

**SUPPLIER PROFILE/REGISTRATION FORM**

Please fill in this questionnaire in order to register. Information given in this questionnaire will be handled confidentially. Please attach all other documents requested in the questionnaire.

**REGISTRY**

1. NAME OF COMPANY: Mdrar for office equipment  
 MAILING ADDRESS: A.Moran  
 COUNTRY: Jordan  
 CONTACT PERSON(S): Mohammad Issa Salim  
 TELEPHONE: 079787868  
 FAX: There is no  
 INTERNET (E-mail): mdrar.jo@outlook.com  
 WEBSITE: There is no

2. TYPE OF ORGANISATION (Please check)

Individual  Partnership  Non-Profit Organisation   
 Private Limited Liability Company  Public Limited Liability Company   
 Other ( ) Please explain: .....

Year Established: 25/2/2015 Under the laws of Jordan  
 Quoted on the \_\_\_\_\_ Stock Exchange  
 Please attach copy of registration certificate

3. TYPE OF BUSINESS (Please check)

Manufacturing  Construction  Trading  Consultancy   
 Service Provider (e.g. transport, warehousing, quality control, etc.)   
 Other  Please explain: office equipment

Please describe your company's major business activity:  
Sale office Equipment and Supplies and Maintenance

Please indicate on page 3 the main commodities/services your company offers.

4. SIZE OF BUSINESS (Please provide a copy of your latest audited financial statements)

Turnover (last financial year)	Ended: <u>++</u>	JOD <u>—</u>
(previous financial year)	Ended: <u>++</u>	JOD <u>—</u>
(previous financial year)	Ended: <u>++</u>	JOD <u>—</u>

Annual Reports from last three years.

No. of Employees: 2 No. of Branches: 1  
 No. of International Offices: \_\_\_\_\_  
 Location of Factories: \_\_\_\_\_  
 No. of Plants: \_\_\_\_\_  
 No. of Warehouses: 1

Have you identified the main environmental impacts / risks of your activity?

Yes  No (If yes, please provide details)

Have you set up any policy/ objectives in order to limit your environmental impacts?

Yes  No (If yes, please provide details)

Are there any resources dedicated to environmental management, (i.e. systems, team)?

Yes  No (If yes, please provide details)

**Macro sectors / Sectors / Categories / Sub-categories for which your company ask the registration in the Suppliers Register:**

<b>Macro-sector</b>	
<b>Sector</b>	
<b>Category</b>	
<b>Sub-category</b>	

**PAYMENT TERMS:**

The Italian Trade Agency – Amman Office - shall make payments within 30 days following receipt of goods/services in good order and all requested documentation. Payments shall be made only against supplier's invoice and shall be subject to conformity of goods/services to specifications.

Please note that any non-acceptance of these terms may preclude your company from being considered as a potential supplier.

**12. QUALITY ASSURANCE** (Please attach any certificates or documents which denote quality assurance)

**13. GENERAL TERMS AND CONDITIONS:** Please carefully read the attached General Terms and Conditions of the Italian Trade Agency – Amman Office - and confirm your acceptance of these terms and conditions as final by way of signing and returning.

**14. PRINCIPLES OF CONDUCT:** Supplier seeking to work with the Italian trade Agency shall respect the following principles:

**Business Ethics:** supplier is expected to maintain the highest degree of business ethics when working with the Italian trade Agency – Amman Office.

**Transparency of information provision:** supplier shall not be involved in any fraudulent activities, misrepresent information or facts for the purpose of influencing the selection and contract awarding process in its favour.

**Fair competition:** supplier shall not be involved in any corrupt, collusive or coercive practices.

Countries to which you do not export: .....

