

# Construction Industry Development Authority (CIDA)

## Supplier Registration Form - 2026

### Section A - General Information

1. Name of Company / Supplier \_\_\_\_\_
2. Business Registration No. \_\_\_\_\_
3. Nature of Business \_\_\_\_\_
4. Year of Establishment \_\_\_\_\_
5. Registered Address \_\_\_\_\_
6. Phone Number \_\_\_\_\_
7. Email Address \_\_\_\_\_
8. Website (if any) \_\_\_\_\_
9. Contact Person (Name / Designation / Mobile / Email) \_\_\_\_\_
10. Type of Products / Services Offered \_\_\_\_\_
11. VAT Registration No. \_\_\_\_\_
12. Taxpayer Identification No. (TIN) \_\_\_\_\_

### Section B - Banking & Financial Information

1. Name of Bank \_\_\_\_\_
2. Branch \_\_\_\_\_
3. Account Number \_\_\_\_\_
4. Account Holder's Name \_\_\_\_\_
5. Credit Terms Offered (e.g., 30 days, 60 days) \_\_\_\_\_
6. Maximum Credit Limit Offered to CIDA \_\_\_\_\_
7. Average Annual Turnover (last 3 years) 2023 / 2024 / 2025 \_\_\_\_\_
8. Attach Latest Audited Financial Statements \_\_\_\_\_

### Section C - Legal & Statutory Compliance

- Business Registration Certificate
- VAT Registration Certificate
- Certificate of Incorporation
- Latest Tax Clearance Certificate
- Labour Department Registration (if applicable)

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EPF/ETF Contribution Records (if applicable)

### Section D - Experience & Performance

1. Have you previously supplied to CIDA? If yes, give details \_\_\_\_\_

2. Major Clients (Last 3 Years) \_\_\_\_\_

3. Work/Delivery Completion Rate (%) \_\_\_\_\_

4. Past Supply Disputes / Terminations (If yes, explain) \_\_\_\_\_

### Section E - Product/Service Information

1. List of Products / Services Offered \_\_\_\_\_

2. Attach Product Catalogues / Technical Specifications \_\_\_\_\_

3. ISO / Quality Certification Details \_\_\_\_\_

4. Warranty Terms (where applicable) \_\_\_\_\_

5. After-Sales Service / Support Offered \_\_\_\_\_

### Section F - Questionnaire for Evaluation

1. Maximum credit period offered \_\_\_\_\_

2. Maximum credit limit available to CIDA \_\_\_\_\_

3. Discounts for bulk orders / early payments \_\_\_\_\_

4. Delivery Time (Average in days) \_\_\_\_\_

5. Delivery Mode & Locations Covered \_\_\_\_\_

6. Number of Technical / Sales Staff \_\_\_\_\_

7. Number of Years in Business \_\_\_\_\_

8. Availability of Emergency Support \_\_\_\_\_

9. Are you a Manufacturer / Authorized Dealer / Agent? \_\_\_\_\_

10. Blacklisted by any Government Institution? \_\_\_\_\_

### Declaration

I hereby declare that the above information is true and correct to the best of my knowledge. I agree to abide by the terms and conditions of registration and supply as required by the Construction Industry Development Authority.

Authorized Signatory Name \_\_\_\_\_

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## Supplier Registration Form - 2026

Designation \_\_\_\_\_

Date \_\_\_\_\_

Signature & Company Seal \_\_\_\_\_

### Checklist for Submission

- Completed Registration Form
- Copy of Business Registration
- VAT Certificate
- Audited Financials (Last 2 Years)
- Product Catalogue / Price List
- Copies of Major Purchase Orders / Work Orders