

New Supplier Registration Guide

Rev 12 November 2020











شــركـة نـواة للـطـاقـة Nawah Energy Company

As a new Supplier, you can register your company with The Enterprise (a general term covering ENEC, Nawah, and BOC) through a self-registration process at an easy-to-use link available on ENEC's website. Please open a web browser, and navigate to:

ENEC website \rightarrow Suppliers Tab \rightarrow Supplier Registration \rightarrow New Supplier Registration

Click on the link "Click Here to Register" and the following page will appear. Please accurately fill in the requested information about your company; the step numbers are shown in the screenshots below:

- 1. Enter the **Company Name** (full name of the company as per the trade license or other legal establishment document)
- Contact Information for your contact person. Please note that if Procurement and Finance Contact persons are same, then please choose Contact Type as Finance and Procurement. It is very important that the email address that you use to create your username for online login is a valid email, and the Contact Type is correct.
 - a. Ensure that the email address provided by you is not a free domain email ID. Free domain email IDs include but are not limited to:
 - i. gmail.com
 - ii. yahoomail.com
 - iii. hotmail.com
 - iv. rediffmail.com
 - v. outlook.com
 - vi. emirates.net.ae
 - vii. eim.ae
- 3. Click on the **Supplier Code of Conduct** link and read the document carefully
- 4. You have to agree with the **Supplier Code of Conduct** before the system allows you to proceed
- 5. Click on **Continue** to go to the next page





- شــركـة نـواة للـطـاقـة Nawah Energy Company
- 6. **Enter ICV Score** (if applicable). ICV stands for In Country Value. ICV is a measure of your company's financial contribution towards the local UAE economy. This field should only be filled if your company has an ICV Score.

مؤسسة الإمارات للطاقة النووية Emirates Nuclear Energy Corporation ISupplier Portal			X Close	I	٥
Basic Information Prospective Supplier Registration: Additional Del	ails	Company Details	Submit Save F	or Later	Back
Blank label for instruction text			out int	JI LUIUI	But
Company Name Tax Country Tax Registration Number Taxpayer ID DUNS Number Note to Buyer Note to Supplier ICV Score	18694 6 V Maximum ICV score is 100.				

7. Create a record in your Address Book

مؤسسة الإمارات للطاقة النووية Emirates Nuclear Energy Corporation Korplier Portal		E Close
Basic Information	Comp	jany Details
Prospective Supplier Registration: Additional Det		Submit Save For Later Back
Blank label for instruction text		
Company Name Tax Contry Tax Registration Number Taxpayer ID DUN S Number Note to Buyer	\$56	
7 Note to Supplier ICV Score Address Book	ICV score is 100.	
Create 💢 😂		
Address Name Addres	ls Purpose	Update Delete
No results found.		

- 8. Enter the **Address** information in the relevant fields.
- 9. Click **Apply** to continue

eate Audress			Cancel Apply
ndicates required field			
* Address Name	Head Office	Phone Area Code	
Country	United Arab Emirates	Phone Number	9
* Address Line 1	Office 3-22	Fax Area Code	
Address Line 2	Building 234	Fax Number	
Address Line 3	9th Street	Email Address	
Address Line 4			
* City/Town/Locality	Abu Dhabi		
County			
State/Region			
Province			
* Postal Code	971 ×		



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- 10. Enter the requested details, as applicable, in the **Business Classifications** section. You should:
 - a. Select relevant **Business Classifications** as **Applicable** and enter all details for the selected **Business Classifications**.
 - b. If you have entered an ICV Score in Step 6 above, select ICV Certificate as Applicable and enter all details for the ICV Certificate.

¥ 2				
Classification	Applicable	Certificate Number	Certifying Agency	Expiration Date
Commercial License	V	CN12345	DED	10-Nov-2021 07:30:28 👘
Free Zone License				() ()
ICV Certificate	V	12345	PWC	25-Nov-2021 07:30:52 × 😘
Non-Disclosure Undertaking				(i)
Other License				(Ge)
Sheikh Khalifa Fund License				(iii)

11. Select appropriate **Classification Type** (if applicable). If your company does not fall under any of the three categories listed under **Classification Type** Section, you can skip this step.

