

National Construction Association of Sri Lanka
Guarantee Facility Arrangement
Contractor Profile & Registration Form

0. Date of Registration	
1.0 Registration Details	
1.1 Business Registration Number	:
1.2 Type of Business	:
Sole Proprietorship	:
Partnership	:
Private Limited Company	:
Joint Venture	:
Pvt Ltd company with the sole director	:
1.3 Name of the Business	:
1.4 Registered Business Address	:
1.5 Business Registered Province	:
1.6 Business Registered District	:
2.0 Authorized Person	
2.1 Name	:
2.2 NIC	:
2.3 Designation	:
2.4 Mobile No.	:
2.5 Required Document	: <i>See 11.3 & 11.4 below</i>
3.0 Contact Details	
3.1 Name	:
3.2 NIC	:
3.3 Designation	:
3.4 Mobile No.	:
3.5 Office Telephone No.	:
3.6 Email Address	:
4.0 National Registration - CIDA	
4.1 Registration Number	:
4.2 Highest Grade	:
4.3 Gardes	:
Main Contractor	:
Building Construction	:
Highway Construction	:
Bridge Construction	:
Water Supply and Sewerage	:
Irrigation and Drainage Canals	:
Dredging and Reclamation	:
Storm Water disposal and Land Drainage	:
Maritime Construction	:
Heavy Construction	:
(Areas to be Specified)	:
Specialist Contractor :	:
Electrical & Mechanical Services (EM)	:
Specialized Construction Contractors (SP-C)	:
Piling	:

4.4	Registration Valid until	
5.0 Financial Statements		
	<i>For CIDA C4 & Above: Audit Reports of Last 3 years</i>	
	<i>For CIDA C5 & Below: Income & Expenditure statement</i>	
5.1	2023/2024	:
5.2	2024/2025	:
5.3	2025/2026	:
5.4	2026/2027	:
6.0 Tax		
6.1	Income Tax File No.	:
	<i>Income Tax Payment Receipts or Clearance letter from IR</i>	
6.2	2023/2024	:
6.3	2024/2025	:
6.4	2025/2026	:
6.5	2026/2027	:
6.6	Vat Registered No.	:
	<i>VAT Payment Receipts & Returns or Clearance letter from IRD for last 4 quarters</i>	
7.0 Bank Facilities		
7.1	Company Bank Details	
	Account No.	:
	Bank	:
	Branch	:
9.0 Credit Facilities		
9.1	Name of the Bank / Institution	:
9.2	Type of Facility	:
9.3	Facility Amount	:
9.4	Outstanding Balance	:
10.0 Litigation / Defaulting / Blacklisting Declaration		
10.1	Any pending court cases?	: No /Yes
10.2	Any defaulting / blacklisting by CGF/ CIDA or any other government institution/ procurement entity?	: No /Yes
10.3	Details if applicable	: No /Yes
11.0 Documents Required to Submit (Every document should be verified as true copies)		
11.1	<i>Business Registration Certificate</i>	
11.2	<i>Copies of NICs of Proprietor/ partners/ directors</i>	
11.3	<i>Sole Proprietorship</i>	: <i>Sole Proprietor undertaking</i>
	<i>Partnership</i>	: <i>Partnership Agreement</i>
	<i>Private Limited Company</i>	: <i>Form 13, Form 20, Articles</i>
	<i>Joint Venture</i>	: <i>Partnership Agreement</i>
	<i>Pvt Ltd company with the sole director</i>	: <i>Form 13, Form 20, Articles</i>
11.4	<i>Sole Proprietorship</i>	: <i>Nominee Declaration (Should be a close relative) [Form GFA-105]</i>
	<i>Partnership</i>	: <i>Special Power of Attorney</i>
	<i>Private Limited Company</i>	: <i>Board Resolution</i>
	<i>Joint Venture</i>	: <i>Special Power of Attorney / Resolution</i>
	<i>Pvt Ltd company with the sole director</i>	: <i>Nominee Declaration (Should be a close relative)</i>
11.5	<i>All Endorsed pages of CIDA Record Book</i>	
11.6	<i>Financial Statements(For CIDA C4 & Above: Audit Reports of Last 3 years/For CIDA C5 & Below: Income & Expenditure statement</i>	
11.7	<i>Income Tax Payment Receipts or Clearance letter from IRD for last 3 years</i>	

- 11.8 *List of projects in hand*
- 11.9 *Bonds/guarantees obtained during last 2 years*
- 11.10 *Projects completed during last 5 years*
- 11.11 *VAT Payment Receipts & Returns or Clearance letter from IRD for last 4 quarters*
- 11.12 *Copies of Bills of Mobile Telephone used by the Authorised Person of last three months*

12.0 Declaration by Applicant

I hereby declare that all information and documents provided herein are true, accurate, and complete to the best of my/our knowledge, and authorize the National Construction Association of Sri Lanka (NCASL) to verify any information submitted. I/We further agree to abide by the terms and conditions applicable to the CGF facility and the Memorandum of Understanding (MoU) entered into between NCASL and CGF, and accept that any false or misleading information may result in the rejection or cancellation of the application. Applicant agrees to CGF terms and conditions

Signature of the Authorized Person :
Name of the Authorized Person :
Stamp: :

Office Use Only

Documents Checked By:

NCASLBranch NCASL Secretariat

Signature:	Signature:
Name:	Name:
Date:	Date: