



Rajarata University of Sri Lanka - Mihintale
Registration of Suppliers for Goods, Services and Works – 2025

Applications are hereby invited to Manufacturers, Distributors, Companies, Corporations, Co- Operative Societies, Whole Sellers and Retailers and Dealers, who wish to register themselves to supply the under mentioned goods, services and works for Rajarata University of Sri Lanka at Mihintale for the Year 2025.

Procurement of Goods, Services and Works

Code	Items	Code	Items
	Accommodation Facilities		Printing & Binding Works
AC 01	Rooms, Conference Halls, Hotels	PB 01	Printing of File Covers, Envelopes, Letter Heads, Exam papers, Books & Periodicals etc.,
	Animal Feed Ingredients		
AF 01	Animal Feed	PB 02	Laminating & Binding of Books
	Agricultural Supplies		Pest Control
AS 01	Agro Chemicals	PC 01	Anti-Termite Treat
AS 02	Chemical Fertilizer		PVC Items & Bathroom Fittings
AS 03	Poultry Items (Broiler, Chicks and Feeds)	PV 01	Water Tanks
AS 04	Seeds, Nursery Materials and Plants	PV 02	PVC Pipes, Ball Valve and Fittings etc.,
	Auto Electrical	PV 03	Sanitary ware and Bathroom Fittings / Accessories
AE 01	Auto Electrical	PV 04	Manufactures Doors (Plywood PVC Doors) etc.,
	Books, Periodicals & Newspapers		Safety Equipment
BK01	Books and Periodicals (Local & Foreign)	SA 01	Fire Protective Equipment, Gloves, Masks, Protective Helmets & Boots & Shoes
BK02	Newspapers, Magazines etc..	SA 02	Fire Extinguisher
	Building Material & Hardware Items		Specialized Construction Contractors
BM 01	Bricks, Sand, Cement Lime, Metal, ABC, Interlocking Paving, Hume Pipe, & Precast Concrete	SC 01	Specialized Construction Contractors
			Services
BM 02	Steel, GI Pipes, GI Sheets, Wire Nails, Barbed Wires, Mamoty, Pickaxes, Ladder, Wheel Barrow, Asbestos Sheet, Glass Sheets, Paints, Polish, Wax, varnish, Thinner, Turpentine	SE 01	Security Service
BM 03	Soil & Gravel	SE 02	Cleaning Service
	Building Construction & Rehabilitation	SA 02	Fire Extinguisher
C4	CIDA Registered as C4	SE 03	Landscaping Service
C5	CIDA Registered as C5	SE 04	Courier service
C6	CIDA Registered as C6	SE 05	Photocopy & Printing Service
C7	CIDA Registered as C7	SE 06	Tree Cutting
C8	CIDA Registered as C8	SE 07	Hiring of Construction Equipment (JCB, Excavator, Compressor etc.,)
C9	CIDA Registered as C9	SE 08	Hiring of Vehicles (Busses/ Lorries/ Vans/ Cars/Gully Vehicles etc.,
	Communication Equipment	SE 09	Hiring of Photographic/ Video Equipment
CE 01	Televisions, Video Recorders, Voice Recorders, Audio Equipment	SE 10	Hiring of Chairs (Steel/plastic) and Tents
CE 02	Communication Sets, Telephone Instruments	SE 11	Vehicle Service & Interior Cleaning

CE 03	CCTV Systems	SE 12	Vehicle Canopy, Cushion, Covers, Carpeting Etc.,
CE 04	PABX & Intercom System		
CE 05	Network Cable & Accessories	SE 13	Skilled, Semi- Skilled and Un Skilled Labours
CE 06	Sound systems		
CE 07	Intercom Systems	SE 14	Event Management Services
	Chemical & Glass Ware	SE 15	Online Services
CG 01	Laboratory Chemical	SE 16	Consultancy scale for small business
CG 02	Laboratory Glassware	SE 17	Consultancy for IT related works
	Cleaning Materials	SE 18	Waiving Chairs
CM 01	Detergent, Disinfectants, Soap, Industrial Soap and Air Fresheners,	SE 19	Photography and Video Service
			Repairs, Services and Maintenance
CM 02	Janitorial & Cleaning Items	RP 01	Laboratory Equipment (Medical, Agriculture Lab Equipment)
CM 03	Brooms, Ecle Brooms, Brushes (Plastics & Coir) & Coir Rugs, Dustbins		
	Electrical Equipment	RP 02	Refrigerators, Deep Freezers, Air Conditioners, and other Electrical Appliances
EE 01	Fans		
EE 02	Ovens	RP 03	Computers, Printers, Scanners, Photocopiers and other Computer Peripherals etc.,
EE 03	Vacuum Cleaners, Floor Polishers		
EE 04	Air Conditioners, Water Cooler	RP 04	Televisions, Sound systems & Intercom Systems
EE 05	Deep Freezers, Refrigerators		
EE 06	Hot Cupboards and Food Containers	RP 05	Injector Pump of vehicles
EE 07	Power Generators		
EE 08	Electric Kettles, Water Filters	RP 06	Vehicle (Petrol/Diesel) – Cars, Lorries, Busses, Three Wheelers & Motor Bicycles etc.,
	Electrical Goods & Accessories		
EG 01	Bulbs, Wires, Cables, Switches, Plug Bases, Plug Tops, Holders	RP 07	Gas System
EG 02	RCCB, MCCB, MCB	PR 08	Vehicle Silencers
EG 03	Electricity Meters		Steel Furniture
EG 04	Conduit Pipes & Other Electrical Accessories	SF 01	Filing Cabinets, filling Cupboard, Racks
	Electrical & Mechanical Services	SF 02	Tables & Chairs
EM1	Electrical & Mechanical Services	SF 03	Beds & Bunk Beds
	Food & Refreshments		Software
FR 01	Supply Food & Catering Services	SO 01	All kind of Software
FR 02	Supplying of Water Bottles	SO 02	Virus Guard
	IT Equipment		Sports, Souvenir & Trophies
IT 01	Computers, Laptops, Printers, UPS & Other Peripherals	SP 01	All Kinds of Sports Goods
		SP 02	Sports Wear
IT 02	Network Switch, Network Cable & Accessories	SP 03	Souvenir made out of Brass, Bronze, Glass, Wooden, Clay, Dockets, Plaques, Stone, Acrylic, Pens, Lanyards, Bags, Etc.,
IT 03	Smart Board, Multimedia Projectors and Overhead Projectors and Screens		
	Landscaping Items		Stationery & Office Requisition
LP 01	Plants for Landscaping, Turf, Coir Dust	ST 01	Inkpads, Pins, Paper Clips, Staplers, Stapler Pins, Ball Point Pens, Pencils, calculators, File Tags, Spiral Bindings and Other Stationery Items
LP 02	Root balled / Bur lapped Tree		
LP 03	Cow dung/ Compost	ST 02	All types of Toner, Cartridge and Ink
LP 04	Plastic & Cement Flower Pot		
	Medical Supplies	ST 03	Photocopying Papers, Duplicating Papers, Computer Papers, Typing Sheets, Printing Papers and Thermal Papers etc..
MS 01	Pharmaceuticals, Medicines & Drugs etc.,		
	Motor Vehicle Spares		

