



# Bangko Sentral ng Pilipinas

VCODE: \_\_\_\_\_

## PROCUREMENT OFFICE

### APPLICATION FOR VENDOR REGISTRATION

**BUSINESS NAME** \_\_\_\_\_  
**OFFICE ADDRESS** \_\_\_\_\_  
**Telephone No.** \_\_\_\_\_  
**Fax No.** \_\_\_\_\_  
**Contact Person** \_\_\_\_\_  
**LINE OF BUSINESS** \_\_\_\_\_  
**TIN No.** \_\_\_\_\_

#### OWNERS/PARTNERS/OFFICERS/DIRECTORS

<u>NAME</u>	<u>POSITION</u>	<u>NATIONALITY</u>	<u>ADDRESS</u>

#### Business/Corporate Structure

- Single Proprietorship
- Partnership
- Corporation

#### BANK REFERENCES

<u>Name</u>	<u>Address</u>	<u>Credit Line</u>

#### PROMINENT CLIENTELE (Name at least three)

<u>Name</u>	<u>Address</u>	<u>Volume of Business/Year</u>

I/We hereby certify that the information given above are to the best of my/our knowledge true and correct. Attached are copies of the following documents:

- ✍ SEC Registration Certificate, or DTI Business Registration valid until \_\_\_\_\_;
- ✍ Valid and Current Mayor's Permit/Municipal licenses valid until \_\_\_\_\_;
- ✍ BIR Certificate of Registration;
- ✍ Valid and Current Tax Clearance Certificate valid until \_\_\_\_\_ and the Taxpayer's Identification Number;
- ✍ Current Duly Audited Financial Statement (Balance Sheet and Income Statement), stamped "received" by the BIR or its duly accredited and authorized institutions showing, among others, the total assets and liabilities;
- ✍ Current Income Tax Returns (ITR) duly filed thru Electronic Filing and Payment System (eFPS) of the BIR as provided for under E.O. 398 or RR 3-2005, if manually filed, submit proof of enrolment in the eFPS;
- ✍ Company Profile which includes Current composition of the Board of Directors, Principal Officers, and Product Line/Services; and
- ✍ Phil-GEPS Registration Certificate valid until \_\_\_\_\_.

\_\_\_\_\_  
 (Signature Over Printed Name)

\_\_\_\_\_  
 (Designation)

**NOTE:** Kindly bring the **ORIGINAL** documents for authentication purposes.