

**(ON THE LETTERHEAD OF THE ENTITY SEEKING EMPANELMENT)**

**APPLICATION FORM**

**FOR EMPANELMENT OF PARTIES WITH INDIANOIL FOR  
SUPPLY OF LIQUEFIED NATURAL GAS (LNG) ON SPOT / SHORT TERM BASIS**

<b>Sl. No.</b>	<b>Description</b>	<b>Details</b>
1.	Name of the Applicant Company	
2.	Nationality of the incorporation and whether applicant company is a National Oil / Gas Company (NOGC)	
2.1	In case of National Oil / Gas Company (NOGC), please provide request letter and documentary evidence establishing the NOGC status of the applicant company	
3.	Registered Office-Address	
3.1	Phone No.	
3.2	E-mail Id	
4.	Head office- Address	
4.1	Phone No.	
4.2	E-mail id	
5.	Date of incorporation and Certificate of Incorporation to be attached	
5(a)	Registered Company No.	
5(b)	Company Website URL	
5(c)(i)	Whether shares of Applicant Company / Parent Company is publically traded. If yes, then Stock Exchange (s) where the Company's shares are listed to be provided.	
5(c)(ii)	Whether the Applicant company, its affiliate/associate has delisted or have been delisted, during the last ten years, from any stock exchange where their shares were traded. If yes, please provide details	

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5(d)	Please indicate the jurisdiction(s) / name of Countries that the Applicant Company operates in	
5(e)	Does the Applicant Company operate in any sanctioned jurisdictions / Countries which is prohibited / banned / sanctioned under any law / regulation of the Government of India / United Nations or related Law applicable to companies? If so, please provide details:	
6.	Name of Authorised Signatory i.e. person Holding Power of Attorney (PoA))(attach certified copy of PoA)	
7.	Core Business of the Applicant company	
8.	Year since in LNG Business	
9.	Constitution of Applicant Company (Public/ private, Sole proprietor firm, Limited Liability Partnership (LLP), Joint Venture (JV), Consortiums)	
10.	Name of Chairman / President/ MD / CEO	
11.	Contact persons and contact details for communication in regard to empanelment application procedure	Name: Designation: Phone No: E-mail id:
12.	Parent Holding company (in case applicant is daughter company) (Applicant to confirm that applicant will be providing Parent Company guarantee if it does not meet the financial criteria. Further the Parent Company to provide an undertaking that they would submit the Parent Company Guarantee, as per format of IndianOil, on behalf of the Applicant company if MSPA is executed with the daughter company for honouring the obligation of the daughter company under the MSPA)	
12a.	The organizational chart explaining the shareholder/ownerships' structure,	Please attach the Shareholding Structure clearly showing the

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	up to and including the ultimate Parent level.	relationship		
13.	Credit rating of the Applicant company by international agency like Moody's and S&P (Rating, date and documents to be submitted)			
14.	<b>Accounting Year ( year to be mentioned) [Attach audited annual reports for last three years]</b>	<b>20XX</b>	<b>20XX</b>	<b>20XX</b>
14.1	Annual turnover in million USD (in case other currency convert in USD indicating rate of conversion)			
14.2	Net worth in million USD(in case other currency convert in USD indicating rate of conversion)			
14.3	Annual Turn Over from LNG Business (in Million USD)			
14.4	Net Profit (in million USD)			
14.5	Capital (in Million USD)			
14.6	Reserves (in Million USD)			
14.7	Applicant Company (except National Oil / Gas Companies) to submit the certificate from an international firm (which is also having an office in India) engaged in audit of financial statements for the volume of Physical trade for LNG (MMBtu/ MMSCM/ CBM/ MT) for each of last three years and mention the quantity traded here also  Audit Certificate should specifically state that trading volumes provided excludes intracompany transactions (within same group companies) / paper transaction / subsidiary transaction.	<b>20XX</b>	<b>20XX</b>	<b>20XX</b>
14.8	Any other relevant and known information of the company that is likely to impact profitability or the Net Worth			

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14.9	Please provide Memorandum of Association (MoA) and Article of Association (AoA) of the Applicant company.				
14.10	Other business activity				
15.	<b>Technical Criteria under which applying (Please check one (A) - (i) to (iii) or (B) or (C) and submit relevant documentary evidence to support claim). All reference dates would be taken from the date of empanelment application</b>				
(A)	Applicant Company to provide cumulative capacity from one or more projects / liquefaction plants for each year				
	<b>Year</b>	<b>20xx (MMT)</b>	<b>20xx (MMT)</b>	<b>20xx (MMT)</b>	<b>20xx (MMT)</b>
(i)	Applicant Company is a Producer / Supplier of LNG for at least last three (3) years and is continuing in the business  Or				
(ii)	Applicant Company has the marketing rights or have authorization to sell full or part of the LNG for next three (3) years and minimum one (1) previous year of supply experience against marketing rights or authorization from the projects / liquefaction terminal.  Or				
(iii)	Applicant Company has a Sale and Purchase Agreement (SPA) with LNG Producers or Suppliers in one or more Liquefaction Plants / Projects having valid SPA for next three (3) years and minimum one (1) previous year of supply experience against the SPA  Or				
(B)	Applicant Company has traded at least two (2) LNG cargoes each on Spot / Short-Term / Long-Term basis during last one year from the date of receipt of party's application for empanelment with IOCL  Or				
(C)	The Supplier is having Controlling				

