**SUPPLIER PREQUALICATION REQUIRED INFORMATION**

1. Business Details

* Country
* Category
* Sub-category
* Business Name
* Type of Business
* Nature of Business
* Certificate of Registration/Incorporation number
* KRA PIN no.
* Tax Compliance no.
* Tax compliance certificate expiration date
* Physical address
* Company Email
* Contact person
* Company Telephone number
* Contact person telephone number

1. Financial Information

* Account name
* Bank name
* Bank Account number
* Bank Branch
* Branch code
* Account currency
* Company financial contact person
* Contact person email
* Contact person phone number

1. Professional capacity

* No of years in business
* Number of employees

1. Required Documents

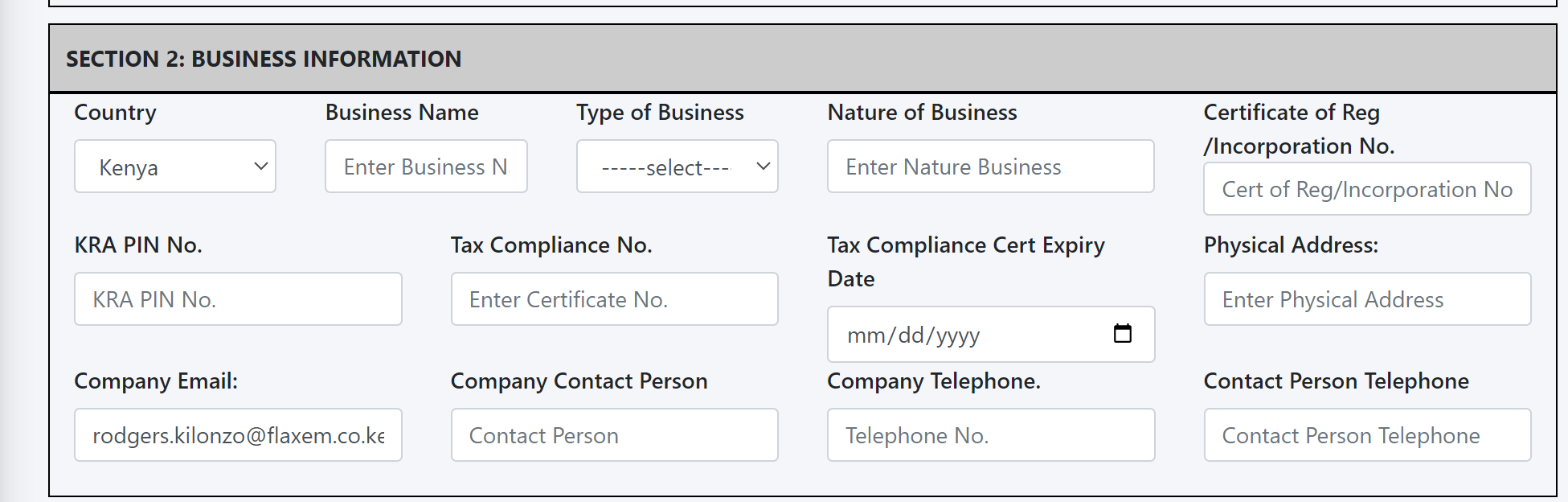
* Certificate of Registration/Incorporation
* KRA PIN Certificate
* Tax Compliance Certificate
* Article of Association / CR12 document
* Company profile
* Bank Reference Letter
* Audited financial reports
* Single Business permit (where applicable)
* Manufacturer’s authorization letter (where applicable)
* Practicing certificates (where applicable)
* Recommendation letters from current clients
* LPO’s or Contracts offering similar services

