

Eastern Provincial Council
Registration of Suppliers and Contractors for the year 2017

Applications are invited from reputed suppliers, contractors and producers for the supply of goods, services and civil works for year 2018, of the Eastern Provincial Council in respect of the following districts.

1. Trincomalee

2. Batticaloa

3. Ampara

Part-I

Items No.	GOODS - Description		
G-1	Office & School Furniture	G-14	Educational Materials
G-2	Office Equipment	G-15	Sport Materials
G-3	Stationary & Office Requisition	G-16	Musical Instruments
G-4	Books & Periodicals	G-17	Medical Equipment & Medical Drugs
G-5	Building Materials	G-18	Hospital Supplies -Diets, Laundry, etc.
G-6	Building Partition & Decorations	G-19	Agricultural Equipment
G-7	Electrical Accessories and Fittings	G-20	Fertilizer, Agricultural Chemicals and etc.
G-8	Computers and Accessories	G-21	Agricultural seeds, Fruit Plant and Planting Materials
G-9	Social Welfare Items	G-22	Livestock feed and Other items & Veterinary Drugs
G-10	Electrical Instruments	G-23	Industrial Goods
G-11	Communications Equipment	G-24	Veterinary equipment and Veterinary
G-12	Motor Vehicle Spares	G-25	Fisheries Item
G-13	Miscellaneous & House Hold Item		

Item No.	SERVICES - Description
S-1	Printing of letter heads books & publications, poster, banners, key tapping name boards / signboard, letter printing, book binding, block making, rubber & date stamps
S-2	Repairs of furniture (office furniture, school furniture etc.)
S-3	Repairs and service of photocopiers, type writers, duplicators and other office electrical equipments
S-4	Repairs and service of computers, printers, etc,
S-5	Repairs & service of air conditioners, Electrical repairs including wiring
S-6	Provision of security services
S-7	Provision of sanitary services, cleaning of curtains.
S-8	Vehicle Repairs - Repairs of mechanical electrical circuits, Tinkering and painting, repairs of diesel and petrol vehicles etc.
S-9	Vehicle servicing, wheel alignment and wheel balancing etc.
S-10	Hire of vehicle including construction machineries on rent or lease.
S-11	Miscellaneous Service - catering service / supply of cooked meals, short eats, etc.

Part-II

Registration as Contractor for Civil Works.

Qualifications:

01. The contractors who have registered with CIDA for constructions are eligible to register themselves for small contracts up to Rs. 10,000,000 (Rs. Ten Million), and registered societies for works up to Rs. 2,000,000 (Rs. Two Million).
02. Certificates affirming capacity, qualifications and assets should be attached with copies & pre qualification document.
03. For civil work, the qualified contractors who are willing to register with EPC, requested to purchase a pre-qualification form, after making non-refundable payment as stated bellow to at Peoples' Bank Account No. **066-1-001-6-7200559** by cash in the name of "Deputy Chief Secretary -Finance, Eastern Provincial Council", on or before **15th November 2017**. All application should be sent under registered cover clearly marked "**REGISTRATION OF CONTRACTORS FOR THE YEAR 2018**" on the top left hand corner of the envelope.

04. Registration Fees

Registration fees for contractors should be paid as mentioned below and it will not be refunded.

Contract sum	Fees
Contract sum less than or equal to Rs. Two million	Rs. 2,000
Contract sum more than Rs. Two million and less than or equal to Rs. Five million	Rs. 3,000
Contract sum more than Rs. Five million and less than or equal to Rs. Ten million	Rs. 5,000

General Conditions

1. Documents to be furnished with the application,
 - a) Certified copy of Business Registration
 - b) Certified copy of Company Registration
 - c) If catering service copy of certificate obtained from area PHI / MOH.
 - d) Experience on the relevant trade and customer list.
2. The registration of suppliers and contractors will be valid only for the year 2018. Quotation will normally be invited from the list of registered suppliers and contractors. However, the procurer reserves the right to invite quotations from any other source.
3. Registration will be subject to assessment and evaluation and if found details given are false, the application will be rejected.
4. The Chief Secretary reserves the right to accept or reject any application received for registration without indicating any reasons.
5. Registered suppliers / contractors who fail to quote promptly when requested or fail to make or not responding to quote, deliver / complete work in time, in conformity with the samples / conditions will be liable to be written off from the register of registered suppliers / contractor without any prior notice and not considered in future and will be included in defaulters list.
6. The suppliers shall be registered **only for related items of goods and services** for which the business registration is made.
7. Suppliers and Contractors should indicate the preferred district they could supply the items.
8. Registered societies can undertake works only under direct contracting method to the value not exceeding Rs. 2,000,000 (Rs. Two Million) in accordance with Public Finance Circular No: 01/2012.
9. The garages /service stations to be registered for repairs / maintenance of vehicle should be equipped with all basic requirements. Description of available facilities and details of skilled workmen to be submitted along with the application.
10. The suppliers will not be paid cash advances.

11. Application form for registration of suppliers could be downloaded in our website/obtain the application form directly or sending a stamped self-addressed envelope and perfected application should be forwarded along with the certified copy of the **Business Registration Certificate, Trade License issued by Local Authorities (last year) and Non Refundable Fee** to the **“Deputy Chief Secretary - Finance, Provincial Treasury, Eastern Province, Kanniya Road, Varothayanagar, Trincomalee”**, on or before **15th November 2017**. All application should be sent under registered cover clearly marked **“REGISTRATION OF SUPPLIERS FOR THE YEAR 2018”** on the top left hand corner of the envelope.
12. Duly perfected application of suppliers should be accompanied by a **Non Refundable Fee** of **Rs. 500/=** for **each item of goods / service** and be deposited at **People’s Bank Account Number 066-1-001-6-7200559** by cash in the name of **“Deputy Chief Secretary -Finance, Eastern Provincial Council”**. This deposit slip should be attached along with the registration form.
13. Application received after the closing date will be rejected.
14. For further clarification do not hesitate to contact DCS - Finance office over the telephone 026-2223917 or visit our website **www.ep.gov.lk**

D.M.S. Abeyagunawardana
Chief Secretary
Eastern Province.

