

17	சீடா பதிவு விபரங்கள் (பதிப்பட்டு எல்லாப்பக்கங்களும் இணைக்கப்படவேண்டும்) CIDA REGISTRATION DETAILS (ALL ENDORSED PAGES OF CIDA RECORD BOOK)	
18	தேசிய அடையாள அட்டை பிரதிகள் (உரிமையாளர்,பங்குதாரர்,இயக்குனர் மற்றும் அலுவலர்) COPY OF NATIONAL IDENTITY CARDS (OWNER/PARTNER/DIRECTOR/OFFICER)	
19	கடந்த 3 ஆண்டுகளுக்கான இலாப நட்ட கணக்கு மற்றும் ஐந்தொகை C4 முற்றும் C5 க்கு மேல் வருமானம் செலவுகள் மட்டும் LAST 3 YEAR AUDITED AND BALANCE SHEET FOR CIDA GRADES C4 AND ABOVE. C5 AND BELOW ONLY INCOME AND EXPENDITURE.	
20	கடந்த 3 ஆண்டுகளுக்கான வருமான வரி செலுத்துதல்கள் மற்றும் வரி வருமானங்கள் INCOME TAX PAYMENT RECEIPTS FOR THE LAST 3 YEARS OR CLEARANCE LETTER FROM IRD i) உள்நாட்டு வருவாயால் வழங்கப்பட்ட வரி அனுமதிச் சான்றிதழ் <input type="checkbox"/> TAX CLEARANCE CERTIFICATES ISSUED BY IRD ii) வரி செலுத்துதல்கள் <input type="checkbox"/> TAX PAYMENT RECEIPTS	
21	மதிப்பு கூட்டு வரி பதிவு செய்திருந்தால் பதிவுச் சான்றிதழ், மதிப்பு கூட்டு வரி செலுத்துதல்கள் மற்றும் கடந்த 4 காலாண்டுகளுக்கான வருமானம் IF REGISTERED FOR VAT, CERTIFICATE, PAYMENTS AND RETURNS FOR THE LAST 4 QUARTERS OR CLEARANCE LETTER i) உள்நாட்டு வருவாயால் வழங்கப்பட்ட வரி அனுமதிச் சான்றிதழ்கள் <input type="checkbox"/> VAT CLEARANCE CERTIFICATES ISSUED BY IRD (VAT + SVAT) ii) மதிப்பு கூட்டு வரி வருமானம் <input type="checkbox"/> VAT RETURNS iii) மதிப்பு கூட்டு வரி செலுத்துதல்கள் <input type="checkbox"/> VAT PAYMENT RECEIPTS	4
22	வங்கிக் கணக்குகளின் தற்போதைய நிலை (நிலையான வைப்பு FDD, வங்கி மேலதிக பற்று OD இப்போது அனுபவிக்கின்ற வங்கி மேலதிக பற்று வசதிகள் போன்றவை)இருப்பு அதிகப்பட்ச சீடா மதிப்பில் 10% ஆக இருக்க வேண்டும் (துணை ஆவணங்களை இணைக்கவும் CURRENT STATUS OF THE BANK ACCOUNTS /FACILITIES (FDD, OD FACILITIES AND BALANCE). C5 AND BELOW THE BANK BALANCE SHOULD BE 10% OF THE HIGHEST CIDA CAPACITY) ATTACH DOCUMENTS. <u>CGF/004/BALET</u>	

23	கையிலில் உள்ள ஒப்பந்தம் PROJECTS IN HAND. பிரதிகளுடன் கீழே உள்ள வடிவமைப்பை பயன்படுத்தி தகவல்களை இணைக்கவும். ATTACH INFORMATION USING BELOW FORMAT WITH COPIES.								
தொடர் இல. S.NO	வேலை வழங்குனர் EMPLOYER	வேலைத்திட்டம் CONTRACT / PROJECT	ஒப்பந்த பெறுமதி (ரூ) CONTRACT VALUE (RS)	நிதியியல் முன்னேற்றம் FINANCIAL PROGRESS					
24	கடந்த 2 ஆண்டுகளில் மற்றைய நிதி நிறுவனங்களிடமிருந்து பெற்ற பிணைமுறிகள். பிரதி இணைக்கவும். BONDS AND GUARANTEES TAKEN DURING LAST 2 YEARS FROM OTHERS. பிரதிகளுடன் கீழே உள்ள வடிவமைப்பை பயன்படுத்தி தகவல்களை இணைக்கவும். ATTACH INFORMATION USING BELOW FORMAT WITH COPIES.								
தொடர் இல. S.NO	பெற்றுக் கொண்ட இடம் TAKE FROM	ஒப்பந்தம் CONTRACT / PROJECT	வேலை வழங்குனர் CLIENT/ EMPLOYER	வகை TYPE BB/PB/APG/ MB/RB	பெறுமதி (ரூ) VALUE (RS)	செல்லுபடியாகும் காலம் VALIDITY PERIOD	பிற்குறிப்பு REMARKS (IF ANY)		
						இருந்து From	வரை To		
						ஆண்டு YEAR	மாதம் MONTH	ஆண்டு YEAR	மாதம் MONTH
25	கடந்த 5 ஆண்டுகளில் செயற்பாடுகள் தொடங்கப்பட்ட திகதியிலிருந்து முடிக்கப்பட்ட வேலைத்திட்டங்கள் (வேலை செய்து முடித்தமைக்கான சான்றிதழ்கள் இணைக்கவும்) PROJECTS COMPLETED DURING THE LAST 5 YEARS OR FROM THE DATE OF COMMENCEMENT OF ACTIVITIES (ATTACH COMPLETION CERTIFICATES)								

