



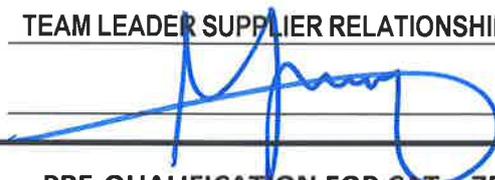
KUWAIT OIL COMPANY (K.S.C.)
COMMERCIAL SUPPORT GROUP
SUPPLIER RELATIONSHIP MANAGEMENT TEAM
FACSIMILE TRANSMISSION COVER SHEET
OUR FAX NO. (965) 23980429

OUR REF.: STV/AGH/19/FX/ **1783** DATE: **19 FEB 2019**

	APPLICANT	COPY TO
COMPANY NAME:	ASMACS GENERAL TRADING CO. W.L.L.	
To:	RAM MOHAN SANKOJU	
TITLE:	AREA MANAGER	
FAX No.:	25456785	
e-mail:	asmacs@asmacskuwait.com	
Country:	KUWAIT	

FROM : YOUSEF AL-DEWAILA

DESIGNATION : TEAM LEADER SUPPLIER RELATIONSHIP MANAGEMENT

SIGNATURE : 

SUBJECT: PRE-QUALIFICATION FOR CAT – 75: LOCAL RECRUITMENT AGENCIES

APPLICATION REF NO: STV18/75409

NO. OF PAGE(S) 2 INCLUDING THE COVER SHEET

This is to advise that, your application for the subject Pre-qualification exercise has been evaluated and found acceptable to KOC. Accordingly, your company's Name "ASMACS GENERAL TRADING CO. W.L.L." shall be enrolled under the approved KOC's Related Category (Category 75).

In view of the above, we would like to emphasize that, you need to immediately confirm on the name of your company and to inform KOC of any change in your company related to the following:-

- Change of status of any item listed under the Mandatory Questions as indicated in the subject PQ.
- Change of your company's name or corporate structure.
- Divestiture of core business.

In addition to the above, a copy of your company's audited financial statement for the next year and consequent years should be also forwarded to KOC for retention and necessary updating of your financial status. Failing to fulfill the requirements may lead to suspension of your company from the above mentioned category of work.

Moreover, please find attached a list of required information which we need in order to create a profile of your company in KOC's electronic system and you are kindly requested to complete and submit to us within two (2) weeks.

In this context, we would like to thank you for your participation in the subject Pre-qualification exercise.

List of Approved Categories

List of Categories	Type of Services/Works
CAT – 75	LOCAL RECRUITMENT AGENCIES

Approved Applicant : **ASMACS GENERAL TRADING CO. W.L.L.**

LIST OF REQUIRED INFORMATION

- Full Company Name on Official Contractor Letterhead

Address to include (please note, this address shall be considered for future tenders correspondence):

- Country
- City
- Street
- P.O. Box
- Address Type (HQ, Main Office Overseas, Workshop & Showroom)
- Telephone
- Fax
- E-mail

Contact Person:

- Name
- Position or Designation
- Telephone
- Fax
- E-mail

Local Agent (if available):

- Name
- Telephone
- Fax
- E-mail

Bank Letter shall include the following details:

- Bank Name and Branch
- Account Number
- IBAN
- Swift Code
- Account Currency

Licenses and Certificates:

- Memorandum and Articles of Association (or equivalent for Non-Kuwaiti Companies).
- Register of Commerce Certificate (or equivalent for Non-Kuwaiti Companies).
- Chamber of Commerce Certificate (or equivalent for Non-Kuwaiti Companies).
- Certificate of Registration with Central Tenders Committee (or equivalent for Non-Kuwaiti Companies).