



Sri Lanka Institute of Biotechnology Pvt Ltd

SLIBTEC Phase 1 Building, Mahenwatta, Thalagala Road, Pitipana, Homagama

+94 11 343 1844

<https://slibtec.gov.lk/>

FORM OF APPLICATION SUPPLIER REGISTRATION FOR THE YEAR 2025

1. Name of the Organization:

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2. Business Address:

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3. Telephone:

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4. Contact Person

➤ Name:

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➤ Mobile Number:

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➤ Email Address:

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5. Contact Person for Escalation

➤ Name:

.....

➤ Mobile Number:

.....

➤ Email Address:

.....

6. Fax No:

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7. Company E-Mail Address:

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8. Web Address:

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9. Business Registration No & Date of Registration:

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10. VAT Registration No (if any):

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(A photocopy of the VAT Registration certificate should be attached)

11. Maximum period of Credit Allowed on Supplies:

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Please put “x” mark at the relevant cage for registering category:

I wish to register as a supplier under the aforesaid marked category / categories. I will agree to supply the goods / services / works as per rules & regulations of the Sri Lanka Institute of Biotechnology.

Goods	X	Services	X
1. Laboratory Equipment		1. Laboratory Testing	
2. Laboratory Consumables (Syringes, Centrifuge Tubes, Pipette Tips, Blood Collection Tubes, etc.)		2. Engineering Services and Construction Services	
3. Laboratory Glassware		3. Legal Services	
4. Laboratory Chemicals		4. Software/Web Development Services	
5. Gases & Freezing Agents (Liquid N ₂ , Dry Ice, etc.)		5. Security Services	
6. Laboratory Accessories & Personal Protective Equipment (Face Shields, Masks, Surgical Gloves, Lab Coats, Shoe Covers, Shoes, PPE Kits, etc.)		6. Cleaning Services	
7. IT Hardware, Software & Network (PCs, Laptops, Printers, Scanners, Multimedia Projectors, Photocopy Machines & Other End User Peripheral Devices / Accessories, etc.)		7. Catering Services for Events	
8. Computer Software and Applications		8. Furniture Rental Services for Events	
9. Networking & Related Accessories		9. Marketing/Advertising Agencies	
10. Printing Consumables (Toner, Cartridge, Ribbon, Imaging Drum, etc.)		10. Potted Plants /Landscaping Service	
11. Laboratory Furniture		11. Insurance Services	
12. Office Furniture		12. Photographers and Videographers	
13. Office/Electric Equipment (Microwave, Shredder, Refrigerator, etc.)		13. Designing & Art Works	
14. Office Stationery Supplies		14. Interior Designers and Suppliers	
15. Indoor/Outdoor Branding, Advertising and Signage		15. Waste Management Service (Clinical, Chemical, Radioactive, Infectious, etc.)	
16. Cleaning Chemicals		16. Laundry Services	
17. Tools for IT and Electronic Related Maintenance		17. Vending Services	
18. Electrical wiring Accessories & Tools		18. AC Maintenance Services	
19. Plumbing Items & Tools		19. Disinfection Services	
20. Extra Low Voltage Installation (CCTV, Fingerprint, Smart Security Systems)		20. Pest Management	
21. Construction items (Cement, Sand, Bricks, Cement Blocks, Timber, Paint, and related hardware items)			
22. Laboratory Reagents (Molecular Biology)			
23. Items for Waste Management (All types of Garbage Bags and Bins, Sharp Containers, Cotton Fabric, Spill Kits)			
24. Research & Medical Laboratory Suppliers			

Date:

Signature:

Name of Person:

Designation:

Company Seal:

Terms and Conditions

1. The suppliers are required to submit following documents,
 - a) **Proof of Business Registration**
 - b) **Company profile (If available)**
 - c) **Copy of VAT Registration Certificate (If available)**
 - d) **Payment Advice for Supplier Registration Fee**
 - e) **Bank Account Confirmation**
 - f) **SLIBTEC Supplier Registration Form**
2. Sri Lanka Institute of Biotechnology reserves the right to accept or reject any application at its discretion or to annul the registration process completely.
3. Bids for supplies and services are generally called from the list of registered suppliers/ service providers. However, Sri Lanka Institute of Biotechnology reserves the right to obtain bids from other sources, if considered necessary.
4. If a supplier fails to submit the required information/documents together with the application as requested, that application is treated as non-responsive and not considered for registration.
5. Applicants / Suppliers / Service providers must pay a non-refundable deposit of Rs. 1500/- per each category for the registration fee.
6. The registration fee will be **accepted only by bank deposit or Fund transfer and the Payment Advice attached to the application form, should be sent to us.** Below are the bank account details of our company.
 - a) **Account Name:** Sri Lanka Institute of Biotechnology Pvt Ltd
 - b) **Bank Name:** People's Bank – Homagama
 - c) **Account Number:** 049-1-001-7-0067474
 - d) **Account Type:** Current Account
7. **“Registration of Suppliers – 2025”** should be mentioned in the upper left corner of the envelope and applications should be sent by registered post on or before **15 January 2025** to the following address.
 - **Chief Operating Officer**
Sri Lanka Institute of Biotechnology (Pvt) Ltd
SLIBTEC Phase 1 Building
Mahenawatta, Thalagala Road
Pitipana, Homagama.

**Sri Lanka Institute of Biotechnology Pvt Ltd
Supplier Registration Form - YEAR 2025**

I have read and understood all the terms and conditions mentioned above and I agree to all the terms and conditions stipulated above.

Date:

Signature:

Name of Person:

Designation:

Company Seal: