



PT. ISPAT PANCA PUTERA
Subsidiary of PT. Ispat Indo

Plant: Jl. Tridharma No. 3, Kav. D 1-9/14-22, Kawasan Industri Gresik 61121, Indonesia.
Telp : (62)-31-397-4191, Fax : (62)-31-397-2762 / 0678
Email : rahadian.christyanto@ispatpanca.com

Vendor Profile Form

1. Title & Name of the Vendor	PT	ENVILAB INDONESIA
2. Address & Street (Domicile)	Manyar Mas Karimun Industrial Park B-35, Jl. Raya Manyar Km 11, Gresik	
City & Postal Code	Gresik	61151
District	Manyar	
Country	ID	INDONESIA
Business language & currency	Indonesia	Rupiah
Telephone	031-99006835	
Fax	031-99006834	
e-mail	info@envilab-id.com	
Website		
3. Contact person		
Name	Dian Fitriani Permatasari	
Position	Staff Marketing	
Telp	031-99006835	
Fax		
Hand Phone	0821-3987-3131	
Email	dian@envilab-id.com	
4. Legal Documents of Indonesian Company (attached)	No	Valid until
Notary deed / akte pendirian		NA
SIUP /Surat Ijin Usaha Perdagangan		NA
TDP /Tanda Daftar Perusahaan		06-Jul-21
Legalization from DEPKUMHAM (special for PT)		NA
SIUJK (special permit for Civil Construction)		
SIO from DISNAKER (special permit for Manpower Supply)		
Insurance JAMSOSTEK registered (special for inhouse job)		
Wajib Lapor Tenaga Kerja (special permit for Manpower Supply)		
5. Vendor's Banker (Must be Fill complete)		
Name of bank	PT. ENVILAB INDONESIA	
A/C No.	1400004983715	
Bank Branch & Address	PT. Bank Mandiri (Persero) Tbk. Cabang Gresik Kartini - Jl. Kartini 210 - Gresik	
Name in cheque		
SWIFT Code	BMRIIDJA	
IBAN		
6. Taxation		
NPWP / Tax Number	02.529.456.2-612.000	Name: PT. ENVILAB INDONESIA
PKP No.	S-208PKPWPJ.24/KP.0403/2016	Name: PT. ENVILAB INDONESIA
7. Other Details		
Total annual turnover (\$) for last 3 years (pls enclose balance sheet)	Year 1	\$1.300.000
	Year 2	\$1.500.000
	Year 3	\$3.000.000
Year of commencement		
Nature of business	Manufacturer / Authourised Dealer / Trader (Please enclose government permission registration details)	
Pattern of business holding	Properietorship / Partnership / Public Ltd (please attach copy of registration)	
Name of the parent company		
Name of the principal company		
Have you ever been in business with Ispat Indo (If yes - detail year of interaction and purpose)		
Declarations		
We hereby declare that information above is correct and true to best of our knowledge.		
Signature		
Name	Dian Fitriani Permata Sari	
Date	19 Maret 2020	

Note : Please fill all the field with details. Form with blank field will not be considered for registration.

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8. List your top five customers in order of business volume				
	Name, location of the customer	Annual business, \$	% of your total business	
a	Emission Quality and Fugitive Monitoring Services for 2016-2018, Petrochina International Jabung Ltd	\$500.000		
b	Environmental Monitoring & Measurement, Pertamina Hulu Energi WMO	\$356.877		
c	Environmental Monitoring Services, EMP Malacca Strait S.A.	\$175.000		
d	Provision of Environmental Monitoring, Pertamina Hulu Energi WMO	\$400.000		
e				
9. Details of products / services offered (Must note the details and Pls enclose the product catalogues if any)				
10. Organisation structure of your company (pls enclose a copy)				
Number of employees		Mgmt	Skilled	Unskilled
11. Name of key persons in yours organisation & contact details				
No	Name	Phone No	Email	
12. Quality System Accreditation (ISO 9000, 14000, OHSAS, etc) (If yes, pls enclose details)				
Quality System		SNI ISO/IEC 17025:2017 (ISO/IEC 17025:2017)		
Agency		Komite Akreditasi Nasional		
Year received		17 Februari 2020		
13. Inspection & testing facilities and procedures for the products and services offered (pls enclose details)				
14. Customer complaint handling process (pls enclose details)				
15. Details of your associates / authorised dealers / service centers to deal with ISPAT INDO (Please enclose authorisation letter)				
16. Business with Ispat Group / Arcelor Mittal Units				
Are you supplying to any other Ispat Group / Arcelor Mittal Units				
(If yes, pls include which unit and items supplied)				
No	Unit	Year	Items supplied	
Relationship with any of ISPAT Group - Arcelor Mittal Employee / Ex-Employee (Please give details of the person and relationship)				
Declarations				
We hereby declare that information above is correct and true to best of our knowledge.				
Signature				
Name	Dian Fitriani Permata Sari			
Date	19 Maret 2020			



