

REGISTRATION OF SUPPLIERS FOR THE YEAR 2023/2024

LankaPay (Private) Limited

Your Trusted
Payment Network



LankaPay (Private) Limited, a company owned by the Central Bank of Sri Lanka and all licensed commercial banks operating in the country, invites applications from Manufacturers/Local Agents/Suppliers/Contractors, who wish to register themselves for the provision of following supplies and services for the year 2023/2024.

List of Supplies (List of Supply Categories)	
1	Computer Equipment/ Hardware and Related Items (Personal Computers, Laptops, Note Books, iPads, Monitors, Printers, Scanners, Data communication devices, etc.)
2	IT Infrastructure/ Storages/ Server Systems and Accessories (entry level and enterprise level)
3	Electronic Communication Service suppliers (VPN, P2P, Internet, Email, Domain Registration/Hosting, etc.)
4	Communication Equipment & Accessories (PABX & VOIP Systems, Hand sets and related accessories, etc.)
5	Information Technology Related Network Systems, Active/Passive Infrastructure and Accessories (Firewall, Server Racks, Cables, etc.)
6	Software Licenses (Perpetual/Subscription) Suppliers (Cisco, Microsoft, Tuffin, etc)
7	Office Stationery (Pens, pencils, staplers, etc)
8	Office Equipment/Machines (Fax Machines, Photocopiers, Projectors, Shredders, etc)
9	Consumables for Printers/ Photocopiers/ Fax Machines, etc
10	Office Furniture (Wooden, Fabric, Plastic, Steel, etc)
11	Air Conditioners (Split/precision type) & Spares
12	Audio Visual Equipment (Cameras, Televisions, etc)
13	CCTV Systems
14	Physical access control and alerting systems (Bio matric access controls, card access, etc.)
15	Electrical Appliances/Equipment & Accessories (Televisions, Fans, refrigerators, microwave ovens, etc)
16	Suppliers for Security Devices (HSM, Crypto Devices, etc.)
17	Plant & Machinery (Generators, UPS, etc)
18	Fire Systems (Fire Extinguishers & Refilling Fire Extinguishers, Fire alarm & firefighting accessories & allied products)
19	Complementary, Publicity Materials and Corporate Gift Items (T-Shirts, Caps, Travelling bags, Umbrellas, etc)
20	Trophy/plaque manufacturers

List of Services (List of Service Categories)	
21	Software Developers (Java, dot net, Mobile, PKI, API, etc.)
22	IT Systems/Equipment Repair, Services and maintenance
23	OEM (Principal) Certified and Local IT Training Providers (CISCO, Microsoft, Virtualized Environments, etc.)
24	Consultancy Service Providers (IT Systems, Networking, Building maintenance, Data Center Security, etc.)
25	Janitorial Services
26	Pest Control Services
27	Security Services
28	Courier Services
29	Hiring of Vehicles & Transport Services
30	Waste Management Services (Electronic Waste, Paper, etc)
31	Disposal of Discarded / Obsolete Office Equipment
32	Supply of Water Dispensers and Drinking Water Bottles
33	Printing and Related Services (Digital & Offset)
34	Building/Electrical Contractors (Building Partitioning, carpeting, Aluminum works, Electrical wiring, Plumbing, etc.)
35	Repairs and Maintenance of Air Conditioners
36	Repair & Maintenance of Power Generators (Diesel)
37	Network Cabling
38	Supply of Computers / Printers, Photocopiers, etc. on rental basis
39	Insurance Service Providers
40	Advertising and Related Services
41	Airline ticketing and Travel Arrangements
42	Creative agencies/freelancers
43	Audio Visual Production Companies
44	Event Management companies
45	Outdoor Branding and Advertising Companies
46	Media Buying Agencies
47	Translators (English/Sinhala/Tamil) - freelancers
48	English/Sinhala/Tamil Type Setters - freelancers
49	Professional Photographers & Videographers – Event Coverage/Advertising Related
50	Professional Comperes – English / Sinhala / Tamil
51	Outdoor Activation Agencies
52	Digital Media Agencies
53	Research Agencies

Terms and Conditions

1. LankaPay reserves the right to accept or reject any application at its discretion or to annul the registration process completely.
2. Bids for supplies and services are generally called from the list of registered suppliers/ service providers. However, LankaPay reserves the right to obtain bids from other sources, if considered necessary.
3. If a supplier fails to submit the required information/documents together with the declaration form and online application as requested, that application is treated as non-responsive and not consider for registration.
4. The online application form can be accessed by scanning the following QR Code or [click here](#) for the application form. Link for the online application form is available in the company website (<https://www.lankapay.net/procurements/>)



5. If a supplier/service provider wishes to register for more than one category of supplies or services, needs to submit only one application by specifying the item no/s clearly.
6. **For registration fee, the applicants/ supplier/service providers should make a registration fee as non-refundable deposit of Rs. 500/= per category/item of “Supplies” or “Services” indicated above.**
7. **Those who would want to register for more than one (1) item, total registration fee shall be calculated as “No. of items” X Rs. 500/-**
8. Payment of the non-refundable registration fee can be made either by bank deposit or online transfer (Please refer the below for bank details) and the receipt should be uploaded to the online sharing folder as proof of payment. Account details are as follows.

Account Name: LankaPay (Private) Limited.

Account No.: 0000000899

Bank Name: Bank of Ceylon (7010)

Branch: Corporate Branch (660)

Pls mention the “Company Name” in the reference field in the bank deposit slip or online transfer advice.

9. Applicants/ supplier/service providers should fill the declaration form available in the company website and mandatory to submit the duly signed declaration form with corporate documents.
10. All the corporate documents and signed declaration form related to the application, need to be uploaded to any online/cloud storage drive or file transfer service (Ex: Google drive, WeTransfer etc.). The name of the folder should be renamed in the company name that is given in the application form. Also it's mandatory to mention the “Link of cloud storage drive or file transfer” in the allocated place provided in the online application form.

11. Upon completion of the registration, the applicant/ supplier/service provider should sign the standard General Non-Disclosure Agreement with LankaPay, format of same can be viewed by using the link <https://www.lankapay.net/procurements/>
12. The registration process will start on 23 November 2022 and close on 22 December 2022.
13. Further details, if required, may be obtained from Manager, Procurement 0112-356932 / 0112-356937.

**Manager, Procurement
LankaPay (Private) Limited
(PV 7551)
Level 18, Bank of Ceylon Head Office
"BOC Square", No. 01,
Bank of Ceylon Mawatha
Colombo 01.**

