



"La référence en prêt logement"

MAURITIUS HOUSING COMPANY LTD

Révérénd Jean Lebrun Street, Port Louis 11328

Tel: 405-5555 – Fax: 212-3325

Email: mhc@mhc.mu Web Site: www.mhc.mu

BRN: C06008524

Supplier Registration Form

Instructions:

- a) This form may be sent by mail (procurement@mhc.mu) or deposited at the above address.
- b) Certified copy of documents required to be forwarded together with the completed and signed supplier registration form.
- c) Submission of information at fields marked '*' is compulsory.

Section I – Corporate Information

- 1) *Name of Company/ Business: _____
- 2) *Registered Address: _____
- 3) Mailing Address (if different from 2): _____
- 4) *Business Registration Number: _____
- 5) *Full Name of Signatory: _____
- 6) *Capacity in which signatory is signing: _____
- 7) *Nature of Business : _____
- 8) Parent Company/ Group (if any): _____
- 9) VAT Registration Number (if applicable): _____
- 10) *Contact Person Name and Title: _____

Section II – Document Submission

Please forward a certified copy of the following documents with the completed supplier registration form:

- Certificate of Incorporation*
- Certificate of Incorporation on change of name*
- Business Registration Certificate*
- Detailed business plan,
- Company Profile, with profile of Directors, UBOs*
- UBO Declaration Form*
- Proof of Experience in the field of interest (minimum two) *
- Utility Bill (as proof of address – dated less than 3 months) *
- ID Cards for Appointed Directors and UBOs*
- Financial Statement (last 2 years) *
- VAT Registration Certificate, if any
- Certificate of Current Standing
- Valid Trade License, if any
- Renewed licence, as applicable
- SME Certificate, if any
- CIDB Certificate, if any



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Section III – Business History*

Please tick (✓) as appropriate

- I. Has your company ever dealt with MHC Ltd in the last 2 years? Y ☐ N ☐

(If yes, please attach details of the underlying transactions)

- II. Has your company change its name since inception? Y ☐ N ☐

(If yes, list former names)

- III. Has your company ever filed for or faced bankruptcy or initiated procedures for voluntary liquidation? Y ☐ N ☐

(If yes, attach details)

Are there any recent (in last 2 years) or ongoing lawsuit, legal action or litigations against company? Y ☐ N ☐

(If yes, attach details)

Has your company ever been terminated for non-performance in the last 2 years?

Y ☐ N ☐

(If yes, attach details)

- IV. Is your company registered on e-procurement platform? ☐ Y ☐ N

- V. Has any of your company's Director or shareholder or officer being subject to regulatory sanctions, or otherwise subject to a legal prosecution? ☐ Y ☐ N

To be completed and signed by an authorised Company Representative

* Full Name:

*Title:

*Telephone No:

Fax No:

*Email:

Website: http://

*Signature:

Date:

All information supplied on this form is true and can be ascertained.

Company Seal

Disclaimer:

1. MHC Ltd is not obliged to select any applicant.
2. Incomplete information or documents shall lead to rejection.
3. Any misreporting shall be regarded as a serious breach and MHC may seek legal recourse.
4. Registration does not guarantee any selection.
5. Submission of this registration form shall not imply that the supplier has been accepted at MHC. All interest to register shall be assessed and successful profiles shall be contacted by MHC Ltd.
6. MHC Ltd may have the right to proceed with an open bidding exercise as and when required.

MAURITIUS HOUSING COMPANY LTD

DECLARATION OF BENEFICIAL OWNERSHIP

As made under Section 91 3(A) a of the Companies' Act 2001



Please complete ALL the sections below and provide any additional information/documents as deemed relevant.

1.1 Name of Account Holder:

1.2 Legal Status [Select (v) as appropriate]

☐

Sole-Proprietor

☐

Private Company

☐

Public Company

☐

Public Listed Company

☐

Foundation

☐

Other (Please specify) :

For Public Listed Company, please specify below:

Name on Stock
Exchange :

Name of majority-
owned subsidiary of :
such a company

1.3 Country of Incorporation:

1.4 Is there a nominee arrangement in place:

☐

Yes

☐

No

If Yes, to provide the following details:

1. Name of ultimate beneficiary/ies:

2. Address of ultimate beneficiary/
ies:

3. Nature of relationship:

1.5 I/We declare that the account at MHC is held by a natural person who:

Please tick (v) as appropriate

☐

ultimately own(s) or have an effective interest of 20% or more in terms of direct or indirect shareholding within a corporate structure

Relative to section 5 of the Companies Act exercises control by virtue of:

☐

Exclusive Power of Attorney or delegated authority; or

☐

his/her position as a Senior Managing Official (e.g. executive director or role with equivalent executive powers)

Initials:.....

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DECLARATION OF BENEFICIAL OWNERSHIP

As made under Section 91 3(A) a of the Companies' Act 2001



1.6 Details on the identified beneficial owners are as follows:

Full Name	NIC No./ Passport	Nationality	Tax Residency	Interest (% Shareholding) or Position

1.7 I/We certify that the information and confirmation provided in this form is true, complete and up to date. I/ We also agree to notify MHC of any change to the ownership in the future.

Name :

Name :

Signature :

Signature :

If more than
one signature
needed

Date :

Date :

FOR OFFICE USE ONLY

☐ KYC Document collected and certified

Checked by :

Verified by :

Signature :

Signature :

Date :

Date :