

Company Details and General Information

Name of Supplier: (Cheque will be issued on same name)

NTN																	-																	
STRN																																		
SECP																																		

Correspondence Address:

Phone No.: _____ Fax No.: _____ Website: _____

Contact Person : _____ Designation : _____ Cell No.: _____

E-mail Address: _____ Payment Terms: 30 days' credit
(for quote invitation and order confirmation)

Date of Establishment / Registration

Nature of Business : Manufacturer Trader/Authorized Dealer Construction Firm Others(Please Specify)

Corporate Status : Sole Proprietorship Public/Private Company Joint Ventures (JV) Partnership Any Other

Group Information:

Relationship With HPP and HPH Group of Companies:

Disclosure of Interest

- I hereby confirm that none of the shareholders, directors or staff members of the Company is a family member of any existing or ex-employees of Hutchison Ports Pakistan, Hutchison Ports KICT or other group companies of Hutchison Ports Group
- I hereby confirm that the following person of the Company is (are) connected to existing or ex-employees of Hutchison Ports Pakistan, Hutchison Ports KICT or other group companies of Hutchison Ports Group
 Name and Position in the Company: _____ (Shareholders/ Directors/ Staff)
 Connected Person at HPP, HP KICT, or HPH: _____
 Relationship: _____

CATEGORY OF PRODUCTS / SERVICES OFFERED

List below up to a maximum of Five (5) of your core Goods/Services offered:

Description (one Line for each Item)	National/International Quality Standard to which Item conforms

Products/Services to be supplied :

Job Reference	Reference - 1	Reference - 2	Reference - 3
Company Name			
Job Nature			
Business Volume in PKR			
Contact Person Name (for Verification)			
Contact Number (for Verification)			

Qualification: (Please attach authorization Letter)

1) Are you Agent / Authorized dealer?

- No Yes, please specify the product name and principal _____

2) Any Licenses / Certificates obtained? _____

Financial Information , Technical Capability And Information

<u>Year End</u>	<u>Gross Turnover</u>	<u>Net Profit Before Tax</u>	<u>Current Assets</u>	<u>Current Liabilities</u>
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Goods/Services Offered for Supply Conform to National / International Quality Standards?
 Yes No

Quality Assurance Certification (e.g. ISO 9000 or equivalent). If yes, please provide copy of certificate
 Yes No

Does Your company offer after sale warranty on offered products?
 Yes No

Does Your company offer after sale Support on offered products?
 Yes No

Do you have any previous / current business dealing with companies under Hutchison Ports? If yes, please attach evidences
 Yes No

Details of Bankers:-		
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Name	Branch	Account Number

Signature : _____ Company Stamp : _____
 Name & Title : _____ Date : _____

I/We declare that the information provided in this form is true, correct and complete.

For Office Use Only

Approved by:

Reporting Analyst

Head of Procurement

Senior Manager Accounts & Planning

CFO / GM & HBU

<u>Documents to be provided along with this form:</u>	<u>Remarks</u>
<input type="checkbox"/> Copy of NTN Certificate	
<input type="checkbox"/> Copy of Sales Tax Registration Certificate	
<input type="checkbox"/> Form-A (in case of Public/Private Limited company)	
<input type="checkbox"/> Form-29 (in case of Public/Private Limited company)	
<input type="checkbox"/> Three (3) month latest bank statement	
<input type="checkbox"/> Certified Audit and Financial Report of last fiscal year	
<input type="checkbox"/> Attested copy of CNIC (in case of sole proprietor only)	
<input type="checkbox"/> Undertaking on judicial stamp paper worth PKR 200/- (in case of sole proprietor only)	
<input type="checkbox"/> Partnership deed / Certificate copy (in case of Partnership only)	
<input type="checkbox"/> Client List along with evidence (such as Purchase Orders & Contracts)	
<input type="checkbox"/> Copies of monthly Withholding Tax and Sales Tax Return for last 3 months (If Applicable)	
<input type="checkbox"/> Bank Account Maintenance Certificate	
<input type="checkbox"/> Bank Account details on Letter Head duly signed by CEO/Owner	
<input type="checkbox"/> Supplier Code of Conduct	
<input type="checkbox"/> Declaration of Compliance to Corporate Laws & HPH policies	