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Vendor Profile Form

	Purchase Dept		Legal	Technical Dept		Finance Dept	
		Ranking 1-5	Ranking 1-5		Ranking 1-5		Ranking 1-5
Departmental Evaluation	Nature of Criticality *				Technical Competancy	Financial Turn over & Financial Strength	
	Purchase Strategy **						
Signature							

Details			
Vendor Visit, Market Feedback, Trial Order Result, Test Report, Potential Items to supply in Future, Advantage :			
Purchaser Name	Nesia		
Company Code	IPP	Purchase Organization	I26
ACC. GROUP	Z006	Service Vendors	
Vendor Schema : <input checked="" type="checkbox"/> LP (Local Purchase) <input type="checkbox"/> IP (Import Purchase) <input type="checkbox"/> SL (Scrap Local)			
PAYMENT ACCOUNT & METHODS			
RECON.ACCOUNT	5210000004	Sundry Creditors-Service Vendors	
PAY TERMS METHODS	Z003	Credit 14 days After Receipt	
A.OUTGOING	CDCOB	* Pls don't fill anything for OUTGOING	
B.INCOMING	K	Credit Sale	
WITHOLDING TAX TYPE	I1	PPH 22 on Invoice	
CURRENCY			
INCOTERMS	FRN	Franco	
LOCATION			
<input type="checkbox"/> Approved Vendor Vendor Code :			
<input checked="" type="checkbox"/> New Vendor			

Plant Head	
Remarks	
Signature and Date	

New Vendor entered in computer system by	
Name	
Date & Signature	

- Ranking Criteria ***:
- 1 Poor
 - 2 Good
 - 3 Very Good
 - 4 Excellent
 - 5 Exceptional

Entry data Verified

* Nature of Criticality = Is that supplier will supply Critical Item ?
How many supplier can supply this Item ?

** Purchase Strategy = Price - Commercial Criteria

*** Ranking Criteria = Refer to CSOP and Data Provided by Vendor

Ispat Indo Group (Ispat) Ethical Code of Conduct:- Vendors & Suppliers (V&S)

V&S of Ispat are chosen in consideration of objective criteria, based on quality, reliability, price, utility and performance or service. V&S are treated justly, fairly and honestly.

Ispat Supplier should uphold the highest standards of fair Business Practices and ethics, like:

A. Integrity

1. Ispat has a reputation for honesty and integrity in its management practices and in all its business transactions. It is vital, for Ispat, including each subsidiary, and for each one of us,
2. Ispat preserve its reputation and maintain the relationship of trust that must exist with all the individuals and companies with whom we have dealings.
3. Ispat V&S shall maintain high standard of integrity, that gifts in cash or in kind, pleasure trips or vacations, special privileges or living accommodations or lodgings or any gesture with deemed mala fide intention to influence decision making, with the exception of promotional items of normal value, is forbidden to be made to Ispat employees.
4. Ispat V&S shall comply with anti-corruption laws and regulations of the country in which they operate, and anti-corruption regulations in Indonesia and will avoid all acts which are considered illegal.
5. Ispat V&S will immediately bring it to the notice of Ispat top management, on direct e-mail (info@mittalsteel.com) or by letter, for any inappropriate favor asked by any of Ispat employee.

B. Confidential Information

1. Ispat V&S shall treat the Data, information and documents pertaining to Ispat as strictly for the performance of the V&S and shall not be disclosed or communicated to persons outside their organization.
2. Information in B.1 includes, in addition to the technology used by Ispat, intellectual property, business and financial information relating to sales, earnings, balance sheet items, business forecasts, business plans, acquisition strategies and any other information of a confidential nature.

C. Property of Ispat

Ispat V&S shall maintain and use the information on technology and know-how in such a way that intellectual property rights of Ispat is adequately protected.

D. Compliance on Local Laws:

Ispat V&S shall be compliant with all the relevant local laws and regulations.

E. Respect for the Environment

Respecting and protecting the environment is an important value to which Ispat subscribes & expect that Ispat V&S shall respect & comply with all applicable local environment rules and regulations.

Signature with company stamp :



Name : Dian Fitriani Permata Sari
Position : Sales
Date : 23 Maret 2020