

MAURI-FACILITIES MANAGEMENT CO. LTD.

INVITATION FOR REGISTRATION OF SUPPLIERS

Mauri-Facilities Management Co. Ltd. invites potential Suppliers (Individual / Contractors / Service Providers) to register themselves with Mauri-Facilities Management Co. Ltd for the supply of goods, works and other services for the year 2023 to 2025.

1. Details of goods, works and other services are as follows:

GOODS	WORKS	OTHER SERVICES
1. Office Stationery	1. Data Structuring Works	1. Repairs & Maintenance of Office equipment and Furniture
2. Office Equipment and Furniture	2. Civil & Engineering Works	2. Repairs & Servicing of Motor vehicles
3. IT Equipment including Accessories & Consumables	3. Waterproofing	3. Repairs & Maintenance of Cleaning equipment (Brush Cutters, Chainsaw, High Pressure Cleaner, Blower, etc)
4. Communication and Telecommunication Equipment and Accessories	4. False ceiling works, tiling, & granite	4. Transport Services (incl. Taxi Services, Taxi lorries, Van) / Vehicle Rental Services
5. Printing (documents/Banners/Flyers/etc)/	5. Partitioning	5. Interior /Exterior Design Services
6. Design / Signage (Name Plate, Logo's, etc)	6. Masonry	6. Landscaping Services
7. Air Conditioners	7. Electrical	7. Sanitary & Hygiene Services
8. Uniform, Caps, Raincoat & related items	8. Plumbing & Sanitation (Repairs & Maintenance)	8. Pest Control
9. Protective Equipment (Safety shoes, Safety boots, Apron, Working Gloves, Leather Gloves, Face Shield, Safety Helmet, Goggles, Raincoat, etc)	9. Aluminium works	9. Catering Services
10. Tyre and Vehicle Batteries	10. Painting	10. Security Services
11. Oil and Lubricants	11. Carpentry works (including repairs of classroom's furniture)	11. Legal Services Barrister, Attorney & Related services
12. Hardware Shop (Quincaillerie)	12. Landscaping	12. Consultancy Services (IT, HR, etc)
13. Any other goods not listed above (Please specify)	13. Asphaltting	13. Event Management Services
	13. Any other works not listed above (Please specify)	13. Consultancy services
		14. Any other services not listed above (Please specify)

2. Supplier Registration Form together with:

- i. Company Profile
- ii. Business Registration Certificate
- iii. Certificate of Incorporation
- iv. CIDB Certificate (where applicable)
- v. VAT Certificate (for VAT registered Company)

should be enclosed in a sealed envelope marked "Registration of Suppliers", addressed to the Manager and sent by registered mail or deposited at the Reception counter of Mauri-Facilities Management Co. Ltd, 5th Floor, Wing A, Shri Atal Bihari Vajpayee Tower, Ebene.

3. Compliant Suppliers / Contractors / Service Providers may be requested to submit original documents as and when required.
4. Potential Suppliers / Contractors / Service Providers shall specify the field of his business.
5. The attention of the applicants is hereby drawn to the fact that Mauri-Facilities Management Co. Ltd. has no contractual obligation towards any applicant whomsoever and this shall not entitle the applicant to be considered as exclusive Suppliers / Contractors / Service Providers of Mauri-Facilities Management Co. Ltd.
6. Mauri-Facilities Management Co. Ltd. reserves the right to proceed with tender / quotation proceedings at any time regardless of the outcome of this registration exercise.
7. The Supplier's Registration Form can either be downloaded on MF website at www.maurifacilities.com or can be collected at the Reception Counter, Mauri-Facilities Management Co. Ltd, 5th Floor, Wing A, Shri Atal Bihari Vajpayee Tower, Ebene.

Mauri-Facilities Management Co. Ltd.
5th Floor, Wing A, Shri Atal Bihari Vajpayee Tower,
Ebene.
Tel: 4601100/01

SN:



MAURI-FACILITIES MANAGEMENT CO. LTD.

SUPPLIER'S REGISTRATION FORM

1	Company Name	
2	Postal Address	
3	E-Mail Address	
4	Telephone Number	
5	Fax Number	
6	Business Registration Number (<i>copy attached</i>)	
7	VAT Registration Number (<i>if applicable</i>)(<i>copy attached</i>)	
8	Income Tax Reference Number	
9	Nature of Business (Specific details should be given)	
10	Whether business is carried out in Joint Venture: YES / No <i>If Yes, please state name and address of partner</i>	Name: Address:

I hereby certify that the above information is correct.

Name:

Position:

Date:

Signature:

MF USE ONLY

Process by:

Verified by:

Date:

Supplier Seal: