

MORATUWA MUNICIPAL COUNCIL

REGISTRATION OF SUPPLIERS FOR THE YEAR 2023

Applications for registration of Suppliers who are engaged in business within the Western Province and are supplying the undermentioned goods and services. The covers containing the applications should be clearly marked, "**Registration of Suppliers - 2023**" at the left side top corner and could either be sent by registered post or delivered personally, to be received at or before 3.00 p.m. on 05.12.2022.

S/ No.	Goods and Equipment
01	Office stationery (including computer paper and exercise books)
02	Printing work (printed forms, books, documents, etc)
03	Library Books, Magazines, Newspapers.
04	Rubber Stamps, Date Seals
05	Vehicle and Animal Licence Plates
06	Notice Boards, Name Boards, Cutouts, Banners, Stickers.
07	Clothing Materials for Uniforms
08	Rain Coats, Gum Boots, Shoes, Protective Shoes, Socks, etc.
09	L P Gas.
10	Sanitary related goods and equipment (Ekel Brooms, Brooms, Brushes, Rugs, Cane Baskets, Plastic waste Baskets, Vim, Harpic, Variety of Soap, Fenol, Lysol, Rubber Gloves, Torch Batteries and Polythene Sacks, etc.)
11	Laboratory and Clinical equipment and Materials.
12	Disinfectants, Face Masks, Gloves, etc.
13	Variety of Plants, Fertilizer, Agro Chemicals, etc, required for gardening and landscaping.
14	Grass Cutting Machines and Accessories
15	Office equipment - Wooden, Plastic, Steel Furniture (Filing Racks, Almirahs, Tables, Chairs, Cabinets etc.)
16	Office Electrical equipment (Adding Machines, Electric Fans, Electric Kettles etc.)
17	Supply of Air conditioner Machines.
18	Attendance marking machines and CCTV Cameras - Supply and Servicing
19	Supply of Computers and related accessories.
20	Supply of Printers, Photocopiers, Fax Machines and Duplicator Machines.
21	Toners and Ribbons for Pinrters.
22	Supply of Accessories and Materials required for Electrical Services (Wire, Switches, Bulbs, Plugs, etc and Street Lamps equipment).
23	Installation and Maintenance of Solar Power Systems.
24	Fire Fighting equipment sets, Fire Extinguishing Materials, Fire Fighting Protective Garbs.
25	Pre-school equipment and all types of play equipment.
26	Tyres, Tubes, Rimtapes.
27	Vehicle Batteries.
28	Vehicle Spare Parts (Cabs, Tractors, Backhoe Machines, Loaders, Threewheelers, and all other vehicles).
29	Lubricant Oils for Vehicles.
30	Variety of Paints and related materials and equipment.
31	General Stores Materials (Building materials including Iron, G.I. Pipes, Iron wire).
32	Building Materials (Clay, Bricks, River Sand, Sea Sand, Earth, Metal (1/4" - 1 1/2"), Rubble, ABC and other materials required for road maintenance).

33	Hume Pipes, Concrete Posts, Boundary Stones, Interlock, Cement Blocks, Concrete related goods and concrete mixtures.
34	Cement
35	Tiles, Granite, Titanium and related items
36	Glass and Glass Items, Glass procucts
37	Tar and Colas, Premix.
38	PV Equipment, GI Pipes, Plumbing accessories and Spare Parts, Plastic Water Tanks, Sanitary Spare Parts, Compost Barrels.
39	Supply of Timber (Planks, Reepers, Rafters, etc.)
40	Building Construction related equipment (such as Ladders, Grills, Hammers, Brushes, etc.)
41	Weaving of Chairs, repairing, cushioning (including vehicle seat cushioning)
42	Stitching of Uniforms
43	Repairs to and servicing and maintaining of air conditioners.
44	Repairs to Power Generators.
45	Repairs to Computers
46	Processing and supplying of computer software.
47	Installation and Maintaining of Computer Networking.
48	Repairs to and Servicing of Printers, Photocopiers, Fax machines, Roneo Machines.
49	Repairs to Intercom Telephone System and Telephone Lines.
50	Supply of Function Items and equipment and Loud Speakers (should be suppliers from surrounding area).
51	Supply of Vehicles on hire basis - Tractors, Passenger Transport, Tippers, Compactors, Gully Bowsters, Tree Cutting Machines, and Machinery and equipment required for emergency work.
52	Provision of transport services for passenger transportation and Construction Material Transportation.
53	Services required for Motor Graders, Backhoe Machines, Road maintenance work.
54	Cutting of Trees
55	Servicing of Vehicles
56	Full repairs to Vehicles, Machinery & equipment
57	Rebuilding of Tyres
58	Repairs to Crematoriums
59	Insect Control (Rats, Termites, Cockroaches, etc.) work
60	Provision of Language Translation Work
61	Provision of Legal Services
62	Licensed Surveyor Services
63	Veterinary Medical Services (Dogs sterilization, etc.)
64	Chartered Electrical Engineering Services (Consultancy Services).

