



**MINISTRY OF HIGHWAYS  
ROAD DEVELOPMENT AUTHORITY**

**Office Use Procurement Division,**

Registration No

RDASR

Received Date

Enterd

**APPLICATION FOR APPLICANTS UNABLE TO REGISTER AS WITHIN STIPULATED PERIOD OF CONTRACTOR, SUB  
EQUIPMENT & MACHINERY / VEHICLES / GOODS & SERVICES FOR THE YEAR 2024**

(Please mark "√" the relevant blank cage/s)-Please read all the instructions carefully before filling the application

Please Indicate the Province/s sought for Registration

|            |                          |                 |                          |                 |                          |                                  |                          |
|------------|--------------------------|-----------------|--------------------------|-----------------|--------------------------|----------------------------------|--------------------------|
| 1.Western  | <input type="checkbox"/> | 4.Sabaragamuwa  | <input type="checkbox"/> | 7.North Western | <input type="checkbox"/> | 10.Eastern –II<br>(Akkareipattu) | <input type="checkbox"/> |
| 2.Southern | <input type="checkbox"/> | 5.Uva           | <input type="checkbox"/> | 8.Northern      | <input type="checkbox"/> |                                  |                          |
| 3.Central  | <input type="checkbox"/> | 6.North Central | <input type="checkbox"/> | 9.Eastern -I    | <input type="checkbox"/> |                                  |                          |

**A) Contractor** ( Mention the CIDA grade in relevant cage & attach a Copy of the CIDA registration )

|   |                          |            |                                   |                          |            |
|---|--------------------------|------------|-----------------------------------|--------------------------|------------|
| <b>A.1</b> Bridge Construction & Maintenance        | <input type="checkbox"/> | CIDA Grade | <b>A.6</b> Geo Technical Works    | <input type="checkbox"/> | CIDA Grade |
| <b>A.2</b> Culvert Construction                     | <input type="checkbox"/> |            | <b>A.7</b> Road Lightning         | <input type="checkbox"/> |            |
| <b>A.3</b> Concrete Drains & Sidewalls Construction | <input type="checkbox"/> |            | <b>A.8</b> Road Marking           | <input type="checkbox"/> |            |
| <b>A.4</b> Road Construction & Maintenance          | <input type="checkbox"/> |            | <b>A.9</b> Road Signing           | <input type="checkbox"/> |            |
| <b>A.5</b> Electrical Works                         | <input type="checkbox"/> |            | <b>A.10</b> Building Construction | <input type="checkbox"/> |            |

**B) Sub-Contractor (Works)** ( Construction material for this category will be supplied by the RDA )

|   |                          |   |                          |
|---|--------------------------|---|--------------------------|
| <b>B.1</b> Asphalt Premix Laying                  | <input type="checkbox"/> | <b>B.9</b> Landscaping & Planting                                   | <input type="checkbox"/> |
| <b>B.2</b> Bridge Maintenance<br>(Steel/Concrete) | <input type="checkbox"/> | <b>B.10</b> Road Maintenance Works                                  | <input type="checkbox"/> |
| <b>B.3</b> Concrete Blocks Paving                 | <input type="checkbox"/> | <b>B.11</b> Road Signs & Name boards                                | <input type="checkbox"/> |
| <b>B.4</b> Concrete Works                         | <input type="checkbox"/> | <b>B.12</b> Rock Blasting   | <input type="checkbox"/> |
| <b>B.5</b> DBST/SBST                              | <input type="checkbox"/> | <b>B.13</b> Sand Sealing  | <input type="checkbox"/> |
| <b>B.6</b> Earth Works                            | <input type="checkbox"/> | <b>B.14</b> Shuttering Works  | <input type="checkbox"/> |
| <b>B.7</b> Electrical Works                       | <input type="checkbox"/> | <b>B.15</b> Steel Works   | <input type="checkbox"/> |
| <b>B.8</b> Gabion Wall Construction               | <input type="checkbox"/> | <b>B.16</b> Under Water Investigation,<br>(Bridge other Structures) | <input type="checkbox"/> |

