



# NATIONAL REFINERY LIMITED

7-B, KORANGI INDUSTRIAL AREA, P.O. BOX NO. 8228, KARACHI-74900  
UAN 111-675-675 (Ext.2572), Direct: 021-35121797  
Website: [www.nrlpak.com](http://www.nrlpak.com)

## LOCAL MANUFACTURING CELL

### APPLICATION FOR PRE-QUALIFICATION / REGISTRATION OF VENDORS

(Refer attached Annexure-I)

1	<b>FIRM NAME</b>
2	<b>DATE ESTABLISHED</b> _____
3	<b>NTN</b> _____ <b>SALES TAX REGISTRTION NO.</b> _____
4	<b>COMMUNICATION CONTACTS:</b>
	ADDRESS _____
	OFFICE TELEPHONE NO. _____ FAX NO. _____
	E-MAIL: _____
5	<b>FOCAL PERSON (S) WITH HIS / THEIR STATUS IN THE COMPANY</b>
	1. NAME _____
	Position _____ CELL # _____
	2. NAME _____
	Position _____ CELL # _____
6	<b>AREA OF INTEREST</b> _____ Please select Category from Annexure-I
7	<b>STATUS OF BUSINESS</b> (Please Tick (√) the status below and attach the proof)
	Company <input type="checkbox"/> Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/>
8	<b>COMPANY PROFILE</b> Please attach Company Profile / Give necessary details on separate sheet.
9	<b>PARTICULARS OF INCOME TAX PAID BY THE FIRM / VENDOR DURING LAST FINANCIAL YEAR</b> (Please attach Income Tax Return Certificate)
10	<b>FINANCIAL POSITION OF THE FIRM</b>
	(a) NAME & ADDRESS OF BANKERS
	_____
	_____
	_____
	(b) TURNOVER DURING LAST FINANCIAL YEAR (Please attach Certificate from Banker)

11	<b>PARTICULARS OF REGISTRATION WITH OTHER ORGANIZATIONS</b> (Please attach separate sheet with documentary evidence)	
12	<b>HAS THE VENDOR / FIRM EVERN BEEN WORKED WITH NRL</b> (If Yes please give details and attach evidence)	YES / NO
13	<b>PARTICULARS OF MAJOR JOBS CARRIED OUT CARRIED OUT BY VENDOR</b> (Please attach separate sheet)	
14	<b>HAS THE VENDOR / FIRM OR ANY OF THE PARTNERS EVER BEEN:-</b>	
	i) DISQUALIFIED FROM MAKING THE SUPPLIES TO NRL	YES / NO
	ii) SUBJECT TO ARBITRATION OR LITIGATION PROCEEDING	YES / NO
	iii) SUBJECT TO PROSECUTION BY ANY COMPANY	YES / NO
	IF ANSWER TO ANY ONE QUESTION ABOVE IS YES, PLEASE GIVE DETAILS ON SEPARATE SHEET OF PAPER.	
15	<b>ANY OTHER INFORMATION / DETAILS WHICH THE VENDOR WOULD LIKE TO MENTION TO SUPPORT HIS APPLICATION</b>	
16	<b>THE VENDOR OR ANY OF HIS PARTNERS, HAVE ANY RELATIVE EMPLOYED BY NATIONAL REFINERY LIMITED, IF YES, GIVE NAME AND RELATION</b>	

I / WE SOLEMNLY DECLARE THAT THE ABOVE INFORMATION IS TRUE AND CORRECT AND IN CASE ANY STATEMENT IS FOUND TO BE INCORRECT, I / WE SHALL BE REFUSED REGISTRATION AS VENDOR AND SHALL BE LIABLE TO CANCELLATION OF REGISTRATION IF REGISTERED.

\_\_\_\_\_  
SIGNATURE OF CHIEF EXECUTIVE / OWNER

\_\_\_\_\_  
STAMP OF THE FIRM / COMPANY

NAME OF SIGNATORY \_\_\_\_\_

DESIGNATION \_\_\_\_\_

DATED: \_\_\_\_\_

**FOLLOWING DOCUMENTS SHALL BE ENCLOSED WITH THIS APPLICATION:-**

1. PARTNERSHIP DEED IN CASE OF A FIRM AND MEMORANDUM AND ARTICLES OF ASSOCIATION IN CASE OF A COMPANY.
2. CERTIFICATE OF FINANCIAL SOUNDNESS FROM BANKERS.
3. NTN / SALES TAX REGISTRATION CERTIFICATE ALONGWITH ACTIVE / OPERATIVE TAX PAYER STATUS.
4. SELECTED COPIES OF WORK ORDERS / CONTRACT / AGREEMENT FOR THE ORDERS EXECUTED.
5. LIST OF MACHINERY / EQUIPMENTS / TOOLS, EMPLOYEES (WITH CADRE)
6. OTHER DOCUMENTS AS MENTIONED IN THE FORM.
7. VENDOR HAS TO PROVIDE EVIDENCES / WORK ORDERS (SEGREGATTED & TAGGED) FOR THE APPLIED CATEGORIES.

