



# Hatton National Bank - Supplier Tendering Portal

## Register as a Supplier with HNB

- Step 01 – On visiting <https://etendering.hnb.lk> , you will be able to access the HNB eTendering Portal.
- Step 02 – Click the “Register” button
- Step 03 – To Register as a Supplier, click “Create My Account”
- Step 04 – Fill the details requested on the account creation form and click “Create My Account”
- Step 05 – You will receive an email to the email address provided. Click the verification link in the email.
- Step 06 – You will be directed to a detailed registration form. Fill the personal information and click “Save Details”.
- Step 07 – Select the product categories, sub-categories and products from the drop-down lists for the products that you can supply and click “Add Product Now” for each selection.
- Step 08 – Attach all requested Registration Documents as instructed on-screen
- Step 09 – Once complete, please click on “Register”
- Step 10 – Upon successful form submission, your account will be verified and approved by HNB.
- Step 11 – You will receive an email on methods of payment. Select the method of payment from the email.
- Step 12 – On successful receipt of payment your account will be active for use. Please login with your email address and password.

## Off line Payment Details

- (A/c deposit) A/C No : 003010364772
- Name : HNB o/A Banking Services
- Bank : HNB Head Office Branch
  
- Amount payable : Rs.10,000/- per category valid for 2 years from registration date

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