**C) Supplier (Labour)** Supplying Skilled/Unskilled Labours for Road Maintenance and Construction

|                                   |                          |  |                          |
|-----------------------------------|--------------------------|--|--------------------------|
| <b>C.1</b> Application of Hot tar | <input type="checkbox"/> | <b>C.5</b> Culvert/Drain/ Jungle<br>Clearing/Road Cleaning | <input type="checkbox"/> |
| <b>C.2</b> Asphalt Concreting     | <input type="checkbox"/> | <b>C.6</b> Laying Aggregates                               | <input type="checkbox"/> |
| <b>C.3</b> Concreting             | <input type="checkbox"/> | <b>C.7</b> Pot Hole Patching                               | <input type="checkbox"/> |
| <b>C.4</b> Cutting Drains         | <input type="checkbox"/> | <b>C.8</b> Shuttering Works                                | <input type="checkbox"/> |

**D) Supplier (Construction Material) Suppliers Should Supply Following Items.**

|             |  |  |
|-------------|--|--|
| <b>D.1</b>  | Aggregate, Rubble, ABC, Quarry Dust    |  |
| <b>D.2</b>  | Asphalt Mix                            |  |
| <b>D.3</b>  | Bitumen & Emulsion                     |  |
| <b>D.4</b>  | Cement                                 |  |
| <b>D.5</b>  | Concrete Interlocking Blocks           |  |
| <b>D.6</b>  | Concrete Curbs                         |  |
| <b>D.7</b>  | Digital/Electronic Road Sign Equipment |  |
| <b>D.8</b>  | Gabion Mesh                            |  |
| <b>D.9</b>  | Geo textile                            |  |
| <b>D.10</b> | Gravel                                 |  |
| <b>D.11</b> | Hume Pipes (All Sizes)                 |  |
| <b>D.12</b> | Iron / Steel Components                |  |
| <b>D.13</b> | Name & Sign Boards                     |  |
| <b>D.14</b> | Paints                                 |  |

|             |   |  |
|-------------|---|--|
| <b>D.15</b> | Plywood   |  |
| <b>D.16</b> | Precast Items (for Culverts & Bridges)                            |  |
| <b>D.17</b> | Precast Items (for Road furniture)                                |  |
| <b>D.18</b> | Protective Equipment / Instruments                                |  |
| <b>D.19</b> | Razor Wire Rolls  |  |
| <b>D.20</b> | Ready Mix   |  |
| <b>D.21</b> | Reinforcement   |  |
| <b>D.22</b> | Sand  |  |
| <b>D.23</b> | Soil  |  |
| <b>D.24</b> | Thermoplastic Materials   |  |
| <b>D.25</b> | Timber  |  |
| <b>D.26</b> | Welded Mesh   |  |
| <b>D.27</b> | Plaque/Foundation Stones & Concrete, Cement Products/ Decorations |  |

**E) Supplier (Equipment & Machinery)**

|             |                             |  |
|-------------|-----------------------------|--|
| <b>E.1</b>  | Asphalt Cutter              |  |
| <b>E.2</b>  | Asphalt Spreading Machines  |  |
| <b>E.3</b>  | Back-hoe Loaders            |  |
| <b>E.4</b>  | Boom Truck (3 Ton)          |  |
| <b>E.5</b>  | Breakers                    |  |
| <b>E.6</b>  | Chain Saw                   |  |
| <b>E.7</b>  | Chip spreaders              |  |
| <b>E.8</b>  | Concrete Mixtures           |  |
| <b>E.9</b>  | Dozers                      |  |
| <b>E.10</b> | Excavators /Mini Excavators |  |
| <b>E.11</b> | Generator                   |  |
| <b>E.12</b> | Lorries                     |  |
| <b>E.13</b> | Low Bed Trailer             |  |
| <b>E.14</b> | Mobile Cranes               |  |
| <b>E.15</b> | Motor Graders               |  |
| <b>E.16</b> | Pneumatic Rollers           |  |

