


Department	Support Services	Document Code	SS-PR-P01-F01	 شركة آل سعيدان للمقارنات Al Saedan Real Estate شركة مساهمة عامة مسجلة
Document Owner	Procurement	Document Name	Supplier Pre-Qualification Request	

Supplier Pre-Qualification Request

The information requested herein is required in order to evaluate your company's capabilities in providing products & services for Al Saedan Real Estate Company within the Kingdom of Saudi Arabia.

All information shall be typed and submitted in accordance with the attached formats.

Any additional information or documentation you feel is pertinent to the pre-qualification of your company should be submitted along with the pre-qualification documentation.

Failure to submit the information in the format requested will result in rejection of your pre-qualification request.


In case beneficiary name is not matching the supplier CR, a letterhead mentioning mode of payment and new beneficiary name, stamped from Chamber of Commerce is required.

Following details are requested to be provided from all contractors & suppliers:

• Basic Information.	(Fill page 2)
• GOSI Certificate.	(Copy to be provided)
• <u>Chamber of Commerce Membership Certificate.</u>	(Copy to be provided)
• Commercial Registration.	(Copy to be provided)
• <u>Zakat and Income Certificate. (Optional)</u>	(Copy to be provided)

Projects Contractors should provide below details:

• Contractors Company Classification Certificate.	(Copy to be provided)
• Chamber of Commerce Membership.	(Copy to be provided)
• Brief Company History.	(Company Profile)
• Experience Record: Projects Completed in the Kingdom of Saudi Arabia and current Projects in the Kingdom of Saudi Arabia	
• Nature of Business.	
• Details of equipment owned by the firm.	
• Completion Certificate and recommendation letters	(Copy to be provided)

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Basic Information

1. Company Name:
 2. Head Office Address:
 3. Telephone Numbers:
 4. Name of Principal contact in Saudi Arabia:
 5. e – mail address:
 6. Mobile number:
 7. Ownership:
 8. Year of Establishment:
 9. Principal Banker
IBAN:
- IBAN on a letterhead stamped either from
Chamber of Commerce or the supplier bank
10. Paid up Capital:
 12. Commercial Registration Number:
 13. Scope of Activities:
 14. Disclosing of any relationship with Al Saedan Board Members or Company staff:
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