26	அங்கிகாரம் அளிக்கப்பட்ட நபர் AUTHORIZED PERSON		
பெயர் NAME	பதவி DESIGNATION	கையொப்பம் SIGNATURE	தொடர்பு கொள்ள வேண்டிய இலக்கம் CONTACT NUMBER
			நிறுவன முத்திரை COMPANY SEAL
	தே.அ.அ இல. NIC NO.		

அலுவலக பாவனைக்கு மட்டும் OFFICE USE ONLY

Documents Checked by	on	Documents Scanned by	on
வட பிராந்திய அலுவலகம் Northern Regional Office இல.17, கமநலசேவை ஒழுங்கை, நல்லூர் யாழ்ப்பாணம், No.17, Agrarian Services Lane, Nallur, Jaffna தொலைபேசி Tel: 070-1585881/021-2222081 #மேயில் e-mail: northern@cgf.gov.lk	தென் பிராந்திய அலுவலகம் Southern Regional Office இல.15, காலி மாநகரசபை முன்பாள கட்டிடம், "ரல்போட் நகரம்,காலி. No.15, Galle Municipal Council City View Building, Talbot Town, Galle தொலைபேசி Tel: 070-1585882/091-2234683 #மேயில் e-mail: southern@cgf.gov.lk	மத்திய பிராந்திய அலுவலகம் Central Regional Office 1ம் மாடி,இல.1059, அண்டலம்பே,பெரதேனியா Level 1, No.1059, Gatambe, Peradeniya தொலைபேசி Tel: 070-1585883/ 081-2052256 #மேயில் e-mail: central@cgf.gov.lk	

இணைக்கப்பட்டது ENCLOSED

தொடர்புடைய ஆவணம் RESPECTIVE DOCUMENTS. இல/NO 16, 17, 18,19,20,21,22, 25

ஒழுங்கமைக்கப்பட்ட படிவம் Prepared format. இல/NO 23,24

This document must forward at the beginning of each calendar year or at any time when any changes occur to the legal status/change of owner/Director and other statutory information, etc.

*This text is only for the **LIMITED LIABILITY COMPANIES & FOREIGN COMPANIES** Use Company letterhead*

CGF/001-3/PD-LTD&FOR-E 24R1

THE RESOLUTION NO: _____

The Directors of the _____ (Company name) of _____
_____ (address) duly registered (_____ Reg. no of
Registrar of Companies) Under the Laws of Sri Lanka and having actively participate in Construction
and unanimously agreed to resolve the following Resolution at their meeting held on
_____ at _____.

We unanimously resolved to request and to obtain Bonds and Guarantees and other facilities from the
Construction Guarantee Fund (CGF) and agreed to pay levies, charges, commission, penalties and
keep securities when requested by the CGF from time to time and to refund/pay immediately on
notification of any monies due or paid out by the CGF including the compound interest for any delay in
refund/pay when mitigating the loss incurred for providing such facilities by the CGF.

We further resolved that the Directors of our Company unanimously agreed to delegate powers and
authorities to Mr/Ms/Mrs _____ (Holder of NIC No _____),
_____ (Designation) to communicate with the CGF to apply, sign all
relevant applications, for facilities, documents and execute to obtain Bonds/Guarantees/facilities
required to bid and undertake construction contracts and if necessary to enter into Agreements/MOUU,
relevant to this exercise for and on behalf of our company.

This Resolution was passed by the under signed Directors at the Board of Directors meeting held on
_____ day of _____ 20 _____ at _____.

Name	NIC No	Designation	Signature	Mobile No
1				
2				
3				
4				

(PLEASE ATTACH CERTIFIED COPY OF FORM 01 PRESCRIBED IN THE COMPANIES ACT NO.07 OF 2007)

Company Secretary's Certification as a true copy.