|             |                             |  |
|-------------|-----------------------------|--|
| <b>E.17</b> | Poker Vibrators             |  |
| <b>E.18</b> | Road Sweeper                |  |
| <b>E.19</b> | Sky Lift                    |  |
| <b>E.20</b> | Sprayers                    |  |
| <b>E.21</b> | Static Rollers              |  |
| <b>E.22</b> | Tar Bowser                  |  |
| <b>E.23</b> | Tipper Trucks               |  |
| <b>E.24</b> | Towing Truck (Boom Mounted) |  |
| <b>E.25</b> | Tractors                    |  |
| <b>E.26</b> | Vehicle Carriers            |  |
| <b>E.27</b> | Vibrating Rollers           |  |
| <b>E.28</b> | Water Bowsers               |  |
| <b>E.29</b> | Water Pumps                 |  |
| <b>E.30</b> | Welding Plants              |  |
| <b>E.31</b> | Wheel Loaders               |  |

**F) Supplier (Vehicles for Rent)**

|            |                                   |  |
|------------|-----------------------------------|--|
| <b>F.1</b> | Cars / SUV                        |  |
| <b>F.2</b> | Vans (Office Staff Transport)     |  |
| <b>F.3</b> | Double Cabs (2 Wheels)/ Crew Cabs |  |

|            |   |  |
|------------|---|--|
| <b>F.4</b> | Double Cabs (4 Wheels)                      |  |
| <b>F.5</b> | Labour Transport Vehicles (On Expressways ) |  |

**1.0) Supply of Goods**

|             |  |  |             |  |  |
|-------------|--|--|-------------|--|--|
| <b>1.1</b>  | Binding Machines   |  | <b>1.24</b> | Spare Parts - Motor Vehicle  |  |
| <b>1.2</b>  | CCTV Cameras   |  | <b>1.25</b> | Spare Parts - Used and serviceable spare parts for vehicles and machinery          |  |
| <b>1.3</b>  | Computer Stationery (Toners, Cartridges, Ink Ribbons, Master rolls etc)              |  | <b>1.26</b> | Surveying and Leveling equipment   |  |
| <b>1.4</b>  | Computers & Peripheral equipment   |  | <b>1.27</b> | Sweeper Brushes  |  |
| <b>1.5</b>  | Convertainer Boxes   |  | <b>1.28</b> | Tracing, Plotter Papers  |  |
| <b>1.6</b>  | Drawing and Design equipment   |  | <b>1.29</b> | Tyres, Tubes, Flaps and Batteries for vehicles and machinery                       |  |
| <b>1.7</b>  | Drinking Water bottles   |  | <b>1.30</b> | Uniform Items (Shoes, Slippers, Boots, Rain Coats, Bags, Brief Cases etc)          |  |
| <b>1.8</b>  | Electrical Equipment & Accessories (Air-Conditioners, Fans, Televisions, Cables etc) |  | <b>1.31</b> | Uniform Materials (Trouser, Shirting, Sarong, Saree, Labour Jackets etc)           |  |
| <b>1.9</b>  | Electronic Equipment (Finger Print/Cash Counting/POS Machines, Barcode readers)      |  | <b>1.32</b> | Water Boilers  |  |
| <b>1.10</b> | Facsimile, Telephones, Calculator & Communication equipment                          |  | <b>1.33</b> | Workshop Equipment and tools   |  |
| <b>1.11</b> | Gate Controller Units & Power supply units / Loop sensors                            |  | <b>1.34</b> | Workshop Hardware - Grinding discs, hacksaw blades and Sand papers etc.            |  |
| <b>1.12</b> | Laboratory material, Tools, Accessories, Chemicals and Hardware items                |  | <b>1.35</b> | Workshop Hardware - Machine tools, Jumper and High Speed Steel etc.                |  |
| <b>1.13</b> | LED Street lights, Road lanterns, Light poles etc                                    |  | <b>1.36</b> | Workshop Hardware - Non ferrous metal (Aluminum, Brass and Bronze etc.             |  |
| <b>1.14</b> | Money Detectors etc.   |  | <b>1.37</b> | Workshop Hardware - PVC tubes, Poly ethylene & Polypropylene Products.             |  |
| <b>1.15</b> | Office Furniture (Wooden, Steel & Plastic)   |  | <b>1.38</b> | Workshop Hardware – Steel, angle iron, channels, bars, tubes & sheet metals        |  |
| <b>1.16</b> | Office Stationery & Consumables  |  | <b>1.39</b> | Workshop Hardware - Welding equipment and electrodes                               |  |
| <b>1.17</b> | Photocopy and Printing Machines  |  | <b>1.40</b> | Traffic Safety Equipment’s (cones, Gloves, Boots, Helmets, etc)                    |  |
| <b>1.18</b> | Photocopy Papers, Thermal paper rolls  |  | <b>1.41</b> | Health and Safety Material and Equipment (Sanitizer, Marks, and Thermometers etc.) |  |
| <b>1.19</b> | Plants/ Fertilizers  |  | <b>1.42</b> | Others   |  |
| <b>1.20</b> | Spare Parts – Construction Equipment & Machinery                                     |  |             |  |  |
| <b>1.21</b> | Spare parts - Electronic Equipment   |  |             |  |  |
| <b>1.22</b> | Spare Parts - Motor Cycle  |  |             |  |  |
| <b>1.23</b> | Spare parts - Motor Launches including Marine Engines & out Board Motors             |  |             |  |  |