1 C	_ 11
Classification Type	*Applicable
Abu Dhabi MSME	Applicable
Western Region company	Applicable
Government or Semi-Government Company	Applicable

12. In the **Products and Services** section, click on **Create** to add the products and services for which you want to register with The Enterprise.

Products and Services 12 Allest one entities required.		
Code	Products and Services	Delete
No results found.		

13. All the Products and Services will be listed; click on View sub-Categories

قة النووية Emirates Ni	مۇسىسىة الإمارات لىلىكاڭ uclear Energy Corporation Supplier Portal		K Close	
Add Pr	roducts and Services: : (Test23456)		Cancel	Apply
 Browse Seach 	e All Products & Services for Specific Code and Product			
11 2			Rows 1	to 25
Code	Products and Services	View Sub-Categories	Applicable	
22	MARINE MATERIALS			~
32	ELECTRICAL	资		
34	INSTRUMENTS	茶		
36	COMMUNICATION EQUIPMENT	茶		
38	INFORMATION TECHNOLOGY (IT)	茶		
42	DRILLING MATERIALS	<u>م</u>	. 13	
52	CHEMICALS	<u>م</u>		
54	LAB REQUISITES	View sub-categories		
62	HEALTH, SAFETY & ENVIRONMENT	ت ه		
82	MEDICAL	<u>م</u>		\sim





- شــركـة نـواة للـطـاقـة Nawah Energy Company
- 14. Select the required category and click on the **Applicable** flag as below, and then click on the **Apply** Button which will return to the registration page

a 2			Bows 1
ode	Products and Services	View Sub-Categories	Applicable
21010	DRILLING CHEMICALS (MUD & BRINE)		
21505	ANTIFOAM - OIL		
21510	ANTIFOAM - WATER		
21515	BIOCIDE - OIL LINES	14	
21520	BIOCIDE - WATER LINES		
21525	CHEMICALS - PRODUCTION		
1530	DEMULSIFIER - CRUDE OIL		
1535	INHIBITORS - ASPHALTENE & PARAFFIN		
1540	INHIBITORS - GAS LINES		
21545	INHIBITORS - OIL LINES		

15. The below screen will be displayed which will add the Products and Services.

Sheikin falallia Fund Licens	se]			(iii)
	ple: 19-Oct-2017				
A 2					
Classification Type				*	Applicable
Western Region company					Applicable
Government or Semi-Gove	ernment Company				
At least one entry is requi	ices ired. 15				
Products and Servi At least one entry is requi Create 💢 🍣 Code	ices 15 Ired. Products and Service	208			Delete





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16. Please note and download the appropriate required document templates and attach the below list of documents using Add Attachment. Please note that attaching an ICV Certificate is mandatory in case you have entered your company's ICV Score in Step 6.



New Supplier Registration Guide P.O.Box 112010, Abu Dhabi, United Arab Emirates Telephone: +971 2 6595 555 Fax: +971 2 6595 666 ص.ب. ١١٢٠١ أبوظبي، الإمارات العربية المتحدة www.enec.gov.ae

- **New Supplier Registration Guid**
- مؤسسة الإمارات للطاقة النووية **Emirates Nuclear Energy Corporation**
- You can have a final look at your registration application and click on Submit to 17. send your application to The Enterprise.

ة الزمارات للخافة النووية Emirates Nuclear Energy Cor	iSupplier Portal							
	Basic Infor	mation			Com	pany Details		
Prospective Supp	lier Registration: Additional	Details					Submit	Save For Later Back
Blank label for instruction tex	t							
		Company Name T	est23456					
	Terr	Tax Country						
	144	Taxpayer ID					7	
		DUNS Number 1	3895				17	
		Note to Buyer		^				
				\checkmark				
		Note to Supplier						
Address Book								
At least one entry is require	d							
Create 🐹 🍣								
Address Name	Address De	tails			Purpose		Update	Delete
Head Office	Office 3-22, A	bu Dhabi 971 United Arab	Emirates		RFQ Only		1	a
Contact Directory								
At least one entry is require	rd.							
2 2								
First Name	Last Name 🛆	Phone	Email	Requires User Account	Update	Delete	Prefered	Contact
	raju		t@t1234.com	<i>.</i>	/]
Business Classificat	Business Classifications							
12 2								
Classification		Applicable	Certificate Number	Certifying Agency		Expiration Date		
Commercial License			12345566	ADDCI		16-Nov-2018 10:43:2	2 %	
e						-	A. 1	