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	rights / ownership of Re-gasification Terminal(s) in India.	
16.	Whether applicant Company has supplied cargo to any of LNG buyers in India. If yes provide the details thereof.	
17.	<b><u>Bank References</u></b>  Party to furnish the references from minimum two different banks stating name of bank, dealing officials, contact details (Phone and official e-mail id) and addresses. IOC would also make enquiry to the concerned bank and bank will directly submit the feedback to IndianOil. By providing Bank Name, Party is giving its consent to IndianOil for making enquiry from such banks during empanelment procedure.	
	Name of Bank(s) :  <b>Contact Detail.</b> I. Dealing Official Name: II. Phone No.: III. E-mail Id: IV. Address:	Name of Bank(s) :  <b>Contact Detail.</b> I. Dealing Official Name: II. Phone No.: III. E-mail Id: IV. Address:
	Name of Bank(s) :  <b>Contact Detail.</b> I. Dealing Official Name: II. Phone No.: III. E-mail Id: IV. Address:	Name of Bank(s) :  <b>Contact Detail.</b> I. Dealing Official Name: II. Phone No.: III. E-mail Id: IV. Address:
18.	<b><u>Trade References</u></b>  Party to furnish the references from minimum six LNG companies (preferably Indian LNG company) having relationship during last three years. References will include the name of the parties, dealing officials, contact details (Phone and official e-mail-id) and addresses.  Such trading partner name should not be of sister concerns, subsidiaries or related party. By providing the names of the trade references, Party is giving its consent to IndianOil for making enquiry from such references during empanelment procedure.	
	Name of LNG Company :  <b>Contact Detail.</b> I. Dealing Official Name: II. Phone No.:	Name of LNG Company :  <b>Contact Detail.</b> I. Dealing Official Name: II. Phone No.:

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	III. E-mail Id: IV. Address:	III. E-mail Id: IV. Address:			
	Name of LNG Company : <b>Contact Detail.</b> I. Dealing Official Name: II. Phone No.: III. E-mail Id: IV. Address:	Name of LNG Company : <b>Contact Detail.</b> I. Dealing Official Name: II. Phone No.: III. E-mail Id: IV. Address:			
	Name of LNG Company : <b>Contact Detail.</b> I. Dealing Official Name: II. Phone No.: III. E-mail Id: IV. Address:	Name of LNG Company : <b>Contact Detail.</b> I. Dealing Official Name: II. Phone No.: III. E-mail Id: IV. Address:			
19.	Supplier to confirm whether Applicant company or its Group / Subsidiary / Affiliate / Parent company was earlier or currently registered with IndianOil for LNG or any other trade.  If yes then following details to be furnished  a) Reference of such trade b) Date of registration c) Whether such trade was performed or not d) Date / reason of deletion if applicable.				
20.	Is Applicant company at the time of empanelment applicant facing any known legal disputes related to performance of its present LNG contracts or meeting financial commitments?				
21.	<b>Bid Bond Requirement</b>				
a.	Please confirm whether Applicant Company has	<b>Financial Year</b>	<b>20xx</b>	<b>20xx</b>	<b>20xx</b>

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	supplied three cargo(es) of LNG or any petroleum products (including LPG) and / or petroleum crude to any of the Public Sector Unit Oil & Gas company like BPCL, HPCL, ONGC, GAIL, GSPC, GSPC LNG Limited, IndianOil or any other Government Company or its subsidiary and Petronet LNG Limited (PLL) in India till date. If yes, provide details and submit documentary evidence like Bill of lading etc.	<b>Product</b>			
		<b>Quantity</b>			
		<b>Customer</b>			
		<b>Documents submitted</b>			
b.	Please confirm that Applicant company is willing to submit the Bid Bond in LNG procurement tenders in case the Applicant company does not meet the requirement of supply of three cargo(es) as per 21(a) above.				
22.	Please confirm to submit Parent company guarantee, if required as per policy of IndianOil. An undertaking from the Parent Company in this respect to be submitted.				
23.	IndianOil as per its policy shall review the credentials of the applicant at regular intervals for continuing with the empanelment of the applicant. Also, IndianOil shall be reviewing the participation of the parties in its LNG procurement tenders. Please confirm that the Applicant company shall provide the relevant documents as and when sought by IndianOil.				
24	Please list all members of the board of directors				

