

SRI LANKA STATE TRADING (GENERAL) CORPORATION

REGISTRATION FOR SERVICES - 2021

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. Agents /Dealers /Service representatives: .....
- 7. Category Number : ..... (category Name) .....
- Category Number : ..... (category Name) .....
- Category Number : ..... (category Name) .....

( Payments to be attached Rs.2000 for each category)

- 8. Type of Business: .....  
Private LTD  Partnership  Proprietary
- 09. Year Established: .....

SECTION 02. FINANCIAL INFORMATION

- 10 .Available Payment terms: On Completion  30 days Credit   
Advance payments not exceeding 30% will be released only for Construction works
- 11. Annual value of total services provided for the last 3 years: .....
- 12. Bank Details: (Bank Name & Address): .....
- 13. VAT registration Number (If VAT registered) : .....  
(Copy of VAT registration certificate should be attached)



**SECTION 03: DELIVERY INFORMATION**

14. Possibility of providing services to out of Colombo city limits

Yes  No

(If Yes, PI indicates the areas /regions /provinces, your services expect to be provided)

.....

15. Possibility of supplying services at STC nominated locations

Yes  No

16. Time period required of attending the service from order: .....

**SECTION 4: SERVICE EXPERIENCE**

Include proof of purchase /supply with contact numbers

Service Category	Past Experienced / Name of customers service provided

**SECTION 5. FINANCIAL STANDING**

Financial Data	2019	2020	Average
Annual Revenue			
Profit before tax			
Balance Sheet Status at year end:			
Equity			
Liabilities			

**SECTION 6. STAFF RESOURCES**

Include the following personal details for the current year and the previous years.

	2020	2021
<b>Permanent Staff Total</b>		
Executive		
Technical Officers		
Sales man		
Supervisors		
Other staff		
<b>Contract &amp; Casual Total</b>		

**SECTION 7. REQUIRED DOCUMENTS**

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

- ID copies of Director Board ,Names & contact numbers
- Copy of Articles of Association
- Audited Accounts Past year
- Quality Certificate , ISO certificate , and certificates Required For Construction of Buildings or related to providing services
- Copy of Cash Deposit Slip ( Rs.2000 for Each category)

**SECTION 8. CONTACT PERSON**

Contact	Detail
Name	
Organization	
Address	
Telephone	
Fax	
E – mail	

I, the undersigned hereby certify that information provide in this form is correct and in the event of changes, details will be provided as soon as possible.

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_