



SRI LANKA INSTITUTE OF TOURISM & HOTEL MANAGEMENT

REGISTRATION OF SUPPLIERS FOR THE YEAR 2022

Applications are invited from Government Departments, Government Owned Business Undertakings, Public Corporations, Reputed Suppliers, Local Agents, Manufacturers, Dealers, Business Organizations and Contractors who wish to register themselves with the Sri Lanka Institute of Tourism & Hotel Management for the supply of goods and services for the year 2022.

Separate applications should be made for each category and if registration is sought for more than one category separate applications should be forwarded under one cover. A non-refundable deposit of **Rs. 1,000/-** should be paid for the registration of each category. The applications should be accompanied by a copy of the deposit slip to Account Number 7120156 of Bank of Ceylon Corporate branch in favour of Sri Lanka Institute of Tourism & Hotel Management. **Cheques and Money Orders will not be accepted.**

Applications on the contrary will not be considered. Applicants should seek registration only for the business appearing in their Business Registration Certificate. Applications for the registration can be downloaded through our website <http://slithm.edu.lk>

The SLITHM reserves the right to accept or reject any application. Quotations for each category will normally be called for, from the Registered Suppliers. But the SLITHM reserves the right to call for quotations from other sources to obtain competitive offers where applicable.

The Suppliers registered for the year 2022 should agree to offer **credit facilities for a period of at least 30 days**. If this condition is violated or after registration if any supplier who does not respond to SLITHM more than two consecutive times, such suppliers will be removed from the registration.

All applications should be sent under registered cover or by hand, marked **“Application for the Registration of Suppliers 2022”** on the top left- hand corner of the envelope, to reach the **Assistant Director Procurement**, Sri Lanka Institute of Tourism & Hotel Management, No.78, Galle Road, Colombo 03 **on or before, 13th December 2021**.

Applicants should forward with a copy of Business Registration Certificate. If supplier is liable for VAT, the certified copy of VAT Certificate should be attached with the application. Those who do not submit the above specified certificates and incomplete applications will be rejected.

If any matters arise for disagreement/ clarification, the decision of the chairman, Procurement Committee will be final & conclusive.

For further details, please contact Assistant Director Procurement, Tele: Number 011 2208300, Ext-254

Director General,
Sri Lanka Institute of Tourism & Hotel Management
No.78, Galle Road
Colombo 03