



Supplier Profile Registration Form

Notes:

- All pages to be completed by Supplier and submitted to golden arrow
- Requested information is for golden arrow internal use only and will be treated as confidential.
- Please TYPE or PRINT.
- Attach additional pages if space in columns is not enough but information must be provided in the following sequence for all columns.

Section 1: General Information (if possible, please attach relevant documentation)

1. **Name of Company** (*Certificate of registration to be attached*):

Parent Company (*if applicable*): _____

2. **Full address of Company:**

Street: _____

P.O. Box: _____

City: _____

State: _____

Country: _____

3. **Tel** (*incl. Country code*): _____

4. **Fax** (*incl. Country code*): _____

5. **E-mail address:** _____

6. **Internet web-site:** _____

5.1. Name of contact person (s): _____

5.2. Title of contact person (s): _____

5.3. Authorized to deal on your behalf: _____

6. Type of organization (one X only): **State Enterprise:** ☐ **Private Company:**

☐ **Other** (Please specify):

☐ _____

7. Activity Category (mark X where applicable):

☐ Manufacturer Consultant ☐

☐ Trading Company ☐ Forwarder

☐

☐

Authorized Agent:

Other (Please specify): _____

8. List the shareholders (Business Owners):

9. Year established: _____

10. Section 2: Financial Statement

11. Bank name and address:

12. Account details:

a. Account number: _____

b. Swift Code: _____

c. ABA number: _____

d. IBAN number: _____

e. Pay through instructions (*where relevantly*): _____

Section 3: Activities

13. Previous Contracts (during the last two years) **with any Governmental**

Organizations / Private Companies / NGO's / UN Agencies, for below products / services:

Contract Ref. No.	Date (dd/mm/yy)	Value (currency)	Product	Organization	Name / address
1) -----	-----	-----	-----	-----	-----
2) -----	-----	-----	-----	-----	-----
3) -----	-----	-----	-----	-----	-----

14. Main products / services offered *(Please provide product list or catalogue):*

15. Storage / Warehouse capacity *(in square meters if applicable):* _____

16. Size of production plant (s) *(in square meters if applicable):* _____

17. Annual Turnover Rate: _____

18. Local representation: *(Please attach a list of countries where your local representative will provide warranty services on products / Services purchase from you – provide complete addresses (of your subsidiary ies / agents) where applicable):*

Section 4: Other Information

18. Approved standard (ISO, HACCP, FDA, GMP, etc.) *(Certificates of approval to be attached) :* _____

19. Does your company have a statement of Quality policy? *(Circle as applicable)*

Y/N *(if yes kindly attaches a copy)*

20. Which of the following does your company implement: (Circle as applicable)

Raw Material	Y/N	Sub-component control
Y/N		
Process control	Y/N	Final / pre-delivery
control Y/N		

21. Authorized contact person regarding Quality control:

Name: _____

Title: _____

Telephone: _____

E- mail: _____

22. Membership of National / International Associations? (Circle as applicable)

Y/N (if yes, please enclose list of names and attach copy of membership)

23. Is your company covered by a third party liability insurance? (Circle as applicable)

Y/N (if yes, please provide a copy of relevant documents)

24. Does your company have a documented environmental policy? (Circle as applicable)

Y/N (if yes, please provide a copy of relevant documents)

Conflict of Interest Code:

GA policy requires that Services' Providers and bidders must ensure the following:

That their personnel, consultants, people in charge, subcontractors who work with do not put themselves in a position that might lead to an actual or potential conflict of interest between the interests of the GA and the interests of the bidder or Service provider during the course of contracting or supply procedures and contract execution.

First: Conflict of Interest Cases: The bidder, whether s/he is a contractor or services provider is considered being in a conflict of interest in the following situations:

- **Supplying goods, providing services directly related, or indirectly unrelated to consultancy services were implemented by her/him in the preparation stage or implementation stage of the project, or any services were implemented by any party related to her/him under her/his authority or partner's` directly or indirectly.**

The workers are in an interest, works relationships with the bidder, in a relationship with the specialists in the company or the sponsored party of implementing the project, the beneficiaries from the fund of the company, or any other party represents or operates in behalf of the company. They are:

The participants in preparing contract documents, commodity specifications, analysis and evaluation, or procedures of that contract.

- **The participants in implanting or supervising the implementation of the contract unless the resulted conflict of that relation is settled with a satisfactory manner to the company during the course of contracting procedures or contract implementation.**

- **The bidder has to state (written) in case there are family relations, any interests, or business directly or indirectly, with any of the employees of the company according to the form prepared for this by GA.**

I hereby certify that the information provided above and in all the annexure is correct.

Name: _____

Date: _____

Title: _____

Signature: _____