



**PROCUREMENT AND SUPPLIES PROFESSIONALS AND TECHNICIANS BOARD**  
*(Made under Regulations 11 (6) and 16(1))*  
**APPLICATION FOR REGISTRATION AS PROCUREMENT AND SUPPLIES CONSULTANT/  
ADVISOR/AGENT/FIRM/INSTITUTION**

The Executive Director;  
Procurement and Supplies Professionals and Technicians Board;  
P.O. Box 5993,  
**Dar es Salaam.**

**SECTION A: PERSONAL DATA**

(All applicants are to complete this section)

1. Surname: ..... Middle Name ..... Other Name.....  
Marital status: .....  
Place of Birth: .....  
Female/Male: .....  
Address: .....  
Phone..... Fax: ..... E-Mail: .....
  
2. Name of the company/firm .....  
Location of premises (Offices/Classrooms): .....  
(If hired premises, please attach a copy of the lease agreement)  
Business Registration Particulars (if any): .....  
Registration Number and Certification: .....  
Date of Registration: ..... VAT No. .... TIN No.....

**SECTION B: ACADEMIC/PROFESSIONAL QUALIFICATIONS OF THE OWNERS**

Qualification(s)	Institution	Date
1. ....	.....	.....
2. ....	.....	.....
3. ....	.....	.....
4. ....	.....	.....

**Name and addresses of referees (Two Senior Procurement and Supplies Professionals and one senior officer from any field)**

1. Name: ..... Title: .....  
Telephone No:..... E-Mail: .....  
Physical address: .....
  
2. Name: ..... Title: .....  
Telephone No:..... E-Mail: .....  
Physical address: .....
  
3. Name: ..... Title: .....  
Telephone No:..... E-Mail: .....  
Physical address: .....

**SECTION C: APPLICANT'S STATUTORY DECLARATION**

I .....do hereby declare on this .....day of .....20.....that I am the person who is applying for registration as a Procurement I/Supplies Consultant/Advisor/Agent/Firm/Institution and I am holding the above qualification and that the information I have given is true and correct to the best of my knowledge and belief.

Signature..... Date: .....

**SECTION D: CERTIFICATION: (to be certified by Advocate/Magistrate/Notary Public)**

I certify that I have compared the photograph in application form shown to me this ..... day of .....20..... by ..... with his/her application before me and that in my opinion it is true and faithful likeness and I am satisfied that the application before me is the person to whom the photograph and applications relates.

Name: .....

Qualification: .....

Signature: .....

Address: .....

Control number used:.....

**SECTION E: FOR OFFICIAL USE ONLY**

1. Date application was received: .....

2. Registration fee received: ..... Receipt No..... Signature.....

3. Documentary Evidence Attached: .....

Registered/Not Registered Reason (If not registered).....

Chairman of the Board ..... Executive Director of the Board.....

Date: ..... Date: .....

Attach CVs of the resource persons and consultants, a pay in slip of application fees should be attached. All fees paid are non-refundable, application fee charged is TZS 100,000.00. For payment process please **call +255 737157312** to obtain Control Number and registration enquiry call number **+255 738 441 971** during office working hours from 8:00 am to 4:00 pm.