



IndianOil

INDIAN OIL CORPORATION LIMITED
SHIPPING DEPARTMENT

REFINERIES HQ
NEW DELHI

Registration form for Empanelment of Brokers on LNG Panel for Chartering of LNG Ships
(w.e.f. 14th July 2020)

Indian Oil Corporation Limited charters ships for import of LNG by sending enquiries to the brokers and owners registered on its approved panel.

In case you wish to be on Indian Oil's LNG panel, you are requested to fill up the following Registration Form and submit it, duly signed on the letterhead of your company/firm along with enclosures, to the address provided at the end of this message along with a copy on email. The mere submission of an application by a party does not guarantee registration on Indian Oil panel. IndianOil reserves the right to reject any application without assigning any reasons thereof.

Data Sheet to be filled by Prospective Brokers
(To be submitted on the Letter Head of Company/Firm seeking Registration)

A. Company / Firm Details		
(I)	Name & Address of the Company/Firm	
(II)	Nationality / Country of Incorporation	
(III)	Corporate / Firm Headquarters	
(IV)	Date of Incorporation	Please enclose copy of Certificate of Incorporation (in case of a Company)
(V)	Type of Company / Firm	Sole Proprietorship / Partnership / Private Limited Company / Public Limited Company / Joint Venture (Provide share holding pattern with details)
(VI)	Core Business Activity	Please state your core business area along with number of years of experience in ship chartering
(VII)	Date of first LNG tanker Fixture concluded by the Applicant (Refer Note 1)	
(VIII)	ESTABLISHMENT	
(i)	Name of Chairman / President / Managing Director / Partners	
(ii)	Contact Person (s) and their telephone numbers	Office Mobile Residence
(iii)	Fax Numbers	
(iv)	Email id (s)	
(v)	Mailing Address	
(vi)	Employee Details	
	- Total Number of employees - Number of employees handling ship broking	



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	<ul style="list-style-type: none">- Number of Master Mariners- Number of Fellows/Members of the Institute of Chartered Shipbrokers, London- Number of employees holding any other certificate /diploma course on Shipping Management from any recognized university <p>Note: Please note minimum requirement of qualified employee each in Chartering and Post Fixture / Operation activities is one year in each.</p>	
For the purposes of sub-clause (vi) employee shall also include director/partner/owner of the Applicant.		

B. Number of LNG tanker fixtures concluded during the last three years (36 months) ending with the month immediately preceding the month in which the application is submitted (Refer Note 2)								
SL No	Date of Fixture	Tanker name	Vessel Owner	Vessel Gross size in M3/ attach form B	Load port	Disport	Charterer	Direct or Co-Broker

Copy of Fixture note to be enclosed.

C. References	
<p>References (Minimum two) The party seeking empanelment shall have no objection to IndianOil making enquiries from such companies in the course of registration.</p> <p>Please furnish postal address/Email/Contact numbers of ship owner(s) who have confirmed transacting business through you.</p>	<p>Letters from foreign ship-owners / (on their official letterhead) recommending and agreeing to transact business through the Applicant to be enclosed.</p> <p>The letter to include the details of Operating ships owned and proposed to be offered to Indian Oil.</p>



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D. General	
Is the Company / Firm is empanelled with SCI /GAIL/ PLL or any other Indian petroleum/Gas company for LNG chartering. If yes, give details	
At the time of empanelment is the Company / Firm facing any known legal disputes that are likely to adversely affect the performance of contracts / meeting its commitments. If yes, give details	
Please confirm whether applicant company / firm or its Group / Subsidiary / Affiliate / Parent Company were earlier or currently registered on Indian Oil's panel. If yes, (a) Date of Registration / Empanelment (b) Period of Registration (c) Date / Reason for Deletion	
Have you ever been black listed or put on a Holiday list by any agency/organization. If yes please give detail of period of removal/ suspension.	
Any Other relevant information	

DATE

**(NAME AND SIGNATURE OF THE
AUTHORISED OFFICIAL WITH
SEAL)***

* Authority letter of the signatory to be enclosed along with the application.

Kindly note that all data received from you would be treated in strict confidence and would be used only for the purpose of registration on IndianOil's panel of brokers. It is also requested that the data/ documents sought above may kindly be provided as per seriatim. It may be noted that Indianoil may seek additional / any other documents which may be necessary during the course of empanelment.

We wish to inform that the request for registration on IOC's panel of brokers shall be considered only on receipt of full information/data along with application as mentioned above. The decision of IndianOil management shall be final and binding upon the parties with regard to registration of parties.

CONTACT US:

**Executive Director / Chief General Manager (Shipping),
Indian Oil Corporation Limited,
Scope Complex, CORE 2
Lodhi Road
New Delhi – 110003
Tel No. 91 011 24369504
Fax No. 91 011 24321718**



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Please send a scan copy of duly filled/signed / stamped in registration form on letterhead on following email ids also.

a) PHARINDRANATH@INDIANOIL.IN

b) KISHOREDVN@INDIANOIL.IN

Note: For information of Applicants (brokers):

1. For the purpose of date of first fixture, please enclose supporting documents of fixture along with vessel details.
2. The concluded fixtures should be with 2 or more different owners. Copy of self-attested signed clean fixture note or Charter Party must be submitted as a proof of having done the fixture.
3. Applicant should submit all the relevant supporting documents as at A,B,C above along with application.