Se. No	Items No.	GOODS - Description
01	G-1	Office & School Furniture - Furniture and Household goods (Wood, Steel, Fiber Plastic) Office tables desk & chairs, Cupboards , Safes, Executive's tables & chairs, Revolving Chair, Conference hall tables, Conference chairs etc.
02	G-2	Office Equipment - Photocopiers, Fax machine, Roneo machine etc.
03	G-3	Stationary & Office Requisition - Half sheets & conquer paper, Roneo Sheets, Photocopy sheets, Envelopes, File covers, ink pads, Post-it-pads, Exercise books, Notebooks, Carbon paper, Type writer ribbons, File tags, Red tapes, Gum, Pens, Pencils, Platinum markers, Whiteboard markers, Erasers, highlighters, Roneo Ink, Transparency sheets, Stencils, Pins, Clips, Stapler pin removers, Stapler pins, Cello-tape, Rubber bands, Rubber Stamp ink, Pen holders, Other kinds of Stationery.
04	G-4	Books & Periodicals - Books, Newspapers and Periodicals etc.
05	G-5	Building Materials - Paints, Sanitary ware and accessories, Plumbing materials, Cement, tiles, GI pipes, Fiber water tanks, Water pumps, etc.
06	G-6	Building Partition & Decorations - Office partitioning, Fixing of curtains to doors / windows of office buildings, carpets & rugs etc.
07	G-7	Electrical Accessories and Fittings - All kinds of bulbs & batteries, Wire & Wire codes, Casings, Plugs & multi plugs, plug bases, switches, electrical bells, illumination systems wall clocks, etc.
08	G-8	Computer and Accessories - Computers, computer printers, UPS, Hard Disks, Electronic circuit unit , CDD, DVDD, Cables, Networking accessories etc.
09	G-9	Social welfare items- Three wheel chairs, spectacles, etc.
10	G-10	Electrical Instruments - Air-conditioners, Refrigerators, Fans, (Ceiling, with stands, wall- fixed), Television, Radio cassettes, Electric kettle, Rechargeable torch, table lamps, and covers, etc.

11	G-11	Communication / Equipment - Multimedia Projector, Telephone, telephone systems, Communication equipment, Cellular phones and their accessories and other communicative equipment, provisions of loud speakers etc.
12	G-12	Motor vehicle spares - Supply of tubes and tires, batteries, filters and all kind of Spare parts, etc.
13	G-13	Miscellanies & House hold Item - All kind of Clothes and related products, Curtains, Uniforms cloths, Umbrellas, Rain coats, Office bags, Executive's bags, etc.
14	G-14	Educational Materials - Educational book, Story book, Magazines, Laboratory items, and etc.
15	G-15	Sports Materials - Sport racket, Sport ball, Sports shoes, Sports Cloth, Sport equipment, Sport bags, Other sport materials, Trophies, medal and etc.
16	G-16	Musical instruments - Key Board, Guitar, Drum, Flute, Harmonium, Roland, Other musical instrument and etc.
17	G-17	Medical equipments & Medical Drugs
18	G-18	Hospital Supplies - Hospital diets, Laundry, Hospital uniform cloths and ware etc.
19	G-19	Agricultural goods - Water pump, Agricultural instruments, Tractors, Trailer, Cultivator, Medium Duty Spring Loaded Tiller, Mounted Disc Plough, Mounted Mould board Plough, Mounted Offset Disc Harrow, Cage Wheel and etc.
20	G-20	Fertilizer, Agricultural chemicals and etc.
21	G-21	Agricultural seeds, others seeds, Fruit Plant, and other planting materials
22	G-22	Livestock feed and other items & Veterinary drugs
23	G-23	Industrial Goods - Industrial equipments, die, wool, Knitting wool and yarn etc.
24	G-24	Veterinary equipment and Veterinary - Animals, Birds, Fish & other Livestock
25	G-25	Fisheries Items - Boat, Fish net, Fisheries equipment, Fish box, Boat engine, and etc.

26	S-1	Printing of letter heads books & publications, poster, banners, key tapping name boards / signboard, letter printing, book binding, block making, rubber & date stamps
27	S-2	Repairs of furniture (office furniture, school furniture etc.)
28	S-3	Repairs and service of photocopiers, type writers, duplicators and other office electrical equipments
29	S-4	Repairs and service of computers, printers, etc,
30	S-5	Repairs & service of air conditioners, Electrical repairs including wiring
31	S-6	Provision of security services
32	S-7	Provision of sanitary services, cleaning of curtains.
33	S-8	Vehicle Repairs - Repairs of mechanical electrical circuits, Tinkering and painting, repairs of diesel and petrol vehicles etc.
34	S-9	Vehicle servicing, wheel alignment and wheel balancing etc.
35	S-10	Hire of vehicle including construction machineries on rent or lease.
36	S-11	Miscellaneous Service - catering service / supply of cooked meals, short eats, etc.
Civil Works		
37	C-1	Between Rs. 1,000,000.00 up to 2,000,000.00: - The registered societies eligible to register for small works
38	C-2	Between Rs. 2,000,000.00 up to Rs. 5,000,000.00: -The registered contractors (CIDA) eligible to register
39	C-3	Between Rs. 5,000,000.00 up to Rs. 10,000,000.00: -The registered contractors (CIDA) eligible to register