**NOTE:**

- i) Please read the format carefully & complete in legible writing,
- ii) For **YES / NO** Tick mark (✓).
- iii) Please use separate sheet if space is inadequate or for additional relevant information not covered by the Form.
- iv) Please use Computer generated Forms.
- v) In case of further clarification / query please contact I/C Local Manufacturing Cell on Telephone numbers mentioned on the Form.



# NATIONAL REFINERY LIMITED

7-B, KORANGI INDUSTRIAL AREA, P.O. BOX NO. 3964, KARACHI-74900

## ANNEXURE-I

### CATEGORIES OF JOBS

CATEGORY CODE	PLEASE SELECT (✓) THE CATEGORY	
	CATEGORIES	
A	<input type="checkbox"/>	MACHINING JOBS
B	<input type="checkbox"/>	CASTING & MACHINING JOBS
C	<input type="checkbox"/>	FABRICATION JOBS
D	<input type="checkbox"/>	REFURBISHMENT OF SPARES / PARTS
E	<input type="checkbox"/>	MANUFACTURING OF RUBBER PARTS
F	<input type="checkbox"/>	DOUBLE JACKETE ASBESTOS FILLED METALLIC GASKETS
G	<input type="checkbox"/>	OVERHAULING / SERVICING / REPAIRING OF EQUIPMENTS
H	<input type="checkbox"/>	OVERHUALING / SERVICING / REPAIRING WORKSHOP MACHINERY
I	<input type="checkbox"/>	MANUFACTURING OF GENERAL ITEMS
J	<input type="checkbox"/>	GENERAL SERVICES

### SCOPE OF WORK

CATEGORY CODE	CATEGORY	SCOPE OF WORK
A	MACHINING JOBS	Manufacturing of spares / parts of Mechanical, Electrical, Instrumentations, Laboratory, Fire etc. stationary & rotary equipments
B	CASTING & MACHINING JOBS	Casting & machining of spares / parts of Mechanical, Electrical, Instrumentations, Laboratory, Fire etc. stationary & rotary equipments
C	FABRICATION JOBS	Fabrication / Welding of machining of spares of Mechanical, Electrical, Instrumentations, Laboratory, Fire etc. stationary & rotary equipments
D	REFURBISHMENT OF PARTS	Refurbishment (Babbiting / White metalling, Metallizing, re-build, Thermal coating, Plasma Coating, Hard-Chroming Grinding, repairing etc.) of spares of Mechanical, Electrical, Instrumentations, Laboratory, Fire etc stationary & rotary equipments
E	MANUFACTURING OF RUBBER PARTS	Manufacturing of rubber parts (Valve Diaphragms, Coupling Pads, O-Rings, Seals, Tanks Seals, Washers, Bellows etc) of Mechanical, Electrical, Instrumentations, Laboratory, Fire etc. stationary & rotary equipments
F	DOUBLE JACKETED ASBESTOS FILLED METALLIC GASKETS	Manufacturing of double jacketed asbestos filled metallic gaskets (M.S./G.I., Copper, S.S.) for Heat Exchangers, Air Coolers, Pumps & Compressors etc.
G	OVERHAULING / SERVICING / REPAIRING OF EQUIPMENTS	Overhauling / Servicing of Process Compressor, Pumps, Diesel Engines, Repairing / Servicing of Gate Valves / Globe Valves, Overhead Cranes / Mono Rails, Hoists, Chain-falls etc
H	OVERHAULING / SERVICING / REPAIRING OF WORKSHOP MACHINERY	Overhauling / Repair / Servicing of Workshop machinery i.e. Lathe Machines, Drill Machines, Shaper Machines, Surface Grinding machines, Lapping machines, Mobile Air Compressors, Welding Generators, Liqua Blasters etc.
I	MANUFACTURING OF GENERAL ITEMS	Manufacturing of Miscellaneous Plastic, Teflon, Glass, Wood, Fiber, Ceramic etc parts / items.
J	GENERAL SERVICES	Dynamic balancing of spares, Testing of Materials (Metallurgy/ Composition, properties, hardness etc).