

Vendor Information Form

For Internal Use Only

<u>General Information</u>		
1.	Name of the company (as you want to be printed on PO or cheque)	
2.	Correspondence Address	
3.	<u>Contact Details</u>	
	Telephone number	
	Fax Number	
	E mail ID	
	Contact person for us	
	Contact person's cell number	
	Office timing & weekly off	
	Website URL (if available)	
4	Nature of Business (what kind of goods / services do you intend to supply or provide)	
5	PAN number (attach copy)	
6	VAT/Service tax registration number (attach copy)	
	Bank Details	
	Excise Registration number	
	Manufacturing Lic Number (if applicable)	
	<u>Business Information</u>	
7	Business Type (Public Ltd, Pvt Ltd, Proprietary ...)	
8	Whether small scale, micro, medium, large scale, MNC collaboration (attach SSI registration if applicable)	
9	Director/Proprietor's name qualification & experience in current business	
10	Date of establishment	
11	Approx sales turnover in last 3 financial years (give the year also). Preferably attach balance sheet copy .	
12	Number of offices in India & locations	
13	Name of any other company belonging to you & supplying goods/ service to Sanofi group of companies	
14	Names of few other major clients	

15	Names of few Pharma clients	
16	Number of employees in company	
	Number of employees in Mumbai	
17	Number of Technical persons in Mumbai	
18	Are you a manufacturer / authorized distributor / trader / importer / service provider If you are authorized distributor to any company, pl name it & attach the certificate	
	<u>Business Achievements / Commitments</u>	
19	Any major accrediting (ISO, regulatory etc), business awards won	
20	Any other major business achievement you would like us to know	
21	Are you prepared to abide by the confidentiality condition & sign confidentiality contract with us?	
22	Would you abide by Sustainability Principles accepted by Sanofi group companies (Compliance to all applicable laws, no child labor, environment protection, non-corruption practices)	
23	Do you ensure that any surplus goods (bearing supplier's logo) or printing waste is properly destroyed to prevent its misuse? How do you ensure this?	

I confirm that above information is true to my best knowledge.

Name & designation of signatory

Date:

Company stamp / seal