



MINISTRY OF URBAN DEVELOPMENT AND HOUSING

# ***APPLICATION*** for **REGISTRATION OF IMPORTERS, MANUFACTURES AND SUPPLIERS OF CONSTRUCTION MATERIALS AND COMPONENTS**

**IMS**



**Construction Industry Development Authority**  
**“Savsiripaya”**  
**123, Wijerama Mawatha**  
**Colombo 07.**  
**Tel : 2699801, 2695965**

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**CONSTRUCTION INDUSTRY DEVELOPMENT AUTHORITY**

**APPLICATION FOR REGISTRATION OF IMPORTERS MANUFACTURERS AND SUPPLIERS OF CONSTRUCTION MATERIALS AND COMPONENTS (CMC)**

(\*Please provide documentary evidence.)

<b>1.0</b>	<b>General information of the supplier</b>	
1.1	Company/Establishment name: (Please specify Company/Partnership/Sole proprietor)	
1.2	Postal address(es) a. Company/Establishment b. Proprietor c. Web address (if any)	
1.3	*a) Business Registration/Number & Date of Registration  * b) NIC number of proprietor or partners, where applicable	
1.4	Type of business	(Please tick <input checked="" type="checkbox"/> ) a. <input type="checkbox"/> Import & Supply (IM)  Importers of construction materials, products and components.  b. <input type="checkbox"/> Manufacture & Supply (M)  Manufacturers of construction materials, products and components in their own establishments  c. <input type="checkbox"/> Supplier (S)  Suppliers of construction materials, products and components (outsourced or franchised)
1.5	a) Name and position of contact person  b) Contact details  c) Telephone numbers  d) E-mail	

1.6	a) List of factories and locations for types 1.4 (b) or (c) b) List of sales outlets/locations	
1.7	Length of business operation	: ..... years
<b>2.0 CMC type / Brand name</b>		
a.	State producers, if the supplier falls under types 1.4 (a) and(c) above	
b.	Mode of supply	
	a) Self	
	b) Through other agencies	
c.	Districts covered	

2.1 Optional product information : Current price and discounts, credit facilities, delivery conditions, other concessions offered etc.

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Please use separate sheets for each product (given in the Annexure) for information on pages 2 to 5.

**2.2 CMC information**

Use additional sheets if space is insufficient to list all CMC types and categories.

### 3.0 Product quality

Product type/Brand name		Other than items such as sand, soil and quarry products.	Items such as sand, soil and quarry products.
3.1	*SLS No. of the product (or other product standards)		
3.2	*If product is certified by SLSI, give details		
3.3	*Third party system certification (give details such as certification body/accreditation body scope and period covered etc.)		
3.4	Quality assurance of the product Testing laboratories		
	a) in-house		
	b) external		
	Names of laboratories		
3.5	Ability to provide test reports, if requested by purchaser. (Please tick)		

### 4.0 Services to customer

Product type/Brand name		Other than items such as sand, soil and quarry products.	Items such as sand, soil and quarry products
4.1	Method of handling liability of damaged items, shortages, variations, inconsistency in quantities		
4.2	Transport charges (state variation based on quantity and distance and concessions offered, if any)		
4.3	Storage		
4.3.1	Availability of ware house(storage) facilities		
4.3.2	Capacity in terms of number of months of supply		
4.3.3	State mechanisms adopted to ensure shelf life		

**5.0 Financial information**

5.1	VAT registration number		
5.2	Any other tax payable		
5.3	*Annual Turnover for last 3 years	..... ..... ..... .....	..... ..... ..... .....
5.4	Cash flow for last 3 years	..... ..... .....	..... ..... .....
5.5	Auditor		
5.6	Banking Information		
5.7	Do you provide credit facilities	<input type="checkbox"/> Yes <input type="checkbox"/> No	Period <input type="checkbox"/> less than 45 days <input type="checkbox"/> 45-60 days <input type="checkbox"/> More than 60 days
5.8	Basis	<input type="checkbox"/> Based on Bank Guarantee <input type="checkbox"/> Based on customer relationships	
5.8.1	State limitations, if any	..... ..... ..... .....	

6.0 Additional information(Please include other relevant information you may wish to submit to support your application).....  
 .....  
 .....  
 .....

.....  
 Name of the respondent /Company seal

.....  
 Signature

.....  
 Date

## **Explanatory notes**

- Item No 3.1      If the product is covered by a Sri Lanka Standard or foreign standard, give relevant number of standards. (e.g., SLS .... / EN ....). If the product is not covered by any standard, state so.
- 3.2                If product is SLS marked, give certificate number and date or if product comes under the Import inspection scheme, give details.
- 3.3                Third party certification relates to systems such as ISO 9000 certification.
- 5.3                Give details of the last available audit report.