



Document title	CONTRACTOR AND SUPPLIER REGISTRATION FORM	Revision: 1
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Photograph

Form Number

Company Name

Nigerian ID Card Number:

Full Residential Address:

Office/Shop/Workshop/Company Full address:

Telephone:

Mobile Number

Email:

Year Incorporated

CAC Registration Number


VAT Number

Tax Identification Number

Account Details:

Sort Code:

Area of Business	Agro Chemicals <input type="checkbox"/>	Fertilizer <input type="checkbox"/>	Agro Implements <input type="checkbox"/>	PPE <input type="checkbox"/>	Petroleum Products <input type="checkbox"/>	ICT <input type="checkbox"/>
Tractor Spare Parts <input type="checkbox"/>	Construction <input type="checkbox"/>	Light Vehicle Parts <input type="checkbox"/>	Building Materials <input type="checkbox"/>	Chemicals <input type="checkbox"/>	Contracting/Field Ops <input type="checkbox"/>	Others <input type="checkbox"/>
Stationery/Printing <input type="checkbox"/>	Tyres/Tubes/Flaps <input type="checkbox"/>	Medical Supplies <input type="checkbox"/>	Lorry Spare Parts <input type="checkbox"/>	Packaging Materials <input type="checkbox"/>	Industrial Materials <input type="checkbox"/>	

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Note:

- Suppliers are to choose ONLY two areas of business. If “Other” is chosen, then only TWO areas may be included under this section. IF MORE THAN TWO AREAS ARE CHOSEN, THE APPLICATION WILL BE REJECTED
- It is a criminal offence to submit False Information
- **Non-Disclosure:** The Prospective Contractor/Supplier agrees and consents to the collection, use, processing and transfer of all data obtained. The Prospective Contractor/Supplier affirms awareness and takes cognizance of rights under the relevant Data Protection Laws in Nigeria and other terms detailed in the Data Protection and Privacy Policy of Okomu Oil Palm Company Plc. Prospective Contractor/Supplier affirms awareness that the Company might share data collected with third parties who collect, store and process data on behalf of the Company and who are contractually obligated to keep all data confidential, subject to appropriate safeguards to prevent it from unauthorized disclosure. The Prospective Contractor/Supplier is aware that the Company will retain data for as long as necessary for the purpose for which it is collected and discard it in line with its retention policy. Under the NDPR, the Prospective Contractor/Supplier understands reservation of right to request access to rectify, erase and restrict the processing of data and right to revoke consent to use of data and be informed of and entitled to provide consent prior to the processing of stored data for purposes other than that for which they were collected. The Prospective Contractor/Supplier understands that if the Company has violated the extant NDPR, he/she has the right to file a complaint with the appropriate supervisory authority.
- **Declaration:** I/we declare that I or any of my/our partners (or affiliates) are not involved in any capacity in OOPC, nor was/were dismissed from service of OOPC.

- I/we declare none of my/our family or relatives are employed at OOPC.
- Alternatively, I/we declare that the following people who are currently employed at OOPC have an interest or are involved in my business;
 - i. -----
 - ii. -----
 - iii. -----


Failure to correctly declare interested parties will result in the immediate dismissal of the OOPC employee/s concerned and the blacklisting of the Prospective Contractor/Supplier

I/We hereby confirm the above information is true and correct to the best of my/our knowledge.

Prospective Contractor's/Supplier's Full Name (print).

Prospective Contractor's/Supplier's Signature.

Date.

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To: All those wishing to register as Okomu Contractor/Supplier

Dear Sir/Madam

REGISTRATION

To further improve our registration procedure, kindly follow the process below

1. Collect registration form from the Managing Director's office or download [here](#)
2. Fill and return back to the Managing Director's office
3. Submit with a forwarding letter on your company's letterhead stating your stating your area of business, correct/current email and telephone and current physical address (not postal)

The registration form should be returned along with:

- a) Certificate of Registration for Enterprises
- b) Certificate of Incorporation
- c) Name of Directors/Addresses
- d) Share Capital
- e) Copy of Memorandum of Association
- f) VAT Registration Number
- g) Trademark Registration number
- h) Income Tax Number (TIN)

Only upon receipt of all the above documents will the registration take place. It is up to the company concerned to elicit business with the company. Okomu Oil Palm Company Plc will not approach any company for business.

All business will be transacted via email. "No email, no business".

Yours Faithfully,

THE OKOMU OIL PALM COMPANY PLC

Sign:

Dr. G. Hefer

Managing Director