

(ON THE LETTER HEAD OF ENTITY SEEKING REGISTRATION)

**REGISTRATION FORM FOR FOREIGN SUPPLIERS/BUYERS FOR
IMPORT/EXPORT OF CRUDE OIL/PETROLEUM PRODUCTS**

WEB SITE USERS TO KINDLY DOWNLOAD THE DATA SHEET AS BELOW FROM OUR WEBSITE www.iocl.com AND COMPLETE IT IN ALL RESPECTS BEFORE SUBMISSION.

Indian Oil Corporation (IOC) imports crude oil/LPG besides imports/exports of other petroleum products through tendering procedure from foreign 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 supplier/buyer, for participating against IOC's tenders for import of crude oil/LPG and import/export of petroleum products, you are requested to fill up the following registration form and submit it, duly signed 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-1

DATA SHEET TO BE FILLED ON THE LETTER HEAD BY PROSPECTIVE FOREIGN SUPPLIER/BUYER.

I. APPLYING COMPANY DETAILS:

SR.NO	ITEMS	DETAILS
1.	NAME OF THE COMPANY SEEKING REGISTRATION	
2.	NATIONALITY/COUNTRY OF INCORPORATION	
3.	CORPORATE HEADQUARTERS	
4.	DATE OF INCORPORATION <i>Please enclose Notarized copy of Certificate of Incorporation.</i>	
5.	CORE BUSINESS ACIVITY OF THE COMPANY	
6.	YEAR SINCE TRADING IN CRUDE OIL/PETROLEUM PRODUCTS	
7.	TYPE OF COMPANY – PRIVATE/PUBLIC <i>Please specify whether your company is directly or indirectly held/controlled/owned by any Indian entity/ National(s). Request from Indian parties as well as foreign branches of Indian Parties would not be considered.</i>	

SR.NO	ITEMS	DETAILS
8	NAME OF THE CHAIRMAN/PRESIDENT/MANAGING DIRECTOR	
9	CONTACT PERSON (S) NAME: DESIGNATION: TELEPHONE NOS- OFFICE: TELEPHONE NOS – MOBILE: FAX NOS: E-MAIL IDS: POSTAL MAILING ADDRESS:	
10	NAME(S) OF THE COUNTRY(IES) IN WHICH ASSETS OF YOUR COMPANY IS/ARE SITUATED. Please indicate nature of assets	
11.	OVERSEAS OFFICES <i>Pl give addresses with name of contact official and telephone/fax nos and e-mail Ids.</i>	
12.	PARENT/HOLDING COMPANY, (IF ANY) <i>Please give %age of share holding.</i> <i>Please provide supporting document for being a 100% subsidiary, if applicable.</i>	
13.	SUBSIDIARY (IES), if any <i>Please give %age of share holding(s)</i>	
14.	CREDIT RATING OF THE APPLYING COMPANY BY INTERNATIONAL AGENCIES LIKE STANDARD & POOR, MOODY'S, MRC OR D&B. <i>Please indicate the rating and the date when it was awarded along with documentary evidence.</i>	

II. INTERESTED IN REGISTRATION FOR:

SR.NO	ITEMS	DETAILS
1.	SUPPLY OF CRUDE OIL <i>Please indicate grade (s) of crude oil.</i>	
2.	SUPPLY/PURCHASE OF PETROLEUM PRODUCTS VIZ. LPG/NAPHTHA/MS/SKO/HSD/FO ETC.	

III. REFERENCES:

SR.NO	ITEMS	DETAILS
1.	BANK REFERENCES (Minimum Three) <i>Please furnish names of the bank(s), dealing officials, e-mail Ids/ fax nos., postal addresses.</i> <i>The party seeking registration shall have no objection to IOC making enquiries from such banks in the course of registration.</i>	
2.	TRADE REFERENCES (Minimum Six) <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.</i> <i>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 CRUDE OIL/PETROLEUM PRODUCTS FOR PREVIOUS THREE YEARS

(IN MTS)

DESCRIPTION (GRADES)	2013		2012		2011	
	TERM	SPOT	TERM	SPOT	TERM	SPOT
CRUDE OIL						
PETROLEUM PRODUCTS VIZ.						
LPG						
NAPHTHA						
MS						
SKO						
HSD						
FUEL OIL/LSWR						

V. VALUE OF PHYSICAL TRADE FOR CRUDE OIL/PETROLEUM PRODUCTS FOR PREVIOUS THREE YEARS.

(IN MILL. USD)

DESCRIPTION	2013		2012		2011	
	TERM	SPOT	TERM	SPOT	TERM	SPOT
CRUDE OIL						
PETROLEUM PRODUCTS VIZ.						
LPG						
NAPHTHA						
MS						
SKO						
HSD						
FUEL OIL/LSWR						

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 crude oil/ petroleum 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. SUPPLIERWISE VOLUME OF PHYSICAL TRADE FOR CRUDE OIL/PETROLEUM PRODUCTS FOR PREVIOUS THREE YEARS.