**AFFILIATED/HOLDING/SUBSIDIARY COMPANIES**

Name	Address	Nature of Affiliation

**PERSONS AUTHORISED TO SIGN BIDS, OFFERS AND CONTRACTS**

Name	Position	Telephone / Fax
Mohammad	Executive manger	0797878689
—	—	—

**BANKING INFORMATION**

Name: Jordan Islamic Bank  
 Address: AL Abdali  
 Account Number: 1594996 SWIFT Code: JIBAJ0AMXXX  
 IBAN: Jo 78 JIBA 0080 0015 9499 6412 4000 01

**8. REFERENCES**

- a. Dunn and Bradstreet (Dunn's) number, if available: .....
- b. Recent business transactions:

Date (date/month/year)	Service or Product	Value (US\$)	Buyer/contact and Telephone

Please specify your quality assurance standards

.....  
 .....

**9. NAMES OF OFFICERS, OWNERS OR PARTNERS**

Owner(s): Basil Abed Alqader mohammad  
 Chief Executive Officer: —  
 Chief Financial Officer: —

**10. ENVIRONMENTAL CONSIDERATIONS**

If at any time during the registration or procurement process the ITA determines that the supplier is in violation of the above-mentioned principles, that supplier's request for registration or bid may be rejected as ineligible.

The respect of fundamental human rights and labour standards is stipulated in the General Terms and Conditions and must be accepted by you as a condition of contracting with the ITA Amman. Any refusal of these terms shall constitute grounds for rejection of supplier's registration request or bid; and any violation during a contract terms shall constitute grounds for termination

**15. REGISTRATION REJECTION:** Registration application may be rejected for the following reasons:

- Bankruptcy or a decision of legal incompetence
- Criminal conviction or civil judgement against you or your managing director (or equivalent) for the commission of any offence indicating a lack of business integrity or business honesty
- Grounds for suspicion of breach of established Federation standards (violation of the fundamental principles or social and ethical standards)
- Any refusal of any of the principles of conduct and any refusal to the respect of fundamental human rights and labour standards
- Refusal of the Italian Trade Agency standard payment terms

**14. CERTIFICATION:** The undersigned, an authorised signer for the company, hereby certifies that the information provided herein, including that on any attached pages is true and correct to the best of his/her knowledge. The same acknowledges having read and agreed to the Italian trade Agency's payment terms of 30 days credit.

Date 26/2/2019

Print name and position Mohammad Issa Salim / Executive manger

Authorized Signature Mohammad Issa Salim

*I declare that I have read and accepted the "Regulations for the Registration of the ICE Supplier List".  
I declare that I have read the information pursuant to art. 13 of Legislative Decree no. 196 of 30/06/2003.*

**ITALIAN TRADE COMMISSION – AMMAN OFFICE****CERTIFICATE OF GOOD STANDING  
FOR VENDORS' DATA BASE**

I/We/The Company declare/declares under penalty of perjury under the Law of the Jordan and the Italian Law (D.Lgs. 50/2016 and its subsequent amendments) that:

- I/We/The Company have/has never been condemned in any court of law and I am not aware of any criminal federal or state investigation conducted against me;
- I/We/The Company possess/possesses the license and/or permit and/or authorization in good standing and my license/permit/authorization has not been suspended (if applicable);
- I/We/The Company possess/possesses the skill and experience to provide the service/good to ITA;
- I/We/The Company possess/possesses have/has obtained proper insurance coverage and named ITA as an additional insured (if applicable);
- The **Number** of the company registrant at Chamber of Industry/Chamber of Commerce is: 91223320
- I/We/The Company have/has not had a complaint filed against me by any enforcement agency and have not engaged in any conduct that would give rise to sanctions and/or conviction under international, federal, state or local laws;
- I/We/The Company am/are/is in compliance with all governmental laws, statutes, and requirements applicable to the services/goods provided hereunder;
- I/We/The Company furthermore declare/declares that all the information provided and the accompanying documents and reports are true and correct to the best of my knowledge and belief.
- I/We/The Company agree/agrees to comply with the requirements stated in Legislative Decree 50/2016.
- By signing this statement, I/We/The Company hereby agree/agrees to authorize a background check and I agree to sign each and every document necessary to enable ITA to conduct a verification and background check. I expressly release ITA from any claim or cause of action arising out of the ITA's verification of such information.

Date 26/2/2019

Print name and position Mohammad Issa Salim / Executive Manager

Authorized Signature 