

EXPRESSION OF INTEREST (EOI)

RESPONSE FORM FOR THE APPOINTMENT OF A PANEL OF ADMINISTRATORS

1. General Information	
1.1 Name of the Individual	
1.2 Name of the Firm / Company (<i>Only if the individual represents a firm</i>)	
1.3 National Identity Card Number/Business Registration Number (<i>if applicable</i>)	
1.4 Business Address	
1.5 Telephone (<i>Fixed/Mobile</i>)	
1.6 Email	
1.7 Authorized contact person	Name: Designation: Email: Phone (<i>Fixed/Mobile</i>):
2. Educational Qualifications of the Administrator	
2.1 Indicate the applicable highest academic qualification (Master's degree or equivalent)	
2.2 Indicate the applicable Bachelor's degree (or equivalent)	
3. Professional Qualifications & Affiliations of the Administrator/s	
2.3 Indicate the applicable qualifications and memberships	
2.4 Registration details with relevant regulatory or professional bodies (attach certified copies of certificates)	

2.5 Remarks (if any)			
4. Relevant Experience and Capability			
4.1 The nature and the extent of previous and current experience in delivering services of administratorship or any other similar services. (Word Limit – [500] words)			
4.2 Relevant Experience			
Experience Area	Institution	Designation / Position Held	Duration of Service (No. of Years)
Serving in the Board of Directors or as Key Management Personnel in Licensed Banks (LBs) or Licensed Finance Companies (LFCs)			
Director level or above within a financial sector regulator or resolution authority for LBs/ LFCs			
Partner level or equivalent or above in restructuring & insolvency, mergers & acquisitions advisory, valuation, banking/financial services, or legal practice			

Senior managerial experience within reputable investment banks			
4.3 Relevant Capability			
Capability Area	Project / Assignment	Role / Position Held	Contact details of referees
Leadership and management skills, including the ability to manage complex projects and multiple stakeholders.			
Experience in negotiation and conflict resolution, particularly in high-stake situations involving creditors, shareholders and other stakeholders.			
Knowledge of regulatory requirements and compliance issues related to the resolution process			
4.4 Please outline the willingness, capability and proposed strategies to deliver the services required, including the approximate timeframes.			
5. Team composition			
5.1 Total staff Strength:			
Number of members in the Team:			
5.2 Details of the individual Team Members (may attach a separate document containing following details):			
Name			
Role			
Qualifications			
Bachelor's / Master's degree (relevant field)			

Applicable professional qualifications and memberships (attach certified copies of certificates)			
Experience of team member in the financial sector , including LBs/LFCs, audit firms, investment banks, financial advisory firms, valuation firms, law firms, or regulatory institutions.			
Area in the Financial Sector	Institution	Designation / Position Held	Duration of Service (No. of Years)
Experience of team member in areas such as recovery, credit, risk, operations and branch administration.			
Other relevant areas	Project Assignment /	Role / Position Held	Contact details of referees
6. Compliance and independence of the Administrator			
6.1 Conflict of Interest: <i>Provide details of any financial, professional, business, or personal interests, relationships or clients which do or may give rise to a conflict of interest with any Licensed Bank or Licensed Finance Company and the area in which that conflict or potential conflict does or may arise. These disclosures will be recorded at the Panel selection stage, while the final determination of any conflict of interest will be made by the Central Bank of Sri Lanka (Central Bank) at the time of appointment to a specific Licensed Bank or Licensed Finance Company.</i>			
6.2 Independence: <i>Assessment of the independence in terms of Section 18(3) of the Banking (Special Provisions) Act, No.17 of 2023</i> <i>At the Panel selection stage, applicants shall provide a general declaration of independence, together with disclosure of any existing relationships with Licensed Banks or Licensed Finance Companies. The Central Bank will reassess independence at the time of each specific appointment, and any person found to have an interest in the affairs of the relevant institution will not be eligible for appointment as Administrator to that institution.</i>			

7. Service Rates Proposal		
7.1 Provide the average service rate per day for administratorship assignments (attach a detailed fee structure, if applicable)		
8. Required Documents		
Attach certified copies of the following documents with your submission		
☐ A copy of NIC/Passport		
☐ Corporate Profile (if applicable)		
☐ Certificates (Academic/Professional)		
☐ Proof of Registration with Regulatory Bodies		
☐ References from previous assignments undertaken		
☐ Any other, please specify		
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9. Declaration		
I hereby declare that the information provided in this EOI is true and correct to the best of my knowledge. I understand that any false declaration may result in disqualification. Further, I have no objection to the Central Bank verifying the information and conducting reference/background checks.		
Authorized Representative	Name	
	Designation	
	Signature	
	Date	
	Rubber Stamp	