(IN MTS)

DESCRIPTION	NAME OF SUPPLIERS	2013		2012		2011	
		TERM	SPOT	TERM	SPOT	TERM	SPOT
CRUDE OIL							
PETROLEUM PRODUCTS VIZ.							
LPG							
NAPHTHA							
MS							
SKO							
HSD							
FUEL OIL/LSWR							

VII. CUSTOMERWISE VOLUME OF PHYSICAL TRADE FOR CRUDE OIL/PETROLEUM PRODUCTS FOR PREVIOUS THREE YEARS.

(IN MTS)

DESCRIPTION	NAME OF CUSTOMERS	2013		2012		2011	
		TERM	SPOT	TERM	SPOT	TERM	SPOT
CRUDE OIL							
PETROLEUM PRODUCTS VIZ.							
LPG							
NAPHTHA							
MS							
SKO							
HSD							
FUEL OIL/LSWR							

Notes:

1. The details of on- going term contracts for sale and purchase of Crude oil (Grade-wise) and Products (product-wise) along with names of the suppliers/customers and volume may also be given.
2. It is requested to give a confirmation that above volumes do not include paper transactions, if traded by the party seeking registration.

VIII. FINANCIAL DATA/PERFORMANCE (PREVIOUS THREE YEARS):

(IN MILL. USD)

SR. NO	DESCRIPTION	YEAR ENDED ON		
		2013	2012	2011
1	NET SALES/ TURNOVER (FROM OIL TRADING)			
2	OTHER SALES/ ACTIVITIES			
3	NET PROFIT			
4	CAPITAL			
5	RESERVES			
6	THE POLICY AND PRACTICE USED FOR VALUATION OF THE OPEN POSITIONS AT THE END OF THE YEAR. <i>Brief summary of the practice used while specifying the outstanding positions of the transactions in terms of US dollars.</i>			
7	ANY OTHER RELEVANT AND KNOWN INFORMATION OF THE COMPANY THAT IS LIKELY TO IMPACT PROFITABILITY OF THE COMPANY IN THE SHORT TERM.			
8	ANNUAL/FINANCIAL REPORTS <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>			
9	OTHER BUSINESS ACTIVITIES <i>Please also furnish the %age of their turnover with total turnover for the past three years.</i>			

IX. OTHER INFORMATION:

SR. NO	ITEMS	DETAILS
1.	EQUITY CRUDE OILS. <i>Oil fields owned/operated with complete details of production and volumes traded in the international market.</i>	
2.	REFINERY (IES) <i>Please give location and refinery-wise capacity for existing as well as proposed.</i>	
3.	TANKER (S) (OWNED/CHARTERED) <i>Please give flag-wise details and capacity.</i>	
4.	AOT CERTIFICATE, ISSUED BY SINGAPORE GOVT., If Applicable. <i>Pl. enclose Notarized copy.</i>	
5.	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.	
6.	PLEASE CONFIRM TO SUBMIT ANY PARENT CORPORATE GUARANTEE/ BANK GUARANTEE/ BID BOND, IF REQUIRED, AS PER POLICY OF IOC.	
7.	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: (A) ON WHICH MAILING LIST (IMPORT/EXPORT). (B) DATE OF REGISTRATION (C) PERIOD OF REGISTRATION (D) WHETHER ANY CARGO(ES) WERE/ARE AWARDED DURING SUCH PERIOD. (E) DATE/ REASONS OF DELETION.	
8.	OTHER RELEVANT INFORMATION, IF ANY.	

X. PRINCIPAL-TO-PRINCIPAL DEALINGS:

ITEM	DETAILS
PL PROVIDE CONFIRMATION REGARDING PRINCIPAL-TO-PRINCIPAL DEALINGS. <i>The party shall give an undertaking that all the transactions shall be carried out on a Principal-to-Principal basis without using services of any Intermediary/Indian Agents.</i>	

PLACE:
DATE:

SIGNATURE:
NAME:
DESIGNATION:
SEAL:

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
FAX NO: 91-11- 26260094/95
E-MAIL: khandelwalm@indianoil.in