

Information for Supplier Registration 2025

01. Registration fees may be deposited to the Peoples Bank Mutuwel Branch Ac No: 214-1-001-6-3629909 via any Peoples Bank branch in Sri Lanka. Please contact Director Finance, Ocean University of Sri Lanka for more details. (Tele.011-4346993)

02. Application accompanied with Bank deposit slip should be deposited to the Procurement Office of the Ocean University of Sri Lanka, Crow Island, Mattakkuliya, Colombo -15 to be receive on or before 2.30 p.m. on 27th December, 2024 using the application which is published in our website. The top left-hand corner of the envelope enclosing the application should be mark the caption **“Registration of Suppliers and Contractors 2025”**.

03. **The Certificate relevant to the value of the contract applied for should be sent along with the application. A written statement should be submitted in proof of being successful Contractors. Contractors registered at ICTAD need not submit the Worth Certificate. However, the Registration Certificate should be valid up to 31.12.25.**

Sub Category	Main Category
Supply of Equipment (Main Category)	
1	Office Furniture/Lecture Hall Furniture/Library Furniture (Wooden/Steel and other)
2	UPS/Printers/ Photocopiers /Fax machines/Scanners/Multi Media Equipment/Projectors/ Roneo/Finger print Machines etc.,
3	Computers/Computer Peripherals/Laptops/Note books/Tabs
4	Air Conditioners and Accessories/Generators/Electric Fans/Refrigerators/Television etc.
5	Camera and Audio-Visual Equipment/Workstations/C.C.T. V Camera
6	Network Accessories/ Spares for Computer/ Storage Media /Anti-Virus Software
7	Sports Goods /Fitness equipment
8	Fire Protection equipment (Fire Extinguisher/Fire Alarm Systems etc.)
Supply Office Consumables/Printing & Advertising (Main Category)	
09	All kinds of office and general Stationary
10	Printer/Photocopy Toners, Ink Cartridges, Ribbons/Master rolls/ID printing plastic cards
11	Supply of Name Boards/Notice Boards/Rubber Stamps, Date stamps/Plaques & Medals
12	All type of Designing & Printing works (Newsletters/Annual reports/Magazines/Envelops/Forms Annual compliments(diaries/calendars), Brochures, Posters Banners etc.,)
13	Supply of Sanitary chemicals/ Toilet cleaning liquid/Disinfectants etc.
Supply of Training Equipment/Lab/Work shop Equipment (Main Category)	
14	Navigational Equipment with Radio Communication Equipment (GPS/Radar)

15	Life Saving Equipment & Tools including Service, repair and maintenance.
16	All Kind of Tools & Equipment for Gas Arc Welding
17	All Kind of Tools & Machinery Related to Lathe Work
18	Fiberglass Raw Materials & Boat Building Materials
19	Marine Paint, Manila, Polypropylene & Nylon Ropes & Fishing Gear
20	Spare Parts for Marine Craft, Marine Engines
21	Scuba Diving Equipment
22	Laboratory Equipment, Chemicals & Glassware's
23	Marine Engine Practical models (Out/In Board)
24	Fishing & Marine Electronic Training Tools/Equipment/Machine
25	Fishing gear
26	All spare parts require for aquariums
	Supply of Aquaculture and Aquatic Resources Equipment (Main Category)
27	All type of Test Kits relating to Aquaculture and water testing
28	Different Kind of Water pumps and accessories/Water meters
	Book Publishers (Main Category)
29	Books, Magazines, Journals, Periodicals, and videos related to Fisheries Science/ Aquaculture/ Marine Engineering/ Ocean Sciences/ Maritime transport and Logistics/ Coastal Resources Management and Scuba diving, Lifesaving, Marine safety, Inboard and Outboard engines etc.,
	Supply of Vehicle Spare Parts /Services & Repairs (Main Category)
30	Tyres, Tubes and Batteries
31	Spare Parts for all kind of motor vehicles.
32	Service of Vehicles (within 15 km)
33	Auto Electrical Repairs & Services
34	Tinkering & Painting / Wheel Alignments & Adjustments
35	Upholstery Work (Vehicle Seat Cushions, Seat Covers, Rubber Carpets etc.,)
36	Repairs of Silencers, Radiators, Air Conditioners
37	Motor Vehicle repairing Garages (20 km)
	Equipment Repairs & Maintenance (Main Category)
38	Repairs/Maintenance of Equipment (Fax/Photocopy/Printers/Air conditioner etc.,)
39	Repairs, Servicing& Maintenance of Air Conditioners
40	Repairs of Office Furniture (Wooden/Steel)
41	Repairs of Laboratory equipment
	Building Materials and Sanitary Wares (Main Category)
42	All kind of Building Materials/Sanitary accessories
43	All kind of Plumbing /Hardware items /Paints, Thinner and materials for painting
44	Electrical equipment, fittings and accessories
45	All kind of Timber materials

