

**VENDOR / GENERAL ORDER SUPPLIER
REGISTRATION FORM
DHA QUETTA**



1. Name of Company: _____

2. Type / category of Firm as per "companies Laws/acts: _____

Listed Company

Non- Listed Company

Partnership

Sole proprietorship

Service Provider

Others Please Specify: _____

3. Postal Address: _____

4. Email: _____

5. Tel: _____ 6. Fax: _____

7. NTN: _____ 8. GST: _____ 9. PEC Reg No: _____ (if registered)

10. Authorized Signatories:(authorized to signs bids/offers/contracts & receive cheques)

| S.No | Name | CNIC | Design | Contact No. | Specimen Signatures |
|------|------|------|--------|-------------|---------------------|
| | | | | | |
| | | | | | |

Note: use duly signed & stamped separate sheet if required.

11.

Bank Name: _____

Branch Address: _____

Bank Account No: _____ Account Title: _____

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| | | | |
|---|---------------------|------------|---------------------|
| 12. List of Supplies, Services & Stores provided by the firm | | | |
| Ser | Nomenclature | Ser | Nomenclature |
| | | | |
| | | | |
| Note: use duly signed & stamped separate sheet if required | | | |

| | | | | |
|--|------------------------|--------------------|----------------------|----------------------------|
| 13. List of Technical Staff employed by Firm | | | | |
| Ser | Name & CNIC | Designation | Qualification | Date since employed |
| | | | | |
| | | | | |
| Note: use duly signed & stamped separate sheet if required | | | | |

14.

| | | |
|------------|---|-------------------------|
| Cat | Limit of Award of Purchase Order | Registration Fee |
| S-1 | No Limit | |

| | |
|---|------------------------------|
| 15. Declaration | |
| I _____ | CNIC _____ Designation _____ |
| of M/s _____ do hereby declare and confirm that the information provided herein is true, accurate and correct and correct to best of my knowledge and belief and nothing has been concealed intentionally. Any data / information proved false at any stage will make me / us liable for disqualification for subject registration. I agree that this registration, if accepted, shall be valid for 2 years from the date of approval and it does not constitute an assumed obligation whatsoever by DHAQ. The accorded enlistment can be cancelled at any time by the DHAQ and I / We will have NO CLAIM OF ANY NATURE due to such cancellation. I also confirm that in the event of any changes of status or changes in the elements of the aforementioned information, details shall be provided as and when changes take place. In case of cancellation/termination or renewal of my registration I am duty bound to return my old registration certificate. Any misuse of expired certificate will make me | |

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liable for legal action by the DHA Quetta. We understand that Income Tax will be withheld from our payments as per Income Tax Act 2001 at the time of payment.

Signature

Stamp

Date

16. Checklist of Documents to be attached.

- Company profile along with experience over the last Six years stating major contracts and their status with values and corresponding client name.
- 2 x Recent Passport Size pictures
- CNIC of directors/members/partners and authorized signatories
- NTN Certificate and Sales Tax Registration Certificate
- Pay order in the favor of DHA Quetta of the respective amount mentioned at point 14.
- Company financial statements/ balance sheet (Audited Reports) for the last two fiscal years.
- Copies of enlistment letters with other departments are also to attached (If registered).
- Copies of performance certificates from other departments are attached.
- Copies of Last Submitted Annual Income Tax return.
- Certificates of Non-Blacklisting of Company on 100 rupees Stamp paper

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17. Note:

- All parts of the registration form must be completed, and all above requirement must be fully complied with incomplete forms will not be processed.
- Registration with DHAQ, if accepted, does not constitute any obligation on part of DHAQ to guarantee
- any tender invitation contractual awards or any order for product or service. It must not be treated as prequalification.
- Please send this form to following address through registered post or courier:

DD Procurement

Defence Housing Authority,
Airport Road, Quetta.

For Queries: Telephone: 081-2864446

E Mail: dd.procurement@dhaquetta.org
am.procurement@dhaquetta.org

18.

| For official Use only: Verification | Remarks | Recommendation Proc Dte |
|--|--|-------------------------|
| Registration No Allotted: | | |
| Category Allotted | <input style="width: 100px; height: 20px;" type="text"/> | DD Procurement |
| Date Received by DHA: | | |
| Date Evaluated: | | Sign: |
| Registration intimated on: | | |
| Rejection intimated: | | Stamp: |