Conditions and criterion leaflet and the application issued by the Sabha can be obtained by accessing the website - **www.moratuwa.mc.gov.lk** and can obtain by making a request to the Email No - **itu.moratuwamc@gmail.com** or can call over at the office and inspect them free of charge and obtain same. Suppliers who can fulfil the said conditions should only submit applications for registration. The registration fee for each service / goods category will be Rs. **2000.00**. Payments can either be made to the Shroff of this office and obtain a receipt or can also pay by cheque, drawn in favour of the "**Municipal Commissioner, Moratuwa Municipal Council**".

S.D.Thevarapperuma,
Municipal Commissioner,
Moratuwa Municipal Council.

At the Office of the
Moratuwa Municipal Council
Tel. 011-2645251, 011-2645383
19.10.2022

Registration of Suppliers - 2023 Moratuwa Municipal Council

Conditions:

- 1) Applications for registration can be submitted only up to **3.00 p.m. on 05.12.2022.**
- 2) To be registered, applicants should submit a duly completed application mentioning the categories of the goods / services expected to be registered.
- 3) The registration fee for each category stated above will be **Rs. 2000.00**. If willing to get registered for several categories, **Rs. 2000.00** should be paid per each category. Relevant payments can either be made to the Shroff and obtain a receipt or by a cheque drawn in favour of the "**Municipal Commissioner, Moratuwa Municipal Council**".

- 4) Quotations will be called for from the registered suppliers during the year 2023 and **the quoted prices should be maintained at fixed rates** without changes for generally a six (06) months period. However, the Sabha retains the right to call quotations and obtain goods and services from sources outside the registered list whenever such needs arise.
- 5) Suppliers are expected to keep necessary stock of goods for our needs and they all should agree to provide a **60 day** credit period as from the day of registration.
- 6) Ordered goods should be delivered to the stores of the Sabha. No delivery charges will be paid.
- 7) The Sabha retains the right to take the final decision with regard to the Registration of Suppliers for the year 2023.

Required Criterion for the Registration of Suppliers with the Moratuwa Municipal Council

- 1) A copy of the Business Registration Certificate should be attached with the application.
- 2) If VAT taxes are paid, a copy of the relevant certificate should be attached with the application.
- 3) With regard to the vehicle repairing work, the relevant garage should preferably be one registered at the Western Provincial Council and should have provided such services to at least five (5) state institutions.
- 4) Quotations shall not be called further from suppliers who do not respond for calls for quotations on two consecutive occasions.
- 5) Suppliers will be blacklisted and their registration cancelled if they fail to effect the supply of the ordered goods or fail to provide goods in the required standards.

Municipal Commissioner
Moratuwa Municipal Council

MORATUWA MUNICIPAL COUNCIL**Application for supplier registration - 2023**

1. Applicant/Supplier Name :
2. Address :
3. Telephone Number : Land - Mobile -
Fax -
4. E – mail address :
- Web address :
5. Business Registration No. :
6. Vat No. :
7. Expecting supply category to be registered (as per paper notice)

Category No.Supply category

Ex:- 01

Stationary

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I here with certify above statements are true and correct.

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Applicants signature

Stamp

Official use only

Category No.

Amount paid :- Rs. Cheque No/Date :-

Bank name/branch :-

Receipt No :- BC..... Date :-