

THE INSTITUTE OF CHARTERED ACCOUNTANTS OF SRI LANKA
Application for Registration of Suppliers - 2022

Description of the item/service

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1. Name of the organisation:
2. Business address:
3. Nature of business:
4. Business Registration No: (Photocopy should be attached)
5. Relevant qualifications/approvals:
6. Number of years in business:
7. Details of supplies made during the year 2021:

8. Name of organisations to which supplies have been provided during 2021:

9. List the names of clients at present:

10. Period of credit allowed:
11. Telephone & fax No.:
12. E-mail address:
13. Contact person:
14. Signature & seal:

Fees:

Registration fee for a single item/service Rs.5000/-
Registration fee for each additional item/service Rs. 500/-

Conditions:

Quotation for supplies and services will normally be called from the list of registered suppliers. However, the Institute of Chartered Accountants of Sri Lanka reserves the right to obtain quotations and make purchases from non – registered suppliers as well.

The Institute reserves the right to make the final decision on matters regarding quotations.

(All applications should be clearly marked “**REGISTRATION OF SUPPLIERS 2022**” on the top left-hand corner of the envelope and sent on or before 3.00 pm of 20th January 2022 to the Head of Finance, Institute of Chartered Accountants of Sri Lanka, No. 30A, Malalasekera Mawatha, Colombo 7.)