Name : _____ Signature : _____
NIC No : _____ Seal : _____
Contact no. : _____

Encl/ Attach Form 01

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Sample letter to obtain bank reconfirmation of current status of the customer accounts/facilities.
(To be typed on the Bank letterhead please)

CGF/004/BALET 24R1

Date:

Construction Guarantee Fund
"Savsiripaya",
123, Wijerama Mawatha
Colombo 07

Dear Sir,

CONFIRMATION OF THE CUSTOMER ACCOUNTS/FACILITIES AND THE CURRENT STATUS

This is to confirm that the following named our customer with registered office given here maintain following Current/Savings Accounts, deposits with our bank approved the under mentioned facilities.

Customer Name :
Company Name :
Registered Address :

AVAILABLE CREDIT FACILITIES AS AT TODAY

Against FD	: Total Rs. (M)	Balance Rs.	as at
Assets Base (Mortgage)	: Total Rs. (M)	Balance Rs.	as at
For Short Term loans	: Total Rs. (M)	Balance Rs.	as at
For Long Term loans	: Total Rs. (M)	Balance Rs.	as at
T. Overdraft (TOD)	: Total Rs. (M)	Balance Rs.	as at
P. Overdraft (POD)	: Total Rs. (M)	Balance Rs.	as at
Any other financial facilities available	:		

This letter has been issued at the request of our customer please.

Thank You.

Yours faithfully,

.....
Authorized Signatory of the Bank and staff code

Name :
Designation :
Bank :

Bank Seal

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අද දින වන විට අත ඇති වැඩ හා ඉදිරිපත් කල හා ඉදිරිපත් කිරීමට යෝජිත ලංසු තොරතුරු (පසුගිය වසර 02 තුළ)
WORK IN HAND - AS AT TODAY AND PROJECTS ALREADY BID AND BIDDING UNDER PROCESS (During last 02 years)

A අද දින වන විට අත ඇති වැඩ

CIDA වාර්තා පොතේ "වැඩ විස්තරය" යටතේ වැඩ ආරම්භය හා නිමකිරීමේ තොරතුරු සඳහන් පිටු අමුණන්න (පිටපත)

WORK IN HAND - AS AT TODAY

Please attach pages (copies) of CIDA Record Book for "Record of Work" as filled at the time of commencement & completion

අ. අ. S N	ව්‍යාපෘතිය Project	කාර්යසාධන/ අත්තිකාරම් ඇපකර ලබාගත් ආයතනය Source of Performance/ Advance Guarantee	සේවා යෝජකයා Employer	ව්‍යාපෘති වටිනාකම රු.(ම) Contract Value Rs(M)	අද දිනට ප්‍රගතිය Progress as at today		වර්තමාන තත්වය (පහත සටහන බලන්න*) Present Status (See note below*)	නිම කිරීමට බලාපොරොත්තු දිනය Expected date of Completion	වෙනත් කරුණු Remarks
					භෞතික % Physical %	මූල්‍යමය රු.(ම) Financial Rs(M)			

B ඉදිරිපත් කල හා ඉදිරිපත් කිරීමට යෝජිත ලංසු සහ ප්‍රධානය කිරීමට යෝජිත හා සුදුසුකම් ලත් ලංසු තොරතුරු

PROJECTS ALREADY BID & BIDDING UNDER PROCESS AND PROPOSED TO AWARD & ELIGIBLE BIDS

අ.අ. S N	ව්‍යාපෘතිය Project	ලංසු ඇපකර ලබාගත් ආයතනය Source of Bid Bond	සේවායෝජක Employer	ව්‍යාපෘති වටිනාකම රු.(ම) Contract Value Rs(M)	වර්තමාන තත්වය (පහත සටහන බලන්න*) Present Status (See note below*)	වැඩ ආරම්භ කල හැකි වකවානුව (මාසය) Commencement will be (Month)	වෙනත් කරුණු Remarks

සටහන: ඉල්ලා සිටියහොත් බිල්පත් ගෙවීම් සාරාංශ ඉදිරිපත් කල යුතුයි .

Note : If requested, please be ready to forward summary of Bill Payments

.....
දිනය Date

.....
කොන්ත්‍රාත්වරයාගේ අත්සන Signature of the Contractor

සටහන /NOTE

වර්තමාන තත්වය: 1.ප්‍රදානය කිරීමට අපේක්ෂිත 2.සුදුසුකම් නොලත් 3.සුදුසුකම් ලත් 4.ප්‍රදානය කරන ලද 5.ක්‍රියාත්මක වෙමින් පවතී 6.සේවායෝජකයා විසින් අවසන් කරන ලදී 7.අන්‍යෝන්‍ය වශයෙන් අවසන් කරන ලද 8.වැඩ අත්හිටුවීම 9.සම්පූර්ණයි 10.සම්පූර්ණ කර භාර දෙන ලදී 11.සම්පූර්ණ කල සහ DLP කාලය

Present status: 1.Pending for award 2.Not qualified 3.Qualified 4.Awarded 5.Ongoing 6.Terminated by Employer 7.Mutually Terminated 8.Suspention of work 9.Completed 10.Completed & handed over 11.Completed & DLP period

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