

Tenderer's Identification Form

Section 1: Company Details and General Information

1. Name of Company:

2. Address

Town/City:
Country:

3. PO Box and office address (if different from physical address):

4. Full Name of contact person with CNIC:

5. Telephone Landline

Mobile Number:

7. Email:

8. Website address:

9. Type of company:

Limited company Individual company Other (specify):

10. Type of activity:

Manufacturer Exclusive distributor Retailer Other (specify):

If you ticked "exclusive distributor" or "retail", please provide proof or certificate(s) of the manufacturers authorising you to market their products.

Additional services:

Presence of after-sale service:

YES NO

Delivery Capabilities at ----- :

YES NO

11. Date of Registration of the Company:
employees:

12. Number of full-time

13. NATIONAL IDENTIFICATION (ID) No.:

14. TAX ID No of the Company. (NIF)
If YES, enter the number:

YES NO

15. NATIONAL REGISTER OF COMMERCE (NRC) No.: YES NO
If YES, enter the number:

16. Administrative Documentation Available:
 Invoice (letterhead) Purchase Orders Delivery Slips
 Other (specify):

17. Working Language
 English Urdu

18. Bank Account: YES NO
If YES, please specify the Name of the Bank:

19. Accepted methods of payment:
 Wire transfer Cheque Cash

20. General Payment Terms:
 Advance With order Credit

If CREDIT, please specify the maximum number of days' credit granted:

Section 2: Experience

21. Please mention the names and contact details of at least three of your customers (NGOs, European institution, company, government agency) who can be contacted for checking your reputation.

22. Certificate:
I, the undersigned, (*Name / Position*)
.....
.... certify that the information provided in this document is accurate, and in the case of changes, the details will be provided as soon as possible. The company has not received any warning from the government for non compliance to any government rule. The company has never been banned by the government due to known or unknown reasons.

Date:

Signature and stamp: