

**REGISTRATION OF SUPPLIERS / CONTRACTORS
FOR YEAR – 2022
MINISTRY OF PUBLIC SECURITY**

1. According to the Section 3:4:3 of Procurement Guide Line 2006, applications are hereby invited by the Secretary, Ministry of Public Security from foreign manufacturers and authorized agents of manufacturers, local manufacturers, suppliers and civil engineering contractors/consultants who wish to register themselves with the Ministry of Public Security for the supply of goods and services for the year 2022, to the departments and agencies coming under the purview of the Ministry of Public Security listed below:

- Ministry of Public Security.
- Sri Lanka Police.(Including STF and National Police Academy)

02. Obtaining the Applications

a. Applications can be downloaded through the following web-site from **01.011.2021 to 30.11.2021**.

Ministry of Public Security - www.pubsec.gov.lk

- b. A set of application form which includes approximately 52 pages will consist of following components.
1. Main application form
 2. Foreign supplier's data form, (Annex - A)
 3. General instructions, terms and conditions
 4. The detailed category list which consists of approximately 40 pages

03. Paying the Category Charges

- a. Rs. 1800 /= will be charged from the Local Suppliers for each category.
- b. US\$ 18 will be charged from the Foreign Suppliers (in the case of unavailability of a Local Agent) for each category.
- c. Registration of Suppliers for the year 2021 should be credited to the Account No **7040131** at the Battaramulla Branch of the **Bank of Ceylon** through any Branch of Bank of Ceylon. The name of the account holder should be mentioned as Secretary, Ministry of Public Security when depositing money.
- d. Foreign Suppliers (In the case of unavailability of a Local Agent) should use the Swift Code to credit the payments to the Bank of Ceylon instead of above.

Swift No	-	BCEYLK LX
Bank Code	-	7010
Branch Code	-	679
Account No	-	7040131

- e. The Cash Deposit Slip which utilized for the payments over the category charges should be forwarded together with the application. (As a certification to the payments made over the category charges).
 - f. Both Local and Foreign Suppliers should complete the payments over the category charges during the period from **01.11.2021 to 30.11.2021**. Ministry of Public Security will not be responsible over the payments made after **30.11.2021**.
04. Batch fees paid by an applicant will not be refunded. The application will be rejected on the ground that the applicant did not submit any information due to negligence or negligence and marked the wrong category and even then the category fee will not be refunded.
05. Duly completed application forms together with all the necessary documents should be sent by registered post to:

Chief Accountant.
Ministry of Public Security,
No 14th Floor, Suhurupaya, Battaramulla,
Sri Lanka.

On or before 10th December 2021. The top-left-hand corner of the envelope containing the application in respect of Local Suppliers should be marked as “REGISTRATION OF SUPPLIERS – 2022 (Local)” and Foreign Suppliers marked as “REGISTRATION OF SUPPLIERS – 2022 (Foreign)”.

06. Authority to take final decisions regarding the Registration of Suppliers for the year 2022 is vested with the Secretary of Ministry of Public Security.

**Secretary,
Ministry of Public Security**