18. You will get a confirmation message on the email address you provided as a contact stating that your registration application with The Enterprise has been submitted and is currently under review.

AppLiF Althibit Cofeage Researcher State (Supplier Portal	Cibse	1
Confirmation		
Thank you for your interest in working with ENEC. Your registration request has been submitted for review and you will be notified of its status via email shortly		

- 19. The Enterprise will review your registration request and either approve, reject or ask for more information on your submitted request. The Enterprise may reject your registration request if the services/goods provided by your company are not relevant to The Enterprise's needs or for any other reason as identified by The Enterprise. In case your registration request is rejected, The Enterprise will provide you the reason for rejection.
- 20. In case the information provided by you at the time of submitting your registration request is not sufficient, you will receive a notification asking you to provide the missing information. Once you provide the requested information, it will again come to The Enterprise for review and confirmation. This cycle will continue until you provide all required mandatory information required for registration.





شــركـة نـواة للـطـاقـة Nawah Energy Company

شركة براكة الأولى ش.م.خ Barakah One Company PJSC

21. Once your request for registration is approved, you will receive an email confirming your registration with The Enterprise and instructions on how to complete your bank details and VAT information.

Status Monitor > Monitor Search > Monitor Activities History >	
() Information	
This notification does not require a response.	
Emirates Nuclear Energy Corporation Commercial Directory Team: Registration Confirmation	OK Reassign
To SHD1EL MASRI Sent 05-Mar 2019 162:118 D Do S02715 Dors Shad El Marci Was applaced to inform that HII Informational is now a registered Suppler with ENEC. Please find below your login credentials to access/update your profile. Unammer SNAD EL MASRI Hold Marcine State S	21
Emissis Nursu Creig Volyaanu.	
Return to Worklist	

- 22. To complete your company's VAT details, log in to the URL in the email above to access your profile in The Enterprise
- 23. Use the user name and password you received in the above email

ORACLE"	
	ר <u>– ר</u>
	User Name t®t1234.com > 23
	Password
	Login Cancel
	Forpet your User Name or Password
	Register here
	Accessibility None
	Language
Copyright (c) 1998, 2016. Oracle and/or its affiliates. All rights reserved.	

24. You need to change your password for the first time only

hange Password			
	* Current Password		
	* New Password	> 24	
	* Re-enter New Password Password must be at least 8 characters long.		
	Submit Cancel		
Indicates required field			

ص.ب. الإمارات العربية المتحدة المتحدة P.O.Box 112010, Abu Dhabi, United Arab Emirates Telephone: +971 2 6595 555 Fax: +971 2 6595 666 www.enec.gov.ae





شــركـة نـواة للـطـاقـة Nawah Energy Company

This is your company profile home page with Notifications. 25.

plier Home Orde	ers Finance Administration		
w Open Notificat	One Reassing Other 10 C .	25	
	Type 🛆	Subject 🛆 Sent 🔻	Due 🗠
	POS Supplier Registration and Profile Management	Emirates Nuclear Energy Corporation Supplier Collaboration Network: Registration Approval 03-Nov-20	17
-	Supplier User Registration Workflow Version 2	Emirates Nuclear Energy Corporation Commercial Directory Team: Request of Registration (T of 2) 03-Nov-20	17
<			>

- Click on the Administration tab 26.
- To provide Value Added Tax (VAT) related information, Click on Organization tab 27.

