



More Saving. Better Living

SUPPLIER APPLICATION FORM

PRIVATE AND CONFIDENTIAL

Suppliers who wish to supply to Eastmatt should complete this form. It must be signed by authorized persons and must be accompanied with relevant documents from the company stating all the information requested.

(A) SUPPLIERS INFORMATION

Name of company: _____

Postal addresses: _____ Code _____ Town _____

Telephone: _____ Fax _____

Physical address: _____

Email address: _____

PIN Number (attach copy) _____

VAT Number (attach copy) _____

Certificate of incorporation no. (attach copy) _____

Tax compliance certificate no. (attach copy) _____

TERMS AND CONDITIONS

1. The supplier acknowledges that the products supplied to Eastmatt are of high quality and free from any defects whatsoever.

2. The supplier hereby agree that the products supplied comply with all applicable rules and regulations and the requirements of **KEBS** guidelines i.e. products supplied have been subjected to inspection and approval.

3. The supplier shall obtain and produce on demand a certificate of quality from the **Kenya Bureau of Standards (KEBS)** and other relevant authorities for all products supplied to Eastmatt as proof of compliance with the rules and regulations set out under Kenyan laws.

4. The supplier agrees to ensure that all specification requirements are met. These includes but not limited the following;

a) All labeling of packaging of products indicating the ingredients, date, of production and expiry.

b) All packaged goods shall indicate the batch numbers, date of expiry, date of production/manufacture.

c) All items shall have storage instructions.

5. All products supplied to Eastmatt shall have authentic bar codes that conform to internationally approved standards affixed in the manner required.

6. Any new supplier must meet these requirements as a condition for the acceptance of their products. Therefore, all suppliers are hereby informed that they must have all their products bar-coded and verification done by **GSI Kenya**.

7. The suppliers agrees that, they will be liable against any action by the government pursuant to a finding that the products supplied have not been subjected to the required inspection process or that they fail to meet the set standards.