

VENDOR REGISTRATION FORM

REMINDER

- a. This application form must be completed accordingly, in completion with signature and company's stamp.
- b. Incomplete application form and submission without the required format shall not be processed.
- c. Please attach all the required documents as per stated in the Document Checklist (page 10 & 11).

Name of Company

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1. Company's Information.

i) Address and Correspondence.

a) Registered Address			
			Postcode :
b) Mailing Address			
			Postcode :
c) Office Telephone No.		d) Telefax No.	
e) Person to Contact			
f) Mobile No.			
g) E-mail Address			
h) Website Address			

ii) Other Company's Information.

a) Constitution of Business	Private Limited Co. <input type="checkbox"/> Public Limited Co. <input type="checkbox"/> Sole-Proprietor <input type="checkbox"/> Partnership <input type="checkbox"/> Others (pls specify) <input type="checkbox"/> _____		
b) Incorporation of Company	Date		Place
c) Business Registration Certificate No.			
d) Company's Income Tax Reference No.			

NORTHPORT (MALAYSIA) BHD

2. Business Activity to apply.

- i) Please list the applied scope of work (not more than five [5]).
- ii) Please refer to Application Guideline to get the Vendor Category and Division Code.

No	Vendor Category	Division Code	Details	NORTHPORT's use only
				Status :
				Status :
				Status :
				Status :
				Status :
				Status :

3. Company's registration with statutory body.

- i) Company's registration with Ministry, Government Department, Statutory Bodies and Government Agencies. For example, The Ministry of Finance (MOF), Construction Industry Development Board (CIDB), Pusat Khidmat Kontraktor (PKK) and others.

No	Statutory Body	Type/ Class / Grade	Reference No	Expiry Date
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

- iii) Please attach the copy of certificates for the above registrations.
- iv) Please ensure that the above registrations are still valid and inforce.

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Name of Company

4. Capital Structure Information.

Authorized Capital

RM

Working Capital

RM

Paid-up Capital

RM

i) Capital / Equity Participation.

Please refer and attach the latest 'Annual Return' report and Form 24. These documents must be certified by the company's secretary or the Registrar of Company.

Share Holders	Total of Shares	Percentage %
a) Bumiputra		
b) Non-Bumiputra		
c) Foreigner		
Total		

5. Information on Board of Directors.

i) Please refer and attach the latest Form 49. These documents must be certified by the company's secretary or the Registrar of Company.

No	Name of Board of Directors	NRIC / Passport No	B'Putra / Non-B'Putra / Foreigner	Designation
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

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6. Information on Individual Share holders.

Please refer to the latest '*Annual Return*' report and Form 24. These documents are to be certified by the company's secretary or the Registrar of Company.

No	Name of Share holders	NRIC / Passport No	Citizenship	Total Amount of Shares	%
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

ii) Please attach the latest '*Annual Return*' report and Form 24 and to be certified by the company's secretary or the Registrar of Company.

7. Information on Corporate Share holders (if share holder is a company).

Name of Company :					
Company's Registration No :					
Share holders' information (' <i>sub-shareholder</i> ')					
No	Name of Share holder	NRIC No / Passport No	Citizenship	Total Amount of Shares	%
1					
2					
3					
4					
5					

i) Please attach the latest '*Annual Return*' report and Form 24 and to be certified by the company's secretary or the Registrar of Company. If share holders are more than one (1) company, please use a separate sheet.

NORTHPORT (MALAYSIA) BHD

Name of Company

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8. Financial Information.

i) Please list all the company's financial facilities that are still active.

No	Financial Institution	Address	Financial Facility	
			Type of Source	Total Amount

ii) Please list all the company's bank accounts that are still active.

No	Bank	Address	Account No	Account Type

iii) Please list all the company's authorized cheque signatories and certified by the financial institution.

Bank : _____ Account No & Type : _____ Name of Company : _____ This is to certify that the following are the authorized signatories for the company's cheque issuance:				
No	Name	Citizenship	NRIC No / Passport No	Signature

Note : Please attach the Director's Resolution being the supporting document.

NORTHPORT (MALAYSIA) BHD

9. Management Staff Information.

i) Please list the company's Management Staff and the details required below:

No	Name	NRIC / Passport No	Citizenship	Designation
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

ii) Please list the company's total workforce with breakdown as requested below:

Job Category	Bumiputra	Non Bumiputra	Foreigner	TOTAL	Percentage (%)
Management					
Expert / Technical					
Clerical					
General Workers etc.					
TOTAL					100%

Note : a) Please provide the latest month of the company's EPF statement.

NORTHPORT (MALAYSIA) BHD

Name of Company

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10. Supplier's Information.

i) Please provide the list of manufacturers / suppliers of the proposed supply / services that your company is dealing with.

No	Type of Supply / Service	Name & Address of Supplier / Manufacturer
-		

11. Business Facilities.

i) Please provide the company's business facilities (office / workshop / store / vehicle etc).

No	Type of Facility	Address	Ownership Status

Note : a) Please produce the ownership title.
b) Please attach enclosures if the space provided is not sufficient.

NORTHPORT (MALAYSIA) BHD

12. Company's current / previous experience / job undertaken.

i) Please provide information on contract engaged with Northport (Malaysia) Bhd in the past last two (2) years.

No	Contract Details	Tender No	Date of LoA	Contract Value	Status
					Main Contractor / Sub

ii) Please provide information on contract engaged with other companies for the past last three (3) years.

No	Contract Details	Company's Name	Date of LoA	Contract Value	Status
					Main Contractor / Sub

Note : a) Please list any award/merit that the company has received, if any (to enclosed copy of certificate)

No	Type of award

NORTHPORT (MALAYSIA) BHD

Name of Company

13. Declaration and Certification of Information.

I, the undersigned hereby, declare that all the particulars and information furnished and provide in this application form and attached herewith are true and accurate. I also authorised Northport (Malaysia) Bhd to visit our facilities and to inspect all the particulars submitted as stipulated in this application form or to interview or refer to any related third party. I also confirm that the Company does not have the same owner or director in another company which is registered with Northport (Malaysia) Bhd.

Signature

Date : _____

Particulars of applicant:

Company's Stamp:

Name

NRIC / Passport No

Citizenship

Designation

FOR USE OF NORTHPORT (MALAYSIA) BHD ONLY

User Department	
Sent Date	
Received Date	
Application Status	
Note : ----- ----- ----- ----- ----- -----	

Northport's received stamp & date:

NORTHPORT (MALAYSIA) BHD