## 2.0) Supply of Services

|      |   |  |      |   |  |
|------|---|--|------|---|--|
| 2.1  | Auto electrical & Maintenance Including AC Audio                    |  | 2.18 | Repairs of Components of Motor Vehicles                                 |  |
| 2.2  | Building repairs, Plumbing, Carpentry etc                           |  | 2.19 | Repairs of Computers and Services on Hardware                           |  |
| 2.3  | Data, Voice Wiring / Networking                                     |  | 2.20 | Repairs of Construction Machinery & Equipment                           |  |
| 2.4  | Electrical Wiring & Repairs   |  | 2.21 | Repairs of Office Furniture (Wooden & Steel)                            |  |
| 2.5  | Generator Services & Maintenance                                    |  | 2.22 | Repairs to Laboratory and Weighing Equipment, Dial Gauges               |  |
| 2.6  | Indoor AC Units Service & Maintenance                               |  | 2.23 | Security Service  |  |
| 2.7  | Labour Contracts on Tinkering & Painting or Outsourced Works        |  | 2.24 | Software Development / Consultancy and Related Services                 |  |
| 2.8  | Maintenance and Repair – Engine Overhauls and Related Machine Works |  | 2.25 | Surveying and Providing the Related Services                            |  |
| 2.9  | Maintenance & Repair – Injector Pumps                               |  | 2.26 | Tailoring Uniforms and Curtain Material                                 |  |
| 2.10 | Maintenance of Tolling System                                       |  | 2.27 | Tinkering, Painting and Welding Repair Works for Vehicles and Machinery |  |
| 2.11 | Motor Vehicle Oil Changes, Servicing and Interior Cleaning Works    |  | 2.28 | Upholstery Works Including Seat Covers                                  |  |
| 2.12 | Office Cleaning   |  | 2.29 | Wharf Clearing, Transport and Delivery of Imported Goods                |  |
| 2.13 | Office Renovation (Aluminum Partitioning, Interior & Related Works) |  | 2.30 | Pest Control  |  |
| 2.14 | Photographic Processing and Provide Identity Cards                  |  | 2.31 | Translation (in Sinhala, Tamil and English)                             |  |
| 2.15 | Printing Works  |  | 2.32 | Under Water Investigation and Related Services                          |  |
| 2.16 | Rebuilding of Tyres   |  | 2.33 | Document Scanning Services (Types A0-Type A4)                           |  |
| 2.17 | Repairs & Maintenance of Electrical Equipment                       |  |      |   |  |

