



ASSOCIATED PORT & MARINE DEVELOPMENT CO. LTD

7B, ORANYAN STREET, OFF ODUDUWA ROAD,
G.R.A. APAPA, LAGOS.
Tel: 07095079927, 01-9501750.

VENDOR REGISTRATION FORM

Company Name _____

Address _____

City/State _____

Phone _____ Fax _____

CEO Name _____ CEO Title _____

CEO E-mail _____ CEO Phone _____

COMPANY INFORMATION

Organization Type:

Sole Owner Incorporation Venture Enterprise

Partnership

RC. No. _____ VAT No. _____

Date Incorporated _____

Company's Web Site(s): _____

BANK DETAILS

Account Name _____

Account Number _____

Bank _____

Sort Code _____ Swift Code _____

BUSINESS ACTIVITIES

Describe briefly the range of goods supplied by your company:

Give brief details of the areas in which your company specializes:

Who are your major customers? May we seek references? YES / NO

Company

Contact Name

Telephone No.

BUSINESS TYPE

Please indicate the nature of operations, products or services applicable to your business by ticking the appropriate box:

CODE	COMMODITY	v	CODE	COMMODITY	v
001 OFFICE & FACILITIES EQUIPMENT & SUPPLIES			0013 GENERAL SERVICES		
2	Computer equipment, networks & software		14	Travel services	
3	Consumables		15	Vehicle hire	
4	Domestic, industrial and cleaning equipment and supplies		16	HR services	
5	Electronic equipment, including audiovisual equipment		17	Insurance	
6	Office furniture & equipment		18	Accommodation and lodging	
7	Office supplies & Stationeries				
8	Printing, copying and photographic equipment and supplies		19	Supply of clothing, uniforms, over-all	
009 PROFESSIONAL SERVICES			0020 MISCELLANEOUS GOODS AND SUPPLIES		
10	Accounting, Auditing and Management Services		21	Fire protection equipment, goods and supply	
11	Legal services		22	Material and warehousing machinery, equipment and goods	
12	Tax consulting services		23	Supply of lubricants, diesel and fuel	

PAYMENT TERMS & CONDITION:

- 10 percent (%) tenth (10th) – This means that if the amount is paid in ten (10) days, then 10% discount is taken from the amount.
- 5 percent (%) twentieth (20th) - This means that if the amount is paid in twenty (20) days, then 5% discount is taken from the amount.
- Net 40 – This means that amount should be paid in full within 40 days from the invoice date.

DECLARATION OF CORRECTNESS OF INFORMATION:

I/We the undersigned, warrant that I am/we are duly authorized to do so and on behalf of

.....
and hereby declare that:

1. That the information contained in this document is both true and correct
2. All copies of relevant documentation are attached
3. If there are any changes to the information supplied on this document, the Admin department will be informed within seven (7) working days.

N.B. *On-time delivery, 100% on-time expected, (0 days early, 0 days late) measure of effectiveness is required.*

Signature:

Name:

Capacity:

Date:

Attach the following:

- Copy of CAC (certificate of incorporation)
- TIN No.
- Cancelled page of cheque book

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