MV 01	Motor Spare Parts		Timber
MV 02	Tyres, Tubes & Batteries etc.,	TB 01	Sawn Timber and Planks, Rafters, Reefers
	Office Equipment		Teaching & Laboratory Equipment
OE 01	Fax Machines, Photocopy Machines, Duplicating Machines, Laminating Machines	TE 01	Geographical & Surveying Equipment
		TE 02	Laboratory Equipment & Tools,
		TE 03	Medical Equipment
OE 02	Camera, Camera Equipment	TE 04	Teaching Aids
	Other Supplies	TE 05	Laboratory Accessories
OS 01	All Grocery Items	TE 06	Microscopes
OS 02	Leather bags, Executive bags, Laptop Bag	TE 07	Electric & Electronic Equipment, Trainer Kit
OS 03	Flower Arrangements, Flower		
OS 04	Id Cards, Plastic Cards etc.,		Textile & Leather Products
	Wooden Furniture	TL 01	Cloth for Uniforms & Curtain Materials / vertical Blinds etc.,,
WF 01	Office Furniture	TL 02	Bed Sheets, Bed Covers, Pillow Cases, etc.,
WF 02	Classroom Furniture		
WF 03	Beds, Bunk Beds, Sofa Sets, etc.,	TL 03	National & Other Types of Banners & Flags
WF 04	Office Interior Decoration		
WF 05	Rubberized and Coir Mattresses, Pillows		
	Tools	TL 04	Mosquito Nets
TO 01	Engineering & Carpentry Tools	TL 05	Carpets
TO 02	Agricultural Tools & Machinery	TL 06	Garland, Cloaks & Scrolls
TO 03	Water & Drainage Equipment & Spares		

“Condition for Capital Work Contractor who wish to apply for Item Nos. C4,C5,C6,C7,C8,C9,SP1 & EM1 in the above list should have a valid registration in the Construction Industry Development Authority (CIDA) or (Earlier Institute for Construction Training and Development /ICTAD) (Please attach a copy of CIDA/ICTAD certificate for the relevant field) This condition is not applicable to Government Sector organizations” .

Applications should be prepared according to the specimen appended below and sent under registered cover with **“Registration of Suppliers Year 2025”** marked on the top left-hand corner of the envelop to reach **Senior Assistant Bursar, Supplies Division, Rajarata University of Sri Lanka, Mihintale** on or before **20th December 2024**.

The documents can also be downloaded from the university Website www.rjt.ac.lk

Non – refundable fees of **Rs. 1,000.00** per sub item should be paid to the university and receipt enclosed with the application. All payments should be made by deposit to the Rajarata University of Sri Lanka Account No 008-1-001-8-1725841 of Peoples Bank, Anuradhapura or use the payment gateway available in <https://payment.rjt.ac.lk/individual/> Applicants who do not satisfy the following conditions will not be considered for registration.

1. Suppliers/ Contractors/ Service Providers who are already registered with the University should re-apply for new registration for year 2025.
2. Applicant should have at least three years’ experience of supplying the relevant items (Goods/Works/ Services).
3. Relevant organization should possess a valid business registration & copy of the certificate of registration should be attached.

4. If the intended supplier is a limited liability company, certificate of incorporation of the company should be annexed with the application.
5. If the intended supplier is an organization other than non-limited liability company, a copy of the certificate of registration should be attached.
6. The Registration certificate of CIDA/ICTAD in connection with the construction contractors should be attached.
7. Every supplier should agree to provide a credit facility at least for 30 days.
8. VAT Registration certificate or the VAT exemption certificate issued by the Commissioner General of Inland Revenue should be attached.
9. For further Clarification please contact Senior Assistant Bursar/Supplies by 025-2266513

Registrar
Rajarata University of Sri Lanka
20/11/2024

01 Name of the Business organization / Contractor: -

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c. Fax:

b. Position: -

(Should attach the certified copy of VAT certificate)

(Whether a Government owned venture, corporation, Institution, sole proprietor, partnership or Limited liability Company, people's Company or a Business Firm)

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(A copy of the certificate of Business Registration or CIDA should be attached)

14 Category numbers apply for supply registration (Pls. write the numbers)

(LKR 1,000.00 for each category)

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