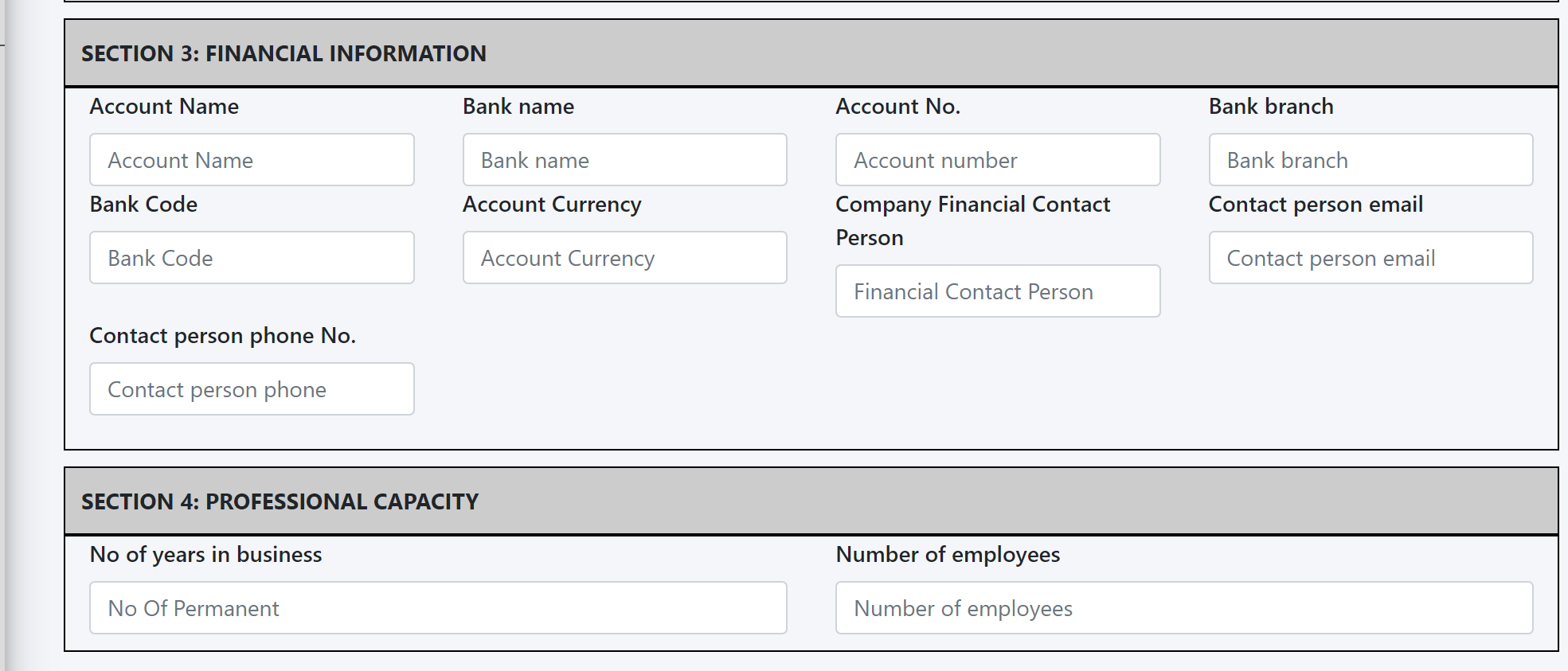
**SELF-DECLARATION FORM**

I/We……………………………………………………….……………………………………………hereby declare;

* That the information given above is true and further state that I/We also understand the payment of the PQ Fees does not guarantee inclusion into the supplier database
* That I/We are not insolvent/in receivership, bankrupt or being wound up, business activities not suspended/not subject to legal proceedings.
* That I/We have legal capacity to enter into contract.
* That I/We have fulfilled obligations to pay taxes/social security contributions.
* That if the legal, technical, financial position, or the contractual capacity of the firm changes, we commit ourselves to inform you and acknowledge your sole right to review the pre-qualification made.
* That I/We understand that I/We shall be disqualified should the information submitted here for purpose of seeking qualification be materially inaccurate or materially incomplete.
* That I/We give NKG Coffee Mills Kenya the authority to seek any other references concerning my/Our Company from whatever sources deemed relevant.
* That if pre-qualified, I/we undertake to participate in submission of a tender or quotation when called upon to do so.

Screenshots of the application form





A screenshot of a computer

Description automatically generated