



GAMPAHA WICKRAMARACHCHI UNIVERSITY OF INDIGENOUS MEDICINE YAKKALA REGISTRATION OF SUPPLIERS AND CONTRACTORS -2025

Applications are invited from reputed suppliers/Manufacturers/Local Agents/Distributors/Contractors who wish to register themselves with the Gampaha Wickramarachchi University of Indigenous Medicine for the year 2025 for the supply of Goods/ Services and constructions.

1. A non- refundable **registration fee of Rs.500.00** should be paid for each category.
2. A non-refundable Registration fee of Rs.500.00 should be credited to Account No. **333-1001-1- 0000059** maintained at the **Yakkala Branch of People's Bank** and the receipt/bank slip should be attached to the application and submitted. Or else, that amount may be paid in cash to the Shroff of the Gampaha Wickramarachchi University of Indigenous Medicine between 9.00 a.m. and 3.00 p.m. on working days. Please note that Money Orders, Bank Drafts or cheques will not be accepted.
3. Specimen application form and related details may be downloaded from the **<https://gwu.ac.lk/index.php/notices>** website of the Gampaha Wickramarachchi University of Indigenous Medicine.
4. Receipts obtained upon payment for goods/services/construction categories, perfected applications should be submitted with the certified copies of following documents.
 - I. Business Registration Certificate, copies of other licenses relevant to the fields of the suppliers and contractors
 - II. Copy of VAT Registration Certificate
5. Applicants who are not qualified will not be registered and please note that the monies deposited will not be refunded. Government Departments/Boards/Corporations need not submit the above documents.
6. Applications may either be sent by registered post addressed to the “**Assistant Bursar (Supplies Division), Gampaha Wickramarachchi University of Indigenous Medicine, Kandy Road, Yakkala** or delivered to the Supplies Division of the Gampaha Wickramarachchi University of Indigenous Medicine to receive on or before **17.01.2025**.
7. Receipts for payments along with the relevant perfected application mentioning “**Registration of Suppliers 2025**” on the left- hand top corner of the envelope containing the application should be sent.
8. The University reserves the right to accept or reject any application. University also reserves the right to suspend the registration without any prior intimation if any supplier fails to supply goods or services as per the specifications within required time period. Incomplete applications and the applications of the suppliers who have failed to supply goods or services according to the specified specifications and within the required time period will be removed from registration.
9. Generally, quotations are invited from registered suppliers, but the University reserves the right to call for quotations from other suppliers with the intention of obtaining competitive bids.
10. All supplies and contracts registering are subject to a minimum credit period of 30 days.
11. Suppliers and Contractors who require to register may obtain information required for registration either by calling the following Telephone numbers or by email.
Phone No: Tel. 033-2222740/ 033-2222748 (Ext.113) E -mail : supplies@gwu.ac.lk

**Registrar,
Gampaha Wickramarachchi University of Indigenous Medicine,
Kandy Road, Yakkala
28.11.2024**