

SRI LANKA STATE TRADING (GENERAL) CORPORATION

APPLICATION FOR REGISTRATION of SERVICE DEALERS

For the Financial Year 2021/2022

**SECTION 01. COMPANY DETAILS AND GENERAL INFORMATION**

1. Name of the Company: .....
2. Business registered address: .....
3. Mailing Address: .....
4. Business registration No and Date: .....  
(Copy of business registration certificate should be attached)
5. Name, E Mail Address, &Telephone no. of Contact Person: .....  
.....
6. Service representatives: .....

**7. Category**

**(A) Computer Repair**

- Laptops     CCTV Installation     Networking Installation  
 Others .....

**(B) AC Fixing and Servicing**

- AC Repair     Spare Parts     AC Service  
 Others .....

**(C) Tire Installation / Battery Installation/Wheel Alignment/Wheel Balancing**

- Tyre Changing/Alignment     Oil &Filter Replacement     Battery  
 Others .....

**8. Type of Business**

- Private LTD  Partnership  Proprietary

09. Year Established: .....

Business Registration Number ( BR No) : .....

(Business Registration Certificate Copy to be Attached – Application will be rejected without BR Copy)

**SECTION 02. FINANCIAL INFORMATION**

- 10 .Payment terms: .....
- 11. Annual value of total services provided for the last 3 years: .....  
(Attach Proof Document)
- 12. Bank Details: (Bank Name & Address): .....
- 13. VAT registration Number (If VAT registered) : .....  
(Copy of VAT registration certificate should be attached)

**SECTION 03: SERVICE LOCATION AND AREAS**

- 14. STC nominated locations for Providing Services.
  - 1.Kandy
  - 2.Kurunagala
  - 3.Matara
  - 4. Batticaloa
  - 5.Anuradhapura
  - 6. Jaffna
  - 8. Other Location ..... / ..... / .....
- 15. Time period required of attending the service from order: .....

**SECTION 04: AVAILABLE FACILITIES**

S: No	Related Service	Facility Available
1		
2		
3		
4		
5		
6		
7		



**SECTION 08. (ATTACHMENTS REQUIRED FOR REGISTRATION)**

**FOLLOWING DOCUMENTS SHOULD BE ATTACHED TO THE APPLICATION**

Form 1 / Business Registration (Copy)

ID copies of Director Board, Names & contact numbers

Partnership & Service (Currently/ Existing)  
(Attach Proof Document)

**All Proposals should accompany a non-refundable Service Registration fee of Rs.2000/= in favor of Sri Lanka State Trading (General) Corporation Limited deposited to following Account**

Account No : 004-1-001-2-0210918

Bank : People's Bank

Branch : Corporate Banking Division, Head Office

Payment Reference : **Rdealer21**

**SECTION 09. CONTACT PERSON ( for Services)**

Contact	Detail
Name	
Organization	
Address	
Telephone	
Fax	
E – mail	

## **SECTION 10 : CHARGES FOR THE WORK**

**(For Air-condition Service Providers – Please Fill Annexure 01 – Rate Card)**

<b>Service Offered ( Not Related to AC)</b>	<b>Amount In Rs.</b>	<b>Vat</b>
Eg -:		
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

### **10.2 Vat Registration Certificate Confirmation here be Attached ( If Vat available)**

**I, the undersigned hereby certify that information provided in this form is true & Correct according to my knowledge. (I understand that providing false information may result in blacklisting of my company in government procurement agency) if any change occurs, details will be provided as soon as possible to STC Procurement Division.**

Name:

Title:

Signature:

Date: