

**(ON THE LETTER HEAD OF ENTITY SEEKING REGISTRATION)**

**REGISTRATION FORM FOR  
FOR EXPORT OF BENZENE**

**WEB SITE USERS TO KINDLY DOWNLOAD THE DATA SHEET AS BELOW FROM OUR WEBSITE [www.iocl.com](http://www.iocl.com) AND COMPLETE IT IN ALL RESPECTS BEFORE SUBMISSION.**

Indian Oil Corporation (IOC) exports Benzene through tendering procedure from parties registered on its approved mailing list(s). In case you wish to be registered on IOC's approved mailing list(s) as a direct buyer, for participating against IOC's tenders for export of Benzene, you are requested to fill up the following registration form and submit it, duly signed and stamped on the letter head of your company along with enclosures, to the address provided at the end of this message. The mere submission of an application by a party does not guarantee registration on IOC mailing list. IOC reserves the right to reject any application without assigning reasons thereof.

Kindly note that we deal on principal-to-principal basis with the parties who are registered on our approved Mailing List and not through any intermediary. Kindly also note that all data received either from you or your trade/bank references would be treated in strict confidence and would be used only for the purpose of registration on IOC's Mailing List(s). It is also requested that the data/documents sought may kindly be provided as per seriatim. We wish to inform that the request for registration on IOC's mailing list(s) shall be considered, only on receipt of full data including audited balance sheets/ annual reports as well as satisfactory references from reputed international oil parties and from banks. Kindly also note that the decision of IOC shall be final and binding upon the parties with regard to registration.

**FORM RG-3**

**DATA SHEET TO BE FILLED ON THE LETTERHEAD BY PROSPECTIVE BUYER**

**I. APPLYING COMPANY DETAILS:**

<b>SR.NO</b>	<b>ITEMS</b>	<b>DETAILS</b>
<b>1.</b>	<b>NAME OF THE COMPANY SEEKING REGISTRATION</b>	
<b>2.</b>	<b>NATIONALITY/COUNTRY OF INCORPORATION</b>	
<b>3.</b>	<b>CORPORATE HEADQUARTERS</b>	
<b>4.</b>	<b>DATE OF INCORPORATION</b> <i>Please enclose copy of Certificate of Incorporation duly signed by director/company secretary.</i>	
<b>5.</b>	<b>CORE BUSINESS ACIVITY OF THE COMPANY</b>	
<b>6.</b>	<b>YEAR SINCE TRADING IN PETROCHEMICAL PRODUCTS</b>	
<b>7.</b>	<b>TYPE OF COMPANY – PRIVATE/PUBLIC</b> <i>Please specify whether your company is directly or indirectly held/controlled/owned by any Indian entity/ National(s).</i>	
<b>8.</b>	<b>NAME OF THE CHAIRMAN/PRESIDENT/MANAGING DIRECTOR</b>	
<b>9.</b>	<b>CONTACT PERSON (S)</b> <b>NAME:</b> <b>DESIGNATION:</b> <b>TELEPHONE NOS- OFFICE:</b> <b>TELEPHONE NOS – MOBILE:</b> <b>FAX NOS:</b>	

	<b>E-MAIL IDS: POSTAL MAILING ADDRESS:</b>	
<b>10.</b>	<b>PARENT/HOLDING COMPANY, (IF ANY)</b> <i>Please give %age of shareholding. Please provide supporting document for being a 100% subsidiary, if applicable.</i>	
<b>11.</b>	<b>SUBSIDIARY (IES), if any</b> <i>Please give %age of shareholding(s)</i>	

## II. INTERESTED IN REGISTRATION FOR:

SR.NO	ITEMS	DETAILS
<b>1.</b>	<b>PURCHASE OF PETROCHEMICAL PRODUCTS VIZ. BENZENE ETC.</b>	

## III. REFERENCES:

SR.NO	ITEMS	DETAILS
<b>1.</b>	<b>BANK REFERENCES (Minimum Two)</b> <i>Please furnish names of the bank(s), dealing officials, e-mail Ids/ fax nos., postal addresses. The party seeking registration shall have no objection to IOC making enquiries from such banks in the course of registration.</i>	
<b>2.</b>	<b>TRADE REFERENCES (Minimum Four)</b> <i>Please furnish names of the parties, dealing officials, e-mail Ids/fax nos., postal addresses in respect of parties with whom trading transactions have been entered into during the last one year. The party seeking registration shall have no objection to IOC making enquiries from such trade references in the course of registration.</i>	

## IV. VOLUME OF PHYSICAL TRADE FOR PETROCHEMICAL PRODUCTS FOR PREVIOUS THREE YEARS

(IN MTS)

DESCRIPTION (GRADES)	YEAR I		YEAR II		YEAR III	
	TERM	SPOT	TERM	SPOT	TERM	SPOT
<b>BENZENE</b>						
<b>OTHERS</b>						

## V. VALUE OF PHYSICAL TRADE FOR PETROCHEMICAL PRODUCTS FOR PREVIOUS THREE YEARS

(IN MILLION USD)

DESCRIPTION	YEAR I		YEAR II		YEAR III	
	TERM	SPOT	TERM	SPOT	TERM	SPOT
<b>BENZENE</b>						
<b>OTHERS</b>						

### Notes:

1. The Physical volume traded in the international market should only be given in the above format, for Purchases and Sales separately.
2. The inter company/group transactions may kindly be excluded and given separately in the above format.

3. Purchases or Sales of petrochemical products for use in own country/refinery/market are not to be included in the figures given in above table and may be shown separately.

