooden)
- 3.2 Office Furniture (Steel)
- 3.3 Office Furniture (Fiberglass)
- 3.4 Polymer and plastic Furniture
- 3.5 MDF Furniture

Group No 04

Office Equipment

- 4.1 Calculators, Photocopiers, Electric and Manual Typewriters, Communication Equipment, Roneo Machines, Fax Machines etc.
- 4.2 Computers, Computer Software and Hardware Items.
- 4.3 Audio Visual Equipment & Consumables
- 4.4 Electronic Equipment & Consumables
- 4.5 CCTV Camera Systems
- 4.6 Network Items

Group No 05

Electrical Goods and Appliances.

- 5.1 Deep Freezers, Refrigerators, Washing Machines
- 5.2 Generators, Air – Conditioners.
- 5.3 Fan, Ovens, Vacuum Cleaners, Floor Polishers, Hot Cupboards, Water Dispenser, Electric Kettle, Water Filter.
- 5.4 Television, Video Recorder, Voice Recorder,

Group No 06

Laboratory Chemicals and Equipment.

- 6.1 Laboratory Equipment & Microscopes
- 6.2 Laboratory Chemicals, Molecular Regents and Glassware

- 6.3 Agro Chemicals
- 6.4 Organic Fertilizers / Chemical Fertilizers
- 6.5 Nursery Materials / Plants
- 6.6 Laboratory Consumables (pipette tips, plastic tube etc)
- 6.7 Medical Equipment and Model
- 6.8 Manikin
- 6.9 Instruments and Related Instruments for Engineering Labs

Group No 07

Food grade chemical & Reagents

- 7.1 Milk Production Raw Materials
- 7.2 Enzyme
- 7.3 Calcium Chloride
- 7.4 Approved Coloring & Flavors

Group No 08

Chemical & Reagents Related to Animal Biotechnology

- 8.1 Taq Polymerase Enzyme.
- 8.2 DNTP
- 8.3 100 Base Pair Ladder
- 8.4 Bovine Serum Albumin (BSA)

Group No 09

Veterinary Medical Items & Equipment Related to Animal Management.

- 9.1 Veterinary Medicinal Items
- 9.2 Medical Aids
- 9.3 Feed Ingredients
- 9.4 Equipment Related to Breeding
- 9.5 Food , Water Equipment & Cage for Animal etc

Group No 10

Motor Spare Parts

- 10.1 Motor Spare Parts and Vehicle
- 10.2 Tyres ,Tubes & Batteries.
- 10.3 Vehicle System Training Simulators & Tools

Group No 11

Hardware Items and others.

- 11.1 Paints, Polish, Wax, Varnish, Thinner and Turpentine
- 11.2 Steel, G.I Sheets & Pipes, Wire Nails, Bolts and Nuts, Water Tanks, Hoes, Pickaxe, Wheel – Barrows, Crowbars etc.
- 11.3 PVC Pipe & Fittings
- 11.4 Crockery, Cutlery, Sanitary – Ware and Kitchen Utensils Bathroom Fittings.
- 11.5 Brooms, Brushes and Ekel Brooms
- 11.6 Rubberized and Coir Mattresses

- 11.7 Bulbs, Wires, Meters, Cables, Switches, Plug Tops, Holders and Other Electrical Appliances.
- 11.8 Bricks, Sand, Rubble, Metal and Lime, Cement, Tiles, Glasses
- 11.9 Timber and Sawn Timber

Group No 12

Sports Good.

- 12.1 Sport Good
- 12.2 Sports Equipment

Group No 13

Sport Wear.

- 13.1 Sport Wear

Group No 14 Pharmaceuticals.

Group No 15

Uniform Textile, Curtain Materials, Shoes, Raincoats

- 15.1 Cloth for Uniforms
- 15.2 Curtain Materials
- 15.3 Shoes (normal)
- 15.4 Protective Shoes
- 15.5 Raincoats, Overall Kits

Group No 16

Safety Equipments

- 16.1 Fire extinguisher etc
- 16.2 Fire Protective Equipment

Group No 17

- 17.1 Medals (Bronze / Gold plated)
- 17.2 Degree Scrolls
- 17.3 Degree Cloaks
- 17.4 Garlands

Procurement of Services

Group No 18

Repairs to Office Equipment

- 18.1 Repairs of Manual & Electronic Typewriters & Office Equipments & Calculators.
- 18.2 Repairs of Computers, Printers, Photocopy Machines, Fax Machine.
- 18.3 Repairs of Refrigerators, Deep-freezers & Air – Conditioners
- 18.4 Repairs of Audio, Visual Equipment.
- 18.5 Repairs of Communication Equipment (eg: Fax Machine)
- 18.6 Repairs of Medical Instruments.