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S.No.	Full Name	Date of Birth	Country of Residence	Nationality	
1					
2					
3					
4					
25	Please state the name of all shareholders / members who own more than 10% of the Company's shares or voting rights or names of any individual(s) who otherwise exercise control over the management of the Applicant Company				
S.No.	Company / Full Name (Individual)	Percentage Owned	Country of incorporation or Date of Birth ( in case of individual )	Registered company number or country of Residence (in case of individual )	Nationality
1.					
2.					
26.	Any other information Applicant company desire to provide relevant to the empanelment as LNG Supplier:				

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27.	<b>Declaration (Please tick mark the below declaration points)</b>
	<p><input type="checkbox"/> I/We declare that our Company/ Firm is not on holiday list declared by Indian Oil Corporation Ltd. or its administrative Ministry of Petroleum and Natural Gas (MoP&amp;NG).</p> <p><input type="checkbox"/> I/We declare that Applicant Company is not from a country, which is prohibited / banned / sanctioned under any law / regulation of the Government of India / United Nations.</p> <p><input type="checkbox"/> I/We declare that the applicant company and the parent company (if applicable) is/are not under liquidation/insolvency/winding up or any other similar proceedings.</p> <p><input type="checkbox"/> I/WE declare that the applicant company and its parent company (if applicable) is/ are not undergoing any restructuring or is not under any process of scheme of arrangement with its creditors.</p> <p><input type="checkbox"/> I / We certify that the information given above is true to the best of our knowledge. I/We also understand that if any of the information is found incorrect, our application is liable for rejection / firm is liable for cancellation of empanelment.</p> <p><input type="checkbox"/> <b>I/We hereby accept that once empanelled, our empanelment will be valid for a period of two years from the empanelment date and will be subject to a periodic review every two years or after such period as may be determined by IndianOil. And we further hereby agree to submit the documents as required by IndianOil for consideration for re-empanelment.</b></p>

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Signature of Authorised Signatory	
Name:	
Date:	
Place:	
Stamp:	

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**PAST SUPPLY RECORD**

**(Certificate from Auditor as per S.No. 14.7 of Application)**

<b>Sr. No.</b>	<b>Financial year</b>	<b>LNG Physical Trade (MMBtu/ MMSCM/ CBM/ MT)</b>	<b>Order value (USD million) (Not mandatory)</b>	<b>Name of few customer(s) and discharge port(s) (Not mandatory)</b>
<b>1.</b>				
<b>2.</b>				
<b>3.</b>				

Audit Certificate should be from international audit firm (which is also having an office in India) and certificate should be in above format and should specifically state and confirm that trading volumes provided in above tables excludes intracompany transactions (within same group companies) / paper transaction / Subsidiary transaction.

**(STAMP & SIGNATURE OF THE AUDITOR )**

Signature of Auditor	
Name:	
Name of the Audit Firm	
Date:	
Place:	
Stamp:	

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**DECLARATION**

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*[Whether the applicant is a relative of any Director (list of Directors of IOCL may be seen from [www.iocl.com](http://www.iocl.com)) of IOCL or it is a firm in which a Director of IOCL or his relative is a partner or is a company in which a Director of IOCL is a Director. For the purpose of this clause, the term “relative” shall have the same meaning as given in Section 2(77) of the Companies Act 2013 read with Rule 4 of the Companies (Specification of Definition Details) Rules 2014]*

For the purpose of Section 184 of the Companies Act, 2013, we certify that to the best of my/our knowledge:

- (i) I am not a relative of any Director of INDIANOIL;
- (ii) We are not a firm in which a Director of INDIANOIL or his relative is a partner;
- (iii) I am not a partner in a firm in which a Director of INDIANOIL or his relative is a partner;
- (iv) We are not a private company in which a Director of INDIANOIL is a Member or Director;
- (v) We are not a company in which Directors of INDIANOIL hold more than 2 % of the paid-up share capital of our company or vice-versa.

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Signature of Authorised Signatory	
Name:	
Date:	
Place:	
Stamp:	

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**LIST OF PROBABLE SOURCE /  
ASSETS OF LNG SUPPLIER**

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(Information provided below should be certified by CEO/CMD authorised signatory of Company)

Sl. No.	Details of probable Source of LNG (e.g. Supply area, Liquefaction Plant / Project, Load Port, Sale & Purchase Agreements etc.)

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Signature of Authorised Signatory	
Name:	
Date:	
Place:	
Stamp:	

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