



Coast Conservation and Coastal Resource Management Department

APPLICATION FORM FOR
REGISTRATION OF SPECIALIZED
SERVICE PROVIDERS – 2026

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SERVICE PROVIDERS – 2026**

**COAST CONSERVATION AND COASTAL RESOURCE MANAGEMENT
DEPARTMENT (CC&CRMD)**

Registration Number (For Office Use Only):	
Date of Application:	
Amount Paid:	
Receipt/Bank Deposit No.:	

SECTION A: GENERAL INFORMATION

Field	Details
1. Company/Firm Name	
2. Business Registration (BR) No. / Date	
3. Date of Commencement of Business	
4. Registered Address	
5. Contact Person & Designation	
6. Telephone Number(s)	
7. Official Email Address	
8. VAT Registration No. (If Applicable)	

SECTION B: SERVICE CATEGORY SELECTION

Please tick the service category(s) you are applying for :

Category/field of specialization	Tick (✓)
1. Specialized IT Services (Registered Software Developers)	
2. Geographical Information System (GIS) Consultation	
3. Drone Survey (UAV) Services	
4. Land Surveying Services	
5. Computer Hardware Maintenance Service Providers	

SECTION C: MINIMUM QUALIFICATION EVIDENCE

(Applicants must provide documentary proof for all applicable sections below. Failure to provide mandatory proof will lead to disqualification for that category.)

C.1. General Experience & Legal Compliance (All Applicants)

Requirement	Proof Submitted (Attachment Page No.)
Copy of Valid Business Registration Certificate	
Proof of operation for required number of years (as per category)	
Copy of VAT Registration Certificate (if applicable)	
Written evidence of financial capacity (e.g., recent bank statement, auditor report)	

C.2. Relevant Experience (Mandatory - Attach separate annexures detailing projects)

Project Type	Minimum Projects Required	Project Details Submitted (Yes/No)
Government/Semi-Government Projects	At least 2	
Private Sector Projects	At least 3	

C.3. Total Years of Experience (relevant field) :

SECTION D: TECHNICAL AND PERSONNEL QUALIFICATIONS

D.1. Specialized IT Services (Registered Software Developers) Only

Requirement	Proof Submitted (Page No.)
Proof of employment/arrangement with two (2) currently Registered Software Developers	
Proof of successful software development/system integration projects for Government institutions	

D.2. Land Surveying Services Only

Requirement	Proof Submitted (Page No.)
Copy of Valid License of the Licensed Surveyor (Head or Employee) registered with the Survey Department	
Proof of ownership/lease of calibrated surveying equipment (Total Station, DGPS/GNSS)	

D.3. Drone Survey (UAV) Services Only

Requirement	Proof Submitted (Page No.)
Copy of CAASL Approval or relevant permits for commercial drone operation	
Proof of employment of at least one (1) CAASL-certified Remote Pilot	
List of Survey-Grade Drone Equipment (e.g., RTK/PPK enabled)	

D.4. Computer Hardware Maintenance Service Providers Only

Requirement	Proof Submitted (Page No.)
Proof of certification/training from major hardware manufacturers or technical institutes	

Requirement	Proof Submitted (Page No.)
Evidence of a fully equipped workshop/service center (location, photos)	
Proof of employment of at least two (2) full-time, experienced hardware technicians	

SECTION E: ADDITIONAL QUALIFICATIONS (Desirable)

(Applies to IT, GIS, Drone, and Land Surveying Services ONLY. This section is not mandatory but will be considered for enhanced registration grading.)

Qualification	Number of In-House Staff	Proof Submitted (Page No.)
PhD / MSc Holders in a relevant field (e.g., Computer Science, GIS, Engineering, Geomatics)		
BSc or similar degree Holders in a relevant field (e.g., Computer Science, GIS, Engineering, Geomatics)		

SECTION F: DECLARATION AND UNDERTAKING

I/We hereby declare that the information provided in this application and all attached supporting documents are true and accurate to the best of my/our knowledge. I/We understand that any false declaration or submission of forged documents will lead to the immediate rejection of this application, cancellation of registration (if granted), blacklisting from future procurements, and may result in strict legal action. I/We also confirm that we have read and understood the General Conditions and Terms for Transport of Machinery (if applicable) outlined in the Procurement Notice.

Name of Authorized Signatory:	
Designation:	
Company Seal:	
Signature:	
Date:	