

The information on the supplier registration form is intended exclusively for ALIMA's internal use.

GENERAL INFORMATIONS

Company name (Name of supplier)			
Acronym or Trade Name		Capital social	
Legal status	<input type="checkbox"/> Informal (neither CC nor RCCM) <input type="checkbox"/> Individual business <input type="checkbox"/> SARL <input type="checkbox"/> SARL U <input type="checkbox"/> SA <input type="checkbox"/> SA U <input type="checkbox"/> SNC <input type="checkbox"/> SCS <input type="checkbox"/> GIE		
Country		City	
Geographical address of factories, workshops or warehouses			
Geographical address of factories, workshops or warehouses			
Mailbox		E-mail address	
Landline Telephone Numbers		Mobile Phone Numbers	
Creation date		Number of employees	
Registration/License Information	(Clearly indicate here if the supplier is not registered and why, obtain approval from the Operations Manager in case you want to deal with unregistered suppliers)		
Trade Register No.		Taxpayer Account No.	
Bank account number (RIB) for payments		Bank Account Name	
NGO supplier? (Yes/No) / Main customers			
Pour quels Marchés International a-t-il fourni? (Couverture géographique)			
Sales of the previous year		Net Profit of the Previous Year	
Certifications, Approvals, Licenses, Certificates and other official documents held by the company			
ISO certifications			
Other certifications			
Approvals, Licenses, Certificates, etc.			
KEY COMPANY PERSONNEL (OWNERS, ASSOCIATES, MANAGERS)			
<p>Before engaging or contracting with a supplier, the supplier must be subject to checks by ALIMA on the lists of prohibited and sanctioned entities, to confirm that neither the company nor its key personnel are subject to sanctions or associated with prohibited organizations. To this end, we kindly ask you to provide, in all sincerity, all the information requested about the company and its key personnel. The information on this form is intended exclusively for ALIMA's internal use and its confidentiality will be protected.</p>			
Legal representative of the company (Owner, General Manager, Country Director, Manager, etc.)			
Name (as mentioned on passport or CNI)		First names (as mentioned on the passport or CNI)	
Function			
Date of birth		Nationality	
Landline number email address		Mobile phone number	
Other key company personnel (Partner, Sales Director, Financial Director, Operations Director, Authorized Representative,			

Name (as mentioned on passport or CNI)		First names (as mentioned on the passport or CNI)	
Function			
Date of birth		Nationality	
Landline number		Mobile phone number	
email address			

Other key company personnel (Partner, Sales Director, Financial Director, Operations Director, Authorized Representative, etc.)

Name (as mentioned on passport or CNI)		First names (as mentioned on the passport or CNI)	
Function			
Date of birth		Nationality	
Landline number		Mobile phone number	
email address			

COMPANY CONTACTS (MANAGEMENT OF CURRENT COMMERCIAL TRANSACTIONS)

NB: Provide email addresses referring to the company, preferably by the domain name (eg: abc@alima.ngo or failing that alima_achats@gmail.com)

Contact person 1

Name (as mentioned on passport or CNI)		First names (as mentioned on the passport or CNI)	
Function			
Landline number		Mobile phone number	
Fields of expertise (e.g. quotes, orders, finances, etc.)		email address	

Contact person 2

Name (as mentioned on passport or CNI)		First names (as mentioned on the passport or CNI)	
Function			
Landline number		Mobile phone number	
Fields of expertise (e.g. quotes, orders, finances, etc.)		email address	

COMPANY PRODUCTS AND SERVICES

Type of Activities (Check options or add a relevant sector)	Manufacturer		Wholesaler	
	Geographical address of factories, workshops or warehouses			

Main activities of the company

Activity	Supplier Category (Manufacturer, Wholesaler, Retailer, Artisan, Service Provider, Broker, etc.)	Main products and brands
1-		

2-		
3-		

Copies of documents to attach: Trade register, Tax Declaration of Existence, Bank Identity Statement, Passport or CNI of key personnel of the company

<p>We certify on our honor the veracity of the information provided in this information sheet and the authenticity of the attached documents. We authorize ALIMA to verify them by any means and agree that any false declaration could lead to our suspension from ALIMA's supplier database or the cancellation of any contract or purchase order currently being executed.</p>	<p>Name and First Names, Position, Date, Signature and Stamp of the Company Representative, preceded by the words "Read and approved"</p>
---	---

PART RESERVED FOR ALIMA

Competent ALIMA office: SUPPLY CHAIN MISSION/COORDINATION/DESK/HQ		Entry status	<input type="checkbox"/> Identified <input type="checkbox"/> Checked in <input type="checkbox"/> Pre-qualified <input type="checkbox"/> Suspended/Blacklisted
Supplier identification method	<input type="checkbox"/> Call for tenders <input type="checkbox"/> Application for approval <input type="checkbox"/> Yellow Pages/Internet <input type="checkbox"/> Old ALIMA Database <input type="checkbox"/> Recommendation		
Supplier recommended by (First and last name)		Function	
Activities/Products for which the supplier is selected			
Review of the Head of Mission (CMD) or Colog (CO) for registration in the Supplier database (First and last name, Position, Date and Signature)		Approval of the SUPPLY CHAIN for registration in the Supplier database (First and last name, Position, Date and Signature)	
Reference vetting/FINSCAN		Vetting Date/FINSCAN	

History of changes to supplier statuses or information

Date	Previous status	New Status	Reason / Comment	Support documents