

**APPLICATION FOR REGISTRATION OF SUPPLIERS FOR  
THE YEAR – 2023**

(To be submitted on a Company Letterhead)

Reg. No	
	(for office use)

I/We hereby request to register my name/our establishment as a supplier for the year 2023 with the Institute of Technology, University of Moratuwa for supply for goods as per the list of category of goods attach herewith.

1.	Name of the Organization		
2.	Corresponding Address		
3.	Contact Person		
	Telephone Number		
	Fax Number		
	Email Address		
4.	Type of Business	Manufacturer/ Registered Trade mark Owner/ Re-seller/ Authorized Agent/Retailer	
5.	Nature of Business	Govt. Corporation/Limited Liability Co./ Partnership/ Sole Proprietorship	
6.	Business Registration Certificate Number & Date (Attach a Photocopy)		
7.	VAT Registration Number (Attach a Photocopy)		
8.	ESC Registration Number		
9.	Period of credit facility offered		
10.	Limit of credit facility offered		
11.	Whether free of charge delivery could be arranged		
12.	Please give your Banker's Names. (Attach Original Copy of a letter from Banker) :-		
	Name	Bank	Branch
			Account No.
13.	Years of experience in the relevant trade.		
14.	Category numbers where you apply for supply registration under category 01 to 17 (A separate sheet could be downloaded from <a href="http://www.mrt.ac.lk/itum/">www.mrt.ac.lk/itum/</a> or obtained from Finance & Supplies Division, Institute of Technology, University of Moratuwa, Diyagama, Homagama)		
15.	Total Amount Paid		

I/ We have read conditions overleaf and agree to abide by them. I/ We certify that the particulars furnished by me/ us in this application are true and accurate.

Date :- .....

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Signature of Applicant  
(Seal of Establishment)