Group No 19

Printing Activities & Binding of Books

- 19.1 Printing Works & Book Binding.
- 19.2 Printing ID card, Students Record Books

Group No 20

Rattaning of Chairs

Group No 21

Supply of Purified Water

- 21.1 Supply of Purified Water from Bowers.

Group No 22

Tube Well

- 22.1 Supply of Maintenance and Service of Tube Well Water Pumps
- 22.2 Construction of Tube Well

Group No 23

Electrical Generators

- 23.1 Maintenance and Service of Electrical Generators

Group No 24

Motor Vehicle Repairs

- 24.1 Motor Vehicle Repairs, Servicing & Lubrication
- 24.2 Auto A.C, Auto Electrical, Tinkering & Painting, Engine Repairs, Upholstering

Group No 25

Cleaning & Janitorial Services,

- 25.1 Offices, Lecturer Halls, Quarters etc
- 25.2 Gully Services
- 25.3 Landscaping
- 25.4 Curtain Materials
- 25.5 Dry cleaning services / Laundry services
- 25.6 Laundry of Laboratory Coats
- 25.7 Laundry of Mattress Cover, Towels, Pillow Covers
- 25.8 Service for transportation and burred or cremate dissected cadaveric debris and waste

Group No 26

Interior Decorators

- 26.1 Interior Decorators (Curtains, Vertical Blinds, Glass Tinted and Stickers, Floral Arrangements)

Group No 27

Labour Outsource Services

- 27.1 Supply of Labour Services
- 27.2 Supply of Security Services

Group No 28

Hiring of Vehicles (Air Conditioned / Non Air Conditioned)

28.1 Hiring of Vehicles: From Kuliypitiya and From Makandura. (Car, Van, Bus, Lorry etc)
It should be clearly mentioned from which premises this service can be provided

Group No 29

Construction Machinery

29.1 Hiring of JCB, Backho, Earth Moving Machine, Tipper, Trucks, Earth Compacting Machine.

Group No.30

Hiring of Canapees

Group No.31

Catering Services

Group No.32

Library Books and Magazines (Publishers and Local Representatives)

Group No.33

Service of Fire Extinguisher / Fire Protective Equipment.

Group No.34

Photography, Videography of Convocations

Procurement of Works

Group No.35

Computer Networking

Group No.36

Aluminium Fabricators (Aluminium Partition, Gypsum Board Partition, Suspended Ceiling, MDF Partition)

Group No.37

Steel and Stainless Steel Fabricators (Fence, Heavy steel Furniture, Balustrades, Welding Works, Trusses)

Group No.38

Road Construction Contractors

Group No. 39

Building Construction Works, Repairs, Renovation, Extensions, Colour Washing and Rehabilitation Works. (Copy of the CIDA registration should be attached)

Group No. 40

Carpentry Items and Accessories

Group No. 41

Workshop Machineries Tools and Supplies

Group No. 42

Welding and Forging Supplies & Accessories

Group No. 43

Electrical & Electronic Components and Accessories

***Specimen Application for Registration as Suppliers – 2024 Wayamba
University of Sri Lanka***

01. Name of the Business Organization :
02. Address :
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03. Contact Details
- ❖ Telephone numbers : ❖
Fax numbers :
- ❖ E-mail addresses :
04. Type of the Business Organization (put a tick (√) mark on the relevant cage
- | | |
|--------------------------------------|--|
| Sole Proprietor | |
| Partnership | |
| Limited Liability Company | |
| Government Owned Venture Corporation | |
05. Name of the Owner/ Owners :
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06. N.I.C No & Passport No :
07. Whether Manufacturer, Sole Importer, Sole Agent, Sole Distributor or
Stockiest etc :
08. Business Registration Number :
09. Nature of the Business :
10. Name of the Banks and Account Numbers :
11. VAT Number :
- TIN Number :

12. Group number and sub group numbers of which registration is sought

13. I. Group No

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II. Sub group No. /s

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*** (Separate applications should be made for each Group of items/ Group of service, if registration is sought for more than one Group of item / Group of service)**

13. Whether agreeable to give minimum 30 days credit facility:

14. Other available facilities, transportation, storage etc :

15. (I) Bank Draft No :

(II) Amount : Rs.

A copy of the following certificates are annexed. (put a tick (√) mark on the relevant cage

1	Business Registration certificates	<table border="1" style="width: 100%; height: 20px;"><tr><td></td></tr></table>	
2	VAT Registration certificates	<table border="1" style="width: 100%; height: 20px;"><tr><td></td></tr></table>	
3	National Identity Card or Cards	<table border="1" style="width: 100%; height: 20px;"><tr><td></td></tr></table>	
4	CIDA certificates	<table border="1" style="width: 100%; height: 20px;"><tr><td></td></tr></table>	
5	Manufacture authorization letters	<table border="1" style="width: 100%; height: 20px;"><tr><td></td></tr></table>	

Date :.....

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Signature of Applicant
Official Rubber Stamp