

## **Conditions for Applicants**

### **Application Process:**

- Separate applications are required for each category, as advertised in the newspaper.
- A registration fee of Rs. 1500 is payable per application. A cash deposit slip or original payment receipt must accompany each application.

### **Supplier/Contractor Eligibility:**

- In accordance with the National Public Procurement Agency's Public Procurement Manual, the CEA reserves the right to remove any supplier or contractor from the 2025 registered supplier list who fails to respond to three Invitations to Submit Quotations or has a record of unsatisfactory performance on previous contracts.

### **Required Documentation:**

Applicants must provide documentation to verify their claimed service experience (as detailed in the accompanying table). The following documents must also be submitted:

- Business Registration Certificate
- VAT Registration Certificate
- CIDA Registration Certificate (if applicable)
- National Archives Certificate (if applicable)

**Registration:** Registration will be based on the business type specified in the Business Registration Certificate.