

## Board of Investment of Sri Lanka

### Registration of Suppliers & Service Providers for the year 2023-2024

Applications are invited from potential manufacturers / suppliers or their accredited agents, authorized dealers and service providers who wish to register themselves with the Board of Investment of Sri Lanka for the supply of under-mentioned goods and services for the year 2023-2024.

**Note:**

**Suppliers & service providers who have already registered with the Board of Investment of Sri Lanka under the following mentioned categories for the years 2022-2024 in the last year are not required to register again for the years 2023-2024. The purpose is to give an opportunity for the suppliers & service providers who have missed the opportunity in 2021 to register with BOI to supply goods & services.**

Category No.	Category (Goods)	Description
01	Computer Printing	Continuation Sheets, Debit Notes, Entry Permits and Computer Receipts etc.
02	Computers, Printers and Accessories	Laptops, Desktop Computers, Printers, UPS Units, Scanners, Servers, Switches and Antivirus packages etc.
03	Computer Networks	Network Equipment and Accessories
04	Electrical Appliances	Boilers, Extension Codes, Electric Bulbs, Electric Wires, Switches, Cables and Fans etc.
05	Hardware Items	GI, PVC, Aluminium Items, Water Meters, Ball Valves, lead seal and Ball Cocks etc.
06	Laboratory Equipment and Chemicals	For analysis of Water, Waste water, Air and Sludge
07	Office Stationery	Pens, Pencils, Photocopy papers, Typing papers, Box Files, File holders, Staplers, Punchers, Pins, Filing Clips, Plastic Folders, CR Books, white boards, calculators, pen torch batteries and any other types of stationery items etc.
08	Office Furniture (Steel / Wooden/ Plastic / made out of Timber)	Chairs, Cabinets, Cupboards, Filing Racks and Office Tables etc.
09	Office Equipment	Cash Counting Machines, Fax Machines, Photocopiers, Multimedia Projectors, Binding Machines, Franking Machines and Paper Shredders etc.
10	Civil Interior Contractors	Partitioning, Venetian Blinds, Carpeting, Electrical Wiring/ Telephone, Aluminium Fabricators & Networking etc.

11	General Printing	Annual Reports, Brochures, Manuals, Booklets, Diaries, Leaflets, Newsletters, Magazines, Dockets, Conqueror paper letterheads, Visiting Cards, Permit books, Gate pass books, Registers, Printed envelopes, NCR paper Printing Items and Printed file covers etc.
12	Personal Hygiene Products	Antiseptic Liquid, Sanitizers, Pest Control Products, Soaps and Detergents etc
13	Household Items	Electric kettles, Water Dispensers, Water Filters, Boilers, Refrigerators, TV

Item No.	Category (Services)	Description
14	Servicing & Repairing of Computers, Printers and Accessories	Laptop & Desktop Computers, Printers, Network Switches, Servers, UPS, Antivirus packages and Software Packages etc.
15	Servicing & Repairing of Vehicles, Spare Parts & Accessories	Servicing & Repairing of Vehicles, Spare Parts, Tyres, Tubes, Batteries & Other Accessories

- The application form can be downloaded from the website of Board of Investment of Sri Lanka ([www.investsrilanka.com](http://www.investsrilanka.com)) or can be obtained from the Procurement Unit, Board of Investment of Sri Lanka, Level 09, West Tower, World Trade Centre, Echelon Square, Colombo 01 and the applications will be issued up to 3.30 p.m. on 15.12. 2022.
- For category no. **02, 03, 06, 09 and 10** only the Authorized Dealers / Suppliers / Manufacturers / Contractors, and for category no. **11 and 15** only the suppliers and service providers who have been operating in the respective fields for a **minimum period of three years** are eligible to apply for registration. And you are requested to attach documents to prove experience in the relevant fields (Purchase orders, Invoices and Clientele). The Suppliers who do not meet the requirements of BOI, will not be considered for the evaluation.
- All suppliers and service providers should be in a position to grant credit facility, if required, covering a minimum period of one month.

NOTE - For category no. 02, 03, 06, 08, 09, 10 and 12- Up to Rs.1 million credit facility required and for category no. 01, 04, 05, 07, 11, 13, 14 and 15- Up to Rs. 500,000.00 credit facility required.

- A non-refundable fee of Rs. **1,000.00 + VAT** should be paid for the 2 year registration to the Board of Investment of Sri Lanka at the time of submitting the duly filled applications for the registration for each category. The payment in cash (cheques are not accepted) can be made to the Shroff at Finance Department, Level 08, Board of Investment of Sri Lanka, West Tower, World Trade Centre, Colombo 01 up to **3:30 p.m. on 15.12.2022.**
- The envelope containing the application with the receipt / tax invoice and other relevant documents marked '**Registration of Suppliers and Service Providers for the period of 2023-2024**' should be forwarded to reach the Senior Deputy Director (Administration), Administration Department, Level 09, Board of Investment of Sri Lanka, West Tower, World Trade Centre, Echelon Square, Colombo 01 **on or before 22.12. 2022.**

**CHAIRMAN**

**BOARD OF INVESTMENT OF SRI LANKA**

**LEVEL 26, WEST TOWER,**

**WORLD TRADE CENTRE,**

**ECHELON SQUARE,**

**COLOMBO - 01**