	Textile and Leather Products (Main Category)	
46	Uniform Materials (Gents and Ladies)	
47	Curtain Materials (Clothes, Vertical Blinds, Wooden Blinds)	
48	Mattress and Mattress covers	
49	Cloaks and Convocation Garlands	
	Supply of Services (Main Category)	
50	Security Services	
51	Cleaning and Janitor services	
52	Creation/Development of websites and Re-creating	
53	Supply of skill Labor sub contract work (Masons, Carpenters, Plumbing & Drainage work etc.)	
54	Internal pre-fabricated Aluminum portioning and repairs of building	
55	Electric Wiring/Computer and Network cabling	
56	Water Dispensers and water filling	
57	Photographers	
58	Hiring of vehicles and Transport services	
59	Repairs of Fishing Vessels & Engine	
60	Refilling of Fire Extinguishers	
61	Photographers	
62	Production of Audio/Video Documentary	
63	Pest Controlling	
64	Language Translators (English to Tamil, Japanese, Chinese & Other Foreign Languages)	
65	Consultancy Service (Civil Engineering Work)	
	Work- For Contractors	
	Value of Contract	
	1	Civil Construction works up to Rs. 500,000/=
	2	Works between Rs. 500,000/= & Rs. 2,000,000/=
	3	Works between Rs. 2,000,000/= & Rs.10,000,000/=
		Registration Fee - Rs
		1000/=
		1500/=
		2000/=

Conditions of Registration of Suppliers

1. Ocean University of Sri Lanka retains the right to call quotations and purchase goods/services from sources outside the registered list whenever such needs arise.
2. Contractors should submit application separately for each category of supplies and services and should make payments separately each item.
3. Suppliers should provide at least a 45 days credit period from the day supplies are made.
4. No advance payments will be made to suppliers.
5. Payments will be affected only after confirmation of the goods supplied, to be in line with the specification relevant to goods/services supplied.
6. Late submission of applications will be rejected.

SPECIMEN APPLICATION

OCEAN UNIVERSITY OF SRI LANKA
Application for Registration as a Supplier /Service / Contractor Provider
For the year -2025

- 1. Name of the Supplier/ Contractor Institution:
- 2. Address of the Supplier/ Contractor Institution:
- 3. Telephone No.
 - i. Permanent Tel No.:
 - ii. Mobile No.
- 4. Email Address:
- 5. Fax No.:
- 6. Business Registration number & Date:
- 7. Nature of Business:
- 8. Category of Goods/Services/Work for registration:

Sub Category No.	Description of Goods/Services/Work Supplied

- 9. Period provided for Credit Facility:
- 10. Banker's Names and Account Numbers:
- 11. VAT No. (If available):
- 12. ICTAD Registration No: (If applicable)

Field of Registration:

Expiry Date: Grade:

- 13. Charges for registering as a Supplier/Contractor- Rs
- Enclosed herewith deposit slip/sas the payment mentioned above.

I wish to state that all details submitted herein are true and accurate and that I agree to abide conditions imposed by the Chairman, Procurement Committee, Ocean University of Sri Lanka for providing Goods/services and executing contracts and therefore kindly request from you be registered as a supplier/contractor.

Applicants Name:

Applicants Signature and official stamp

Date:

