

## **INSTRUCTIONS TO VENDOR ONBOARDING IN THE UK**

Dear Vendor,

Thank you for your interest in doing business with Savannah Energy.

To register your company in our system, kindly fill in and return the enclosed documents within the following guidelines:

### **Registration Request**

Please return the Supplier Registration Request as a word document (No need to sign the last page).

- Company Registration Document (e.g Certificate of incorporation, Names & particulars of Directors /Shareholders)
- Anti Bribery and Declaration Form (2 pages) on Vendor's letter headed paper and send as PDF. Needs to be signed by a Company Director (both pages)
- Banking Details on Vendor's letterheaded paper signed and send as PDF
- Tax clearance certificate
- Three (3) Years Audited Account
- Tax Identification Number
- Valid Nigerian Content Equipment Certificate
- NMDPRA / NUMPRC Permit

Best regards,

Savannah Energy  
Supply Chain Management