**Business Name / Person Name**

**Address**

**Tele: No**

**Fax No**

**Email** (Compulsary)

**CONTACT PERSON DETAILS:**

|   |                      |                               |                      |
|---|----------------------|-------------------------------|----------------------|
| <b>Name.</b>  | <input type="text"/> | <b>Designation</b>            | <input type="text"/> |
| <b>Mobile No.</b>   | <input type="text"/> | <b>Email<br/>(Compulsary)</b> | <input type="text"/> |
| <b>Business Reg. No.<br/>And Date</b>                               | <input type="text"/> | <b>VAT No</b>                 | <input type="text"/> |
| <b>CIDA Registration<br/>No. and Date</b><br>(only for Contractors) | <input type="text"/> | <b>Grade</b>                  | <input type="text"/> |

**Owners Name and Address**  
(For Limited Liability Companies insert Director's Name)

**Products for which Are the Sole Agent in Srilanka**

|    |    |    |
|----|----|----|
| 1. | 4. | 7. |
| 2. | 5. | 8. |
| 3. | 6. | 9. |

**Credit Facility (Days)**  (Mandatory)

**Registration Fee** Rs.

**Bank Depositer Slip no.**

**Attached Documents**

Please **do not attach** any materials addition to mentioned Annexes (Company Profile etc )

|                  |   |                      |
|------------------|---|----------------------|
| <b>Annex-I</b>   | Business Registration Certificate   | <input type="text"/> |
| <b>Annex-II</b>  | Copy of National Identity card ( <b>If the applicant is an Individual</b> ) | <input type="text"/> |
| <b>Annex-III</b> | VAT Registration Certificate (If any)                                       | <input type="text"/> |
| <b>Annex-IV</b>  | CIDA Registration Certificate ( <b>Only for Contractors</b> )               | <input type="text"/> |
| <b>Annex-V</b>   | Copy of the Memorandum of Association (If any)                              | <input type="text"/> |
| <b>Annex-VI</b>  | Authorized Dealership Certificate ( <b>Only for Supply of Goods</b> )       | <input type="text"/> |

**TERMS & CONDITIONS**

1.0 Contractor or Supplier shall pay a non-refundable registration fee as follows

| ITEM NOS.                                     | REGISTRATION FEE (WITH VAT)  |
|---|------------------------------|
| For A, B, C, D, E, F <b>per Main Category</b> | Rs. 11,800.00 + Delay Charge |
| For 1.1 to 1.42 & 2.1 to 2.33 <b>per Item</b> | Rs. 2,360.00 + Delay Charge  |

2.0 delay charges will be added as a percentage of the original registration fee. The period is calculated from 1<sup>st</sup> January 2024.

- 25% of the original registration fee for first three-03 month period.
- 50% of the original registration fee for 03-06-month period.
- 75% of the original registration fee for 06 months or more.

2.0 Payment should be done by depositing to the Bank of Ceylon – Corporate Branch Account Number **0000001943 in favor of Director General, Road Development Authority. Please indicate RDA/DPR/SUPREG 2024 as a reference for contract.** In addition, original copy of the pay slip should be attached with the application.

3.0 Registration validity period: **01<sup>st</sup> March 2024 – 28<sup>th</sup> February 2025**

4.0 When a Registered Supplier is unable to respond for calling the quotations on three occasions consecutively, shall strike off Name of the Organization from the list of potential suppliers.

5.0 Authority to take final decisions over the Registration of Suppliers 2024 is vested with the Director General, Road Development Authority.

6.0 Any clarification requested can be obtain from the office of the Director (Procurement), Road Development Authority, Procurement Division, 4<sup>th</sup> Floor, “Maganeguma Mahamedura”, No.216, Denzil Kobbakaduwa Mw, Koswatta, Battaramulla over 011-2884790/011-2046476.

I / We agree with the conditions in the Instruction Sheet submitted with the Application for the "Registration of Contractor / Sub Contractor / Supplier (Labour / Construction Material / Equipment & Machinery / Vehicles / Goods & Services)" and having understood with the contents, the application is submitted herewith to register my/ our Organization for the Year 2024 with the RDA.

**Signature**

**Name &  
Designation**

**Date**

**Official Seal of the Applicant**