



Vendor Pre-Qualification

Company Trading Name											
Company Registered Name											
Did your company previously operate under another name?		Yes						No			
If YES state the previous name below											
Trading Name											
Registered Name											
Company Registration Number Or ID Number If A											
Form of entity		SARL		SAL		Sole		Limited		Partnership	
Is your company VAT Registered?		Yes			No			Exempt			
If Yes, state VAT Registration Number											
If No or Exempt, state reason											
Bank Name					Bank Account Number						
Company Physical Address											
Code											
Company Postal Address											
Code											
Company Telephone number											
Company Fax Number											
Company E-Mail Address											
Company Website Address											
Contact Person					Designation						
Telephone					Email						
Last Financial Year Annual Turnover (USD or equivalent)		<100 K		>100 K<500,000 K		>500,000 K<1 Million		>1 Million			

Indicate using a 'X' the business sector in which your company is involved/operating			
Agriculture		Community, Social and Personal Services	
Manufacturing		Printing	
Electricity, Gas and Water		Wholesale Trade, Commercial Agents Services	
Retail, Motor Trade and Repair Services		Transport, Storage and Communications	
Catering, accommodation and Other Trade		Insurance, Finance and Business Services	
Other (Specify)			

Document List	Yes / No
1) Company Profile	
2) Supplier Customer References	
3) Completed AMEL Supplier Code of Conduct form and proof of submission	
4) Original or certified copy of VAT registration certificate	
5) Certified copy of identity document of Shareholders / Directors / Members	
6) A letter with the company's letterhead confirming physical and postal addresses	
7) Certified copy of share certificates of Shareholders	
8) Certified copy of certificate of incorporation	