**VI. KINDLY PROVIDE NAMES OF 5 SUPPLIERS AND 5 CUSTOMERS OF BENZENE**

**VII. FINANCIAL DATA/PERFORMANCE (PREVIOUS THREE YEARS):**

**(IN MILLION USD)**

SR. NO	DESCRIPTION	YEAR ENDED ON		
		YEAR I	YEAR II	YEAR III
1.	<b>NET SALES/ TURNOVER</b>			
2.	<b>NET PROFIT</b>			
3.	<b>ANY OTHER RELEVANT AND KNOWN INFORMATION OF THE COMPANY THAT IS LIKELY TO IMPACT PROFITABILITY OF THE COMPANY IN THE SHORT TERM.</b>			
4.	<b>ANNUAL/FINANCIAL REPORTS</b> <i>It is mandatory to submit printed/certified audited accounts along with Directors' and Auditors' Report, Notes on Accounts for the previous Three years and other related published information, if any.</i>			

**VIII. OTHER INFORMATION:**

SR. NO	ITEMS	DETAILS
1.	<b>IS THE COMPANY FACING AT THE TIME OF SEEKING REGISTRATION ANY KNOWN LEGAL DISPUTES THAT ARE LIKELY TO ADVERSELY AFFECT THE PERFORMANCE OF CONTRACTS/ MEETING ITS FINANCIAL COMMITMENTS.</b>	
2.	<b>PLEASE CONFIRM TO SUBMIT ANY PARENT CORPORATE GUARANTEE IF REQUIRED, AS PER POLICY OF IOC.</b> <b>IN CASE PARTY SEEKING REGISTRATION DOES NOT HAVE ITS OWN FINANCIALS AND THEY WANT TO REGISTER ON INDIANOIL MAILING LIST, THEN PLEASE CONFIRM TO PROVIDE THE FINANCIALS OF THE PARENT ALONG WITH PARENT COMPANY GUARANTEE AS PER INDIANOIL FORMAT</b>	
3.	<b>PLEASE CONFIRM WHETHER APPLICANT COMPANY OR ITS GROUP/ SUBSIDIARY/ AFFILIATE/ PARENT COMPANY WAS EARLIER OR CURRENTLY REGISTERED ON IOC'S MAILING LISTS - IF YES PLEASE GIVE DETAILS AS UNDER:</b> <b>(A) ON WHICH MAILING LIST (IMPORT/EXPORT).</b> <b>(B) DATE OF REGISTRATION</b> <b>(C) PERIOD OF REGISTRATION</b> <b>(D) WHETHER ANY CARGO(ES) WERE/ARE AWARDED DURING SUCH PERIOD.</b> <b>(E) DATE/ REASONS OF DELETION.</b>	
4.	<b>OTHER RELEVANT INFORMATION, IF ANY.</b>	

## **IX. OTHER REQUIREMENTS**

1. Undertaking enclosed that all the transactions shall be carried out only on a Principal-to-Principal basis. The applicant party shall neither deal as an agent nor use services of any Intermediary Agents.
2. Undertaking enclosed that Applicant Company is not from a country, which is prohibited/banned under any law/regulation of the Government of India.
3. Certificate from CEO/CMD/authorized signatory regarding authorized sources of supply and destination, in case of import/exports of crude oil, LPG & petroleum products as per Annexure-I.

### **I, within the authority delegated to me, confirm/agree to the following:**

1. I agree that all the information mentioned/stated above are true and I hold the authority to legally bind the applicant company on the matters stated in the form above. (Copy of such authority to be enclosed).
2. I also agree to submit all the documents in original and understand that the registration process can be finalized only after receipt of original documents by IndianOil.
3. I confirm that all the information required as per the registration form above has been validly filled by me and understand that any delay in processing of this application due to incomplete/ inappropriate information filled above would solely be the responsibility of the applicant company.
4. I agree that in case any of the facts mentioned in the above form are later on found to be false/misleading/incorrect, any consequential losses or damages whatsoever to IndianOil would be made good/borne by the applicant company.

**PLACE**

**NAME**

**DATE**

**DESIGNATION**

**SIGNATURE**

**SEAL**

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**PLEASE SEND THE ABOVE FORM DULY FILLED AND COMPLETED WITH REQUIRED ENCLOSURES TO:**

**EXECUTIVE DIRECTOR (IT)  
INTERNATIONAL TRADE DEPARTMENT  
(CORPORATE OFFICE)  
INDIAN OIL CORPORATION LIMITED  
PLOT NO. 3079/3 SADIQ NAGAR  
J. B. TITO MARG  
NEW DELHI-110049  
INDIA  
E-MAIL: [khandelwalm@indianoil.in](mailto:khandelwalm@indianoil.in)**

**(CERTIFICATE FROM APPLICANT COMPANY'S CEO/CMD/AUTHORIZED SIGNATORY ON THE LETTER HEAD OF THE COMPANY SEEKING REGISTRATION)**

We confirm and undertake that the crude oil and / or any petroleum product traded with Indian Oil would not be sourced from / destined to any country / sources under international sanctions or prohibited by the Indian Government. We further certify that title of the crude oil / petroleum products supplied to Indian Oil would be clear and free from all encumbrances and that we shall be solely responsible in respect of breach of these conditions. In case of breach of any of these conditions under import/export contract with Indian Oil, we shall directly bear all costs & consequences, losses, penalty, etc., with no liability whatsoever, on Indian Oil.