



State Trading Organization plc
 Kanba Aisa Rani Hingun, Maafannu, Malé 20345
 Republic of Maldives

FOR OFFICE USE ONLY	
SERIALNO.	
DATE:	

FOREIGN VENDOR REGISTRATION REQUEST

HOW TO APPLY:

Complete all sections and send with applicable support documents to the address below;

vendorregistration@sto.mv

COMPANY DETAILS AND GENERAL INFORMATION

NAME OF ENTITY			
BUSINESS ADDRESS			
COUNTRY OF DOMICILE		POSTAL CODE	
EMAIL			
TELEPHONE I		TELEPHONE II	

CONTACT PERSON

NAME			
DESIGNATION		PHONE	
EMAIL		MOBILE	

TYPE OF BUSINESS

Manufacturer
 Distributor
 Wholesaler
 Retailer
 Service provider
 Contractor
 Others (Specify)

PROPOSED PAYMENT TERM

Credit Other (Specify)

LIST OF PRODUCT LINES/ SERVICES OFFERED

DOCUMENTS TO BE SUBMITTED

Business Registration Certificate OR Business Permit
 Business Profile
 Bank details
 Manufacturing/ Distributorship appointment letters

CONFIRMATION OF REGISTRATION:

Those applicants who are recognised as competent vendors will be registered as vendors. Confirmation of registration of vendors will be advised in writing by STO. Once registered, the relevant SBU will liaise with the ordering requirements.

* State Trading Organization PLC reserves the right to approve or reject the vendor registration form based on verification and requirements.

I, In the capacity ofof this entity, hereby attest that the information provided here in is complete and correct, and am fully aware that STO has the absolute right to question and/or reject this application at their discretion.

Designation

Company Stamp

Signature

Date



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Department	Corporate and Legal Affairs			ENTRY	
Comments				DATE	
				TIME	
				RECEIVED BY	
HOD Name		Sign	Date		

Department	Finance			ENTRY	
Comments				DATE	
				TIME	
				RECEIVED BY	Date
HOD Name		Sign	Date		

Department	Procurement			ENTRY	
Comments				DATE	
				TIME	
				RECEIVED BY	
HOD Name		Sign	Date		

Received by ICT Department		
Name	Sign	Date