



MINISTRY OF TOURISM & LANDS

SRI LANKA TOURISM DEVELOPMENT AUTHORITY (SLTDA)

REGISTRATION OF SUPPLIERS FOR GOODS, SERVICES AND WORKS FOR YEAR
2025

Applications are invited from reputed Manufactures / Distributors / Companies / Local Agents / Contractors who wish to register themselves to supply the under mentioned goods, services and works at the Sri Lanka Tourism Development Authority. **Provincial wise applications are invited from** Western Province, North Central Province, Central Province, Uva Province, Southern Province for the National Holiday Resorts located at Anuradhapura, Katharagama, Bandarawela, Nuwaraeliya, Bentota. Applications may be download or collect from the above mentioned National Holiday Resorts for all applicants.

Item code	Items
(1)	Stationery (All kinds of Stationery)
(2)	Printing & Offsetting
(3)	Service of Report Writers, Concept writers, writers for press releases, Translators (English/Tamil/Sinhala), Proof Readers
(4)	Toners (All kinds of Toners)
(5)	Textile Products (Uniform Materials/ Theme Staff Attires/ Office & Hotel curtaining / Shoes/Lather Bags etc.)
(6)	ICT Equipment/ ICT Accessories/ ICT Equipment Repairing / CCTV System/ Data Recovery/ Audio Visual Equipment
(7)	Computer Software
(8)	Office / Hotel Furniture (Office furniture /Hotel Furniture)
(9)	Hotel Linen and Mattresses Hotel Linen (Bed sheets, Blanket, Pillow cases, Pillows, Mosquito nets, Table Clothes, Napkins etc.) / Hotel Mattresses
(10)	Crockery, Cutlery, Glassware & Kitchen Equipment
(11)	Hardware & Building Materials (All kind of Hardware Materials /Bathroom Fittings & Sanitary ware/ Electrical Fittings & Lights/Tools & Maintenance Items)
(12)	Building Construction & Maintenance
(13)	Supply of Food & Beverages (Refreshments, Catering, Water Bottles & Dispenses)
(14)	Designing & Art works (Advertisements, Leaflets, Banners, Logos, Letter Heads)
(15)	Event Management Companies
(16)	Photography & Videography
(17)	Designers (Interior Designers / Exterior Designers)
(18)	Amenities (Room Amenities / Kitchen Amenities)

- (19) **Repairing of vehicles, Cushion works & Carpets, Vehicle full service, Tinkering, Painting, Engine repairing**
- (20) **Air Conditioners**
- (21) **Service & Maintenance of Generators**
- (22) **Insects / Rodent & Pest Control Services**
- (23) **Hiring of vehicles for Passenger Transportation, Goods Transportation**

General Conditions:

- ✓ Interested suppliers shall obtain application documents from **05th November, 2024** to **22nd November, 2024** as follows,
 - Download from the SLTDA Website (<https://sltda.gov.lk/tender>)
 - From Procurement Division (4th Floor) of Sri Lanka Tourism Development Authority
 - From any National Holiday Resorts of SLTDA
- ✓ A payment of **non-refundable fee** of **Rs. 1,000.00** should be deposited for each main category.
 - a. To the Bank (**AC No. 7119413 Bank of Ceylon Corporate Branch Sri Lanka Tourism Development Authority**)
(Note: Please Fill the Depositors Details and Purpose of Deposit in the Deposit Slip as “**Non Refundable Tender Fee**” and **it is mandatory to submit the aforesaid original cash deposit slip with the Application**. The payment should be made in cash and other payments are not allowed.)
 - b. To the Shroff of Sri Lanka Tourism Development Authority on any working date between 9.00 am to 12.00 pm and 1.00 pm to 2.30 pm at SLTDA (Cash Payments Only)
- ✓ Applications should be submitted with following documents. If you are failed to submit following required documents your registration will be rejected.
 - CIDA registration** (Only for Work Contractors works over Rs. 500,000.00 only)
 - Copy of Business Registration & Company Profile**
 - Non-Refundable Payment Slip**
 - Applicants shall have at least 01 years’ experience on providing goods, services & work for each relevant category** (Documentary evidence shall be attached)
 - Authorization letter from Manufacture/Sole Agent or Distributor** if any.
- ✓ Duly filled Applications may be dispatched either by register post or hand delivered to Chairman, Departmental Procurement Committee, Procurement Division (4th Floor), Sri Lanka Tourism Development Authority, No.80. Galle Road, Colombo 03 **on or before 2.00 p.m. on 22nd November, 2024**. And It should be written on the left-hand corner of the envelop as “**Supplier Registration (SLTDA) 2025**”

**Chairman,
Procurement Committee
Sri Lanka Tourism Development Authority,
No.80, Galle Road,
Colombo 03.**