

VENDOR REGISTRATION FORM

Please Complete in full Information

Section 1: Company Contact Details and General Information					
1	Name of Company				
2	Company Legal Address		Buidling Name	City	Postal Code
3	Mailing Address and P.O. Box (If Different to point 2 above)				
4	Telephone Number				
5	Fax Number				
6	Website		List Supporting Document** Akta Pendirian / Notary Deed* <input type="checkbox"/> YES <input type="checkbox"/> NO		
7a.	Contact Name (for Bids)		Akta Perubahan <input type="checkbox"/> YES <input type="checkbox"/> NO		
7b.	Contact Title		Pengesahan Akta Pendirian (SK Menkum)* <input type="checkbox"/> YES <input type="checkbox"/> NO		
7c.	Contact email address		SIUP / IUT (License Number)* <input type="checkbox"/> YES <input type="checkbox"/> NO		
8a.	Contact Name (for Contract signature, if different to point 7 above)		SKDP (Domicile Letter)* <input type="checkbox"/> YES <input type="checkbox"/> NO		
8b.	Contact Title		Tax ID Number (NPWP)* <input type="checkbox"/> YES <input type="checkbox"/> NO		
8c.	Contact email address		Others (Mention Doc. Name)		
9	Parent Company, if any (full legal name)				
10	Principal subsidiaries, associates, and/or representative(s), if any				

**Mandatory*

***Supporting Document must be attach along with Form Registration*

Section 2: Company Profile					
1	Type of business (Legal Structure)	<input type="checkbox"/> Corporation	<input type="checkbox"/> Partnership	<input type="checkbox"/> Sole Proprietorship	
		<input type="checkbox"/> Joint Venture	<input type="checkbox"/> Franchise	<input type="checkbox"/> Non-Profit	
2	Nature of Business				
3	Year established				
4	Number of full time employees				
5	License number and Country where registered				
6	Tax / VAT ID Number				

Section 3: Financial Information and Experience

1 Contracts of similar scale/volume during the last three years:

Customer Name	Value (IDR)	Year	Goods and Associated Services Provided	Country

2 Three (3) customer references:

Company Name	Contact Name	Position	Contact email	Contact telephone

Section 4: Technical Capacity and Information on Goods/Services offered

1 Description of core goods / services offered:

2 Quality Assurance Certification Number, if any

3 Membership of International Trade or Professional Organizations, if any

Section 5: Banking details

1 Name of Bank	
2 Account Number	
3 Account Name: <i>Must be in the name of the vendor</i>	
4 SWIFT / BIC	
5 IBAN	

Corporate Stamp and Signature of

Authorized Representative :

Name:

Signature:

Date: