

Specimen Application Form

**Application for Registration as a Supplier for the years 2020/21
LankaClear (Pvt) Ltd**

01. Supplies / Services applied for:

Item No.	Item Name

02. Name of the Company/Business Entity:

03. Registered Address of the Company/ Business Entity:

04. Principal Place of Business (provide if differ from above no 03 only);

05. Business Registration Number:

06. VAT registration number (If applicable) :

07. Details of the contact person during the registration process:

Name:

Designation:

Mobile No:

Email Address:

08. Details of the contact person during the bidding/quotation stage:

Name:

Designation:

Mobile No:

Email Address:

09. Account details to receive payments electronically either via SLIPS or CEFTS

Name of the Account :

Account Number :

Name of the Bank :

Branch Name and Code :

E mail Address/es to confirm the payment advice :.....

10. The extent to which credit facilities could be granted:
 a. Amount : b. Period:

11. The following documents mandatorily needs to be submitted in a CD or a USB (No hard copies)

Company	Sole Proprietorship/ Partnership
Certificate of Incorporation	Business Registration
Certificate of Registered Address (Form 01 or 13 or 15)	Business address verification (Eg Telephone bill, Electricity bill etc)
Certificate of Directors (latest Form 20)	Copy/ies of National Identity Cards
Memorandum or Articles of Association	Copy of Non-refundable fee receipt
Company Profile	Copy of latest Bank Statement to verify the account number
Audited Financial Statements for the last 3 years	
Copy of Non-refundable fee receipt	
Copy of latest Bank Statement to verify the account number	

12. Non Refundable fee reference (Payment receipt No or Bank Draft No).....

I certify that information furnished above are true and accurate and wish to provide supplies/services in conformity with the requirements of LankaClear.

.....
 Signature of the authorized person with seal

.....
 Date