**Local Adaptation to Climate Change (LACC) Project**

**Surkhet, Nepal**

**Vendor Enlistment Form (Standing list)**

**मौजुदा सूची (Standing List) दर्ताको लागि फारम**

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| --- | --- | --- | --- | --- | --- | --- |
| **Section 1: Company Details and General Information** | | | | | | |
| Supplier/Vendor Name |  | | | | | |
| Full Address |  | | | | | |
| PAN/VAT No. |  | | Date Registered | |  | |
| Owners Name |  | | | | | |
| Contact Number | Cellphone |  | | Landline |  | |
| Contact Person\_ Name & Title |  | | |  |  |  |
| Contact Number |  | Cellphone |  | Landline |  |  |
| Email |  | | | Weblink |  | |
| Details of service or goods your company supplies | | | | | | |
| Tentative Annual Sales/Turnover | | |  | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Section 2: Legal Status, Documentation** | | | |
| **Legal Documents** | | **Yes** | **No** |
| 1 | Company Registration Document & Renewal |  |  |
| 2 | VAT / PAN Registration Document |  |  |
| 3 | A Valid Tax Clearance Certificate (TCC) |  |  |
| 4 | A complete business/company profile (if applicable) |  |  |
| 5 | Previous experience/ Appreciation evidence (working with different Organization) |  |  |
| 6 | Authorized Dealership Certificate |  |  |

|  |  |
| --- | --- |
| Name: |  |
| Position |  |
| Date |  |
| Signature & Stamp |  |