



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)	
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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	