KOTAPOLA PRADESHIYA SABHA - DENIYAYA

REGISTRATION OF CONTRACTORS FOR THE YEAR 2027

Official Public Notice & Application Instructions

> Contractors are being registered for construction industry works (Buildings, Water Supply Services, and Roads) executed within the domain of the Kotapola Pradeshiya Sabha.

To obtain instructions and application forms, a non-refundable fee of **Rs. 1,000.00** must be paid to the office. Application forms can be obtained from the Kotapola Pradeshiya Sabha office during official office hours from **01.11.2026**, and the issuing of applications will close on **30.11.2026**.

Certified photocopies of documents verifying the authenticity of the details provided in your application must be attached and submitted along with the application form. If registered under CIDA (ICTAD), a copy of the registration certificate must be submitted. If an individual or another entity, a copy of the Business Registration Certificate must be submitted. If a government-recognized society, a copy of the Registration Certificate must be submitted.

The final decision regarding this registration rests with the Chairman of the Kotapola Pradeshiya Sabha.

Applications may be sent by Registered Post addressed to the **Chairman, Kotapola Pradeshiya Sabha, Deniyaya** or delivered by hand, with **"Registration of Contractors - 2027"** clearly stated on the top left corner of the envelope. (Payment of fees can be made by Cheque, Money Order, or credited to Account No: **132-1-001-2-6199163**. Attaching the receipt with the application is mandatory.)

Chairman,
Kotapola Pradeshiya Sabha, Deniyaya.
Tel: 041-2273275

APPLICATION FOR REGISTRATION AS A CONTRACTOR - 2027

01. Full Name:

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02. Permanent Address:

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03. Telephone Number: .....

04. CIDA Registration No. (Attach certified copy)**:** .....

(I) Business Reg. No. (Attach copy)**:** .....

(II) Recognized Society Reg. No. (Attach copy)**:** .....

05. Details of Financial Assets (Attach certified copies)**:**

(I) Asset Certificates: Rs. .....

(II) Fixed Deposits: Rs. .....

(III) Current Accounts: Rs. .....

(IV) Savings Accounts: Rs. .....

06. Details of Machinery & Equipment Owned (Attach certified copies of proof of ownership)**:**

(I) .....

(II) .....

(III) .....

07. Previous Experience as a Contractor: Yes / No (Attach supporting documents)

I hereby declare that the information provided above is true and correct, and that I am not a contractor who has previously breached any contract. I acknowledge that the Kotapola Pradeshiya Sabha has the full authority to reject my application if any information provided herein is found to be false prior to my registration, or to cancel my registration if discovered after registration.

.....
Date

.....
Applicant's Signature & Official Stamp

FOR OFFICE USE ONLY

1. Has Business Name Registration been obtained? Yes / No

2. Total Financial Assets Amount: Rs. .....

I report that the applicant is suitable for registration as a contractor. / Please reject the application as required qualifications are not met.

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Subject Officer

Registration of applicant as a contractor is Approved / Not Approved. Inform reasons for rejection to applicant.

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Secretary

Receipt No. & Date of Fee Payment: .....

Registration No: .....

Other Details:

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