

GOVERNMENT PRINTING DEPARTMENT
La Tour Koenig, Pte aux Sables. Tel: 2345293 Fax: 2342261

NOTICE
REGISTRATION OF POTENTIAL SUPPLIERS/SERVICE PROVIDERS

The Government Printing Department is presently compiling/ updating a list of potential suppliers/ contractors/ service providers who wish to be registered for the supply of goods and services for the following categories of items:

1. Office Furniture	11. Blinds	21. Hygiene services
2. Office Equipment	12. Printing works	22. Security services
3. Genuine Toners	13. Binding works	23. Maintenance services for lift/ standby generators
4. Stationery (office)	14. Computer Hardware/Software	24. Maintenance of Air Conditioners
5. Papers (Offset Printing/ Photocopy papers, Bristol Boards etc)	15. Spareparts/ Consumables for printing machines SM74/GTO 52 etc	25. Maintenance of Fire Alarm system/ Fire Extinguishers
6. Air Conditioners	16. Spareparts/Consumables for Digital Press	26. Maintenance of Printing/ Binding Machines
7. Hardware shops (Quincallerie)	17. Spareparts/Consumables for folding machines/ stitching machines/ gluing machines/cutting machines	27. Engineers for inspection and certification of lifts, air receivers, lifting machines
8. Water Dispensers	18. Catering services	28. Maintenance of UPS
9. Books, Magazines & Periodicals	19. Pest Control services	29. Any other goods/services not listed above
10. Electrical & Electronic accessories & Equipment	20. Cleaning services	

2. Interested parties should submit a detailed profile of their enterprises on the registration forms which may be downloaded from the department's Website: gpd.pmo.govmu.org, or obtainable at the Registry of the Government Printing Department, La Tour Koenig, Pointe-aux-Sables.

3. The attention of the applicants is hereby drawn to the fact that the Government Printing Department has no contractual obligation towards them and this shall not entitle them to become exclusive providers of goods and services to the Government Printing Department. The Government Printing Department reserves the right to look for alternative suppliers/ service providers, whenever it deems necessary to do so.

4. Registration Forms duly completed, addressed to the Acting Government Printer, should be deposited in the Tender Box situated at the First Floor, Government Printing Department, La Tour Koenig, Pointe-aux-Sables, not later than **Thursday 02 November, 2017**.

Government Printing Department,
La Tour Koenig,
Pointe-aux-Sables,

04 October, 2017

GOVERNMENT PRINTING DEPARTMENT

La Tour Koenig, Pte aux Sables. Tel: 2345293 Fax: 2342261

REGISTRATION OF POTENTIAL SUPPLIERS/SERVICE PROVIDERS

APPLICATION FORM

1. Name of Supplier:
(Company/Individual)

2. Address:
.....

3. Phone No:

4. Fax No:.....

5. E- mail address:

6. Name of Contact Person:.....

7. Certificate of incorporation:

8. Name of Directors :.....
.....
.....

9. Type of Business:.....

10. Business Registration Number.....

11. VAT Registration Number (if applicable).....

12. Tax Account Number:.....

13. Tax Status (Tax clearance certificate for last financial year):

.....

14. Whether debarred by competent authority to participate in any bidding exercise: Yes / No
If yes, specify the period.....

15. Whether convicted by any court of law for fraudulent/ corrupt/ collusive/ coercive practice:
Yes/ No

I / We hereby apply for registration to supply the categories of goods and services mentioned below

Item No	Description

The attention of the applicants is hereby drawn to the fact that the Government Printing Department has no contractual obligation towards them and this shall not entitle them to become exclusive providers of goods and services to the Government Printing Department.

Name :..... Signature: Date: Seal:

Note- Potential suppliers/ service providers are kindly requested to read the attached statement of Business Ethics for suppliers and take cognizance of its contents. The Form shall be duly signed and returned with this application form.

Statement of Business Ethics for Registered Suppliers

As a registered supplier, I shall:

- act professionally, ethically and in an impartial manner
- strive to increase the reputation and competence of suppliers
- not offer any bribe, gratification, gift or any other benefit to any increased party
- not be involved in any corrupt practice as per provisions made in the PoCA 2002
- always be accountable and act in the public interest
- not quote for bids that I am not competent to execute
- not collude with any public official in activities involving bidding exercises
- disclose to my client any relationship or conflict of interests that may influence my

judgement

- not intentionally communicate false, insider or misleading information that may compromise the integrity of the bidding exercise.

I understand that my bid may be rendered null and void and the I may be subject to disciplinary actions or criminal investigation should I fail to observe any of my above understandings.

I acknowledge that I have read and understood this statement and accept the obligations set forth therein.

Name of Registered Supplier:

Signature:

Date: