



# PRODUCTS & SERVICES BUREAU LTD

Death to Corruption & Equal Opportunities for All

## REGISTRATION FORM

Date: \_\_\_\_\_

Name: \_\_\_\_\_ (institution)

Surname: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_

Date of birth/incorporation/registration: \_\_\_\_\_ Place: \_\_\_\_\_

Type of Identification: National ID / Passport / Incorporation Certificate / Registration Certificate

Identification Number: \_\_\_\_\_

Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

Postal Address: \_\_\_\_\_

Plot No: \_\_\_\_\_ Township: \_\_\_\_\_ District: \_\_\_\_\_

City/Town: \_\_\_\_\_ Province: \_\_\_\_\_

Country: \_\_\_\_\_ Continent: \_\_\_\_\_

### PRODUCTS SELECTED:

NO.	PRODUCT	CLIENT ✓	BIDDER/ CUSTOMER/ USER ✓	NO. OF SITES	RATE  (MK)	REG. FEES  (MK)	ANNUAL SUBS  (MK)	TOTAL  (MK)
1	meritenda:							
2	tenderite:							
3	smatq:							
4	svcpul: Regular							
	Svcpul: SME							
5	cvpul:							
6	buypul:							
7	Integrirefu:							
8	<b>TOTAL PAYABLE</b>							

**TERMS AND CONDITIONS**

1. Products & Services Bureau Ltd (PSB) is a broker for goods and services, connecting suppliers and buyers or service providers and clients, strictly on zero tolerance to corruption, and equal opportunities for all.
2. Any proven attempt/s or suspected attempt/s to engage in corrupt practices or nepotism will lead to deregistration or suspension of membership respectively.
3. Suppliers, contractors or service providers will ensure highest quality at all times, and will be responsible for collecting their payments from buyers and clients, and remit applicable commission to PSB.
4. Buyers and clients will ensure prompt payments to suppliers, contractors or service providers, and remit applicable commission to PSB.
5. Disputes between or among parties will be referred to an Arbitrator appointed by PSB, and accepted by all parties. If arbitration fails, matter will be referred to competent court of law within national jurisdiction.
6. Membership registration fees and annual subscription fees will be prepaid.
7. Buyer or client will not accept goods or services of poor quality certified by an expert appointed by PSB, and accepted by all parties.
8. Consistent compromise on quality by supplier, contractor or service provider will lead to deregistration of membership. However, a member may reapply for reconsideration, detailing the improvements made, and PSB reserves the right to accept or reject the application.
9. Cvpul membership does not guarantee a job. The marketability of the CV depends on qualifications, experience, profession, employer requirements and interview score.
10. All personal/individual information will be treated as private and confidential, except under obligation permitted by the applicable law:
  - When it is in the public interest to disclose
  - Where we are legally compelled to disclose
  - At your request or with your written permission
11. Members will be required to display utmost honesty, fairness, respect and integrity
12. Member will immediately notify PSB of any change in the details submitted when membership was registered.
13. PSB does not guarantee that the platforms or the use thereof by the customer will be uninterrupted due to reasons beyond our control.
14. Access to the platforms will be by a password which a member will not disclose to unauthorised personnel. PSB shall not be liable for any losses suffered by the member due to unauthorised access, or unauthorised transaction, unless that unauthorised access or transaction is caused by PSB's negligence.
15. PSB reserves the right to amend these terms and conditions with prior notice of one month.
16. Use of PSB platforms will be governed by the Laws of Malawi, and the parties hereto consent to exclusive jurisdiction of the Malawi Courts in all matters.

**I/We .....declare that the information I/We have given is true and correct to the best of my/our knowledge, and that I/We will be liable for any information or any part thereof that is either false or incorrect.**

**I/We \_\_\_\_\_ agree to operate strictly under the terms and conditions of Products & Services Bureau Ltd on 'zero tolerance to corruption' and 'equal opportunities for all'. Products & Services Bureau Ltd reserves the right to deregister or suspend my/our membership, under no obligation to refund the registration/other fees, nor to disclose the reason/s. I/We accept and authorise Products & Services Bureau Ltd to verify the information given by me/us for purposes of this registration.**

**Authorised Officer: \_\_\_\_\_ Designation: \_\_\_\_\_ Signature: \_\_\_\_\_**

Company Stamp

**PAYMENT METHODS:**

**1. BANK**

Account Name	Products & Services Bureau Ltd
Bank Name	National Bank of Malawi
Account Number	1006436362
Service Centre	Chichiri
Mo 626 Code	223

**2. MOBILE:**

Airtel Money (Nick Name: PSB)	0998 541 558
Mpamba	0888 58 11 53

**For Official Use Only**

Received by: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Checked by: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Approved by: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Membership ID: \_\_\_\_\_ Once Off Password: \_\_\_\_\_

Filed by: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_