

**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: Sami Bashiti & Partners Co. LLC / Mega Hardware  
MAILING ADDRESS: 93A King Abdullah II Street, P.O.Box 3005, Amman 11953  
COUNTRY: Jordan  
CONTACT PERSON(S): Dana Bashiti , Lubna Bashiti  
TELEPHONE: +962.79.6960021 +962.79.6500041  
FAX: +962.6.5330731  
INTERNET(E-mail):dana.bashiti@mega-hardware.com;lubna.bashiti@mega-hardware.com  
WEBSITE: www.mega-hardware.com

2. TYPE OF ORGANISATION (Please check)

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

Year Established: 2012 Under the laws of Ministry of Industry & Trade – Jordan  
Quoted on the N / A 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:.....

Please describe your company's major business activity: Mega Hardware is a fully-pledged hardware store with more than 50,000 different skus spread over 30 sections. The company has four distinct Business Units (BU's) and they are: Retail, Wholesale Distribution, Key Accounts and Corporate Sales (B2B), in addition to its Tenders Unit: which serves, Embassies, NGO's, Military Bases, Refugee Camps, among other bodies. The Tenders Unit activity is not only limited to Supply, it also encompasses, works like installation and in some cases assembly.

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>31/12/17</u>	<u>JOD 3.7mn</u>
(previous financial year)	Ended: <u>31/12/16</u>	<u>JOD6.1mn</u>
(previous financial year)	Ended: <u>31/12/15</u>	<u>JOD3.8mn</u>

Annual Reports from last three years.

No. of Employees: 60 No. of Branches: 1

No. of International Offices: NA

Location of Factories: NA

No. of Plants: NA

No. of Warehouses: 2





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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
Sami Bashiti	Managing Partner	+962.79.5524369
Dana Bashiti	Sales Manager	+962.79.6960021
Lubna Bashiti	Sourcing Manager	+962.79.6500041

**BANKING INFORMATION**

Name: Arab Bank  
 Address: Wasfi Al-Tal (Gardens) Street  
 Account Number: JOD 128/94040-2-500 SWIFT Code: ARABJOAX100  
 IBAN: JO61ARAB1280000000128094040500

**8. REFERENCES**

- a. Dunn and Bradstreet (Dunn's) number, if available: 558767541
- b. Recent business transactions:

Date (date/month/year)	Service or Product	Value (US\$)	Buyer/contact and Telephone
2018	Building Materials, IBR Roofing, Plywood, Timber, Steel, Window Supplies, Buisling Materials, Paint, Sandwich Panels	1.72 mn	Norwegian Refugee Council (NRC)
2016 – 2018	Plumbing Toolboxes; Tools, Workshop Plumbing Equipment, Power Tools, Steel Welding Equipment, Work clothes	0.22 mn	The Deutsche Gesellschaft für Internationale Zusammenarbeit GmbH (GIZ)
2015 – 2018	Mobile Tanks & Latrines, Paint Supplies, Office furniture, Cleaning Supplies, Hardware & Tools, Household Furniture, Hand Tools & Power Tools	0.50 mn	Agency for Technical Cooperation and Development (ACTED)

Please specify your quality assurance standards

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

ITA\_Supplier's Registration Form\_V1.0

**SAMI BASHITI & PARTNERS CO.**  
 T +962 6 534 9098  
 F +962 6 533 0731

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Owner(s):

Sami Bashiti, Samar Alami, Lubna Bashiti, Khaldoun Bashiti, Dana Bashiti, Jumana Bashiti

Chief Executive Officer: Sami Bashiti

Chief Financial Officer: Asaad Alzagha

### 10. ENVIRONMENTAL CONSIDERATIONS

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

Yes  No (If yes, please provide details)

*We do not work in hazardous materials*

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

Yes  No (If yes, please provide details)

*We do not work in hazardous materials*

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)OFFICE SUPPLIES C) FURNISHINGS AND OFFICE MACHINES D) WORKS AND MAINTENANCE
<b>Sector</b>	B07 ELECTRICAL AND HARDWARE MATERIAL B09 UNIFORMS AND WORKING CLOTHING C06 OFFICE FURNITURE, EQUIPPED WALLS, ILLUMINATION AND CURTAINS C04 OTHER OFFICE MACHINES D09 CLEANING

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<b>Category</b>	B0701 Hardware, paints and the like, B0703 Other B0902 Supply of work clothes B0901 Supply of uniforms C0606 Draperies and carpets C0607 Metal shutters and windows (type and brand) C0612 furniture design C0602 Metal lockers C0608 Equipped walls and partitions C0609 Safes C0610 Kitchen equipment / company bar C0604 Lamps C0613 Other (specify in the notes) C0601 Various furniture C0401 For the treatment of paper C0403 Fax and photocopiers D0902 Cleaning D0905 Other cleaning services
<b>Sub-category</b>	C060601 Supply of curtains C060602 Carpet supply C060603 Maintenance of curtains and carpets C060701 Supply of metal frames C060702 Supply of shutters for metal windows C060703 Roller shutter maintenance C061202 Design of operative office furnishings C040101 Paper shredder C040102 thermo binders C040103 Cutters C040104 Other machines for paper C040301 Fax C040302 Photocopiers

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#### 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.

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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:  
February 17, 2019

Print name and position: LUBNA BASHITI / SOURCING MANAGER

Authorized Signature

*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*

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