

## SRI LANKA TELECOM PLC - REGISTRATION OF SUPPLIERS – 2022

Pls. send following documents to Gayan Thennakoon [gayank@slt.com.lk](mailto:gayank@slt.com.lk) for pre-evaluation of iSupplier registration.

- Company profile (This should include nature of your company, staff capacity, past experience ....etc)
- Expected categories (Major category Nos/descriptions – (refers Application - Annex - D)
- Proof of abilities for expected categories (if not included to company profile)

Once after pre-evaluation we will inform you pre-evaluation status (Approved/Rejected). Do not submit rest of the documents, making payments or delivery of NDA/MA hardcopies until you receive the status of pre-evaluation pls.

### iSupplier registration process

1. Send company profile and expected category details for pre-evaluation approval – to [gayank@slt.com.lk](mailto:gayank@slt.com.lk)
2. If pre-evaluation success, Send a copy of Business Registration, Address and Contact details - to [gayank@slt.com.lk](mailto:gayank@slt.com.lk)
3. Create iSupplier user account and Issuing of logging credentials to supplier (User ID and Password) – by Eng. SM & T
4. Delivery of duly filled, signed, franked NDA and MA **hard copies** to Mr. Gayan and collect the scanned copies of the same once after SLT party signed.
5. Upload required documents to iSupplier user account by supplier. Once completed give an update to Mr. Gayan. (Refer Application Annex – E )
6. Issuing of registration confirmation message by Eng. SM & T (via e-mail and ERP WORK FLOW mailer notification )

If need further clarifications, Pls. contact Mr. Gayan Thennakoon 0113 090 649 or 071 323 5060 during office hours.