Profile Management		
General	Organization 26	Cano
Company Profile	D-U-N-S Number	
Organization	Legal Structure J Q Chief Executive Title	
Address Book	Year Established Principal Title	
Contact Directory	Incorporation Year Control Year	
Business Classifications	Mission Statement	
Product & Services	~	
Payment & Invoicing	Total Employees	
Surveys	Organization Total Corporate Total	
	Organization Total Type V Corporate Total Type V	
	Tax and Financial Information	
	UAE-based suppliers must select a Registration Status. If the Registration Status is "Applicable" then attach the VAT Tax Registration Number (TRN) Ce halow	rtificate in "General tab > Attachment" section and enter the TRN in the Tax Registration i
	Analysis Year Taxpayer ID	
	Currency Preference 🔄 🚽 🤉 Registration Status	
	Fiscal Year End V Tax Registration Num	
	Federal Agency Please enter UAE VAT Registration number.	
	Annual Revenue	
	Detected Development	

28. Select Registration Status

a. Applicable: For UAE suppliers who are registered under VAT as per FTA guidelines b. Not Applicable: For UAE suppliers who are not registered under VAT

upplier Home Orders Fina	Administration	
Profile Management		
General	Organization	Cance! Save
Company Profile	D-U-N-S Number Chief Executive Name	
Organization	Legal Structure S Chief Executive Title	
Address Book	Year Established Principal Title	
Contact Directory	Incorporation Year Control Year	
Business Classifications	Mission Statement	
Product & Services	\checkmark	
Payment & Invoicing	Total Employees	0
Surveys	Organization Total Corporate Total	
	Tax and Einancial Information	
	UAE-based suppliers must select a Registration Status. If the Registration Status is "Applicable" then attach the VAT. Tax Registration Number (TRN) Certificate in "Gene below.	anal tab > Attachment" section and enter the TRN in the Tax Registration Num field
	Analysis Year Taxpayer ID	
	Currency Preference Registration Status Applicable Fiscal Year End Tax Registration Num	
	Federal Agency Annual Revenue Please enter UAE VAT Registration number. 28	В
	Potential Revenue	

- 29. If Status is selected as Applicable then, entering Tax Registration Number is mandatory.
- Enter your 15-digit Tax Registration Number in the next field. 30.
- Click on Save button to save the details 31.

P.O.Box 112010, Abu Dhabi, United Arab Emirates Telephone: +971 2 6595 555 Fax: +971 2 6595 666

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9 Page

شـركــة براكـــة الأولـى ش.م.خ	
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rofile Management		
General	Organization	Cance <u>i</u> <u>S</u> a
Company Profile	D-U-N-S Number Chief Executive Name	/
company rione	Legal Structure Q Chief Executive Title	/
Organization	Principal Name	
Address Book	Year Established Principal Title	
	Incorporation Year	
Contact Directory	Control Year	24
Business Classifications	Mission Statement	31
Product & Services		
Payment & Invoicing	Total Employees	
Surveys	Organization Total Corporate Total	
	Organization Total Type V	
	Tax and Financial Information	
	UAE-based suppliers must select a Registration Status. If the Registration Status is "Applicable" then attach the VAT Tax Registration Number (TRN) Certificate in "General tab > Attachment	r section and enter the TRN in the Tax Registration Num fiel
	Analysis Year Taxpayer ID	
	Currency Preference Registration Status Applicable	
	Fiscal Year End V Tax Registration Num 123451234554321	
	Federal Agency Please enter UAE VAT Registration number.	
	Annual Revenue 30	
	Potential Revenue	

- 32. Confirmation message will appear saying "Changes to Organization have been saved"
- 33. Note the red color line under Tax and Financial Information section which clearly states "UAE-based suppliers must select a Registration Status. If the Registration Status is "Applicable" then attach the VAT Tax Registration Number (TRN) certificate in "General tab > Attachment" section and enter the TRN in the Tax Registration Num field below."

file Management		
ieneral	Confirmation	
	Changes to Organization have been saved	
ompany Profile	Organization	Cancel
Organization	D-U-N-S Number Chief Executive Name	32
Address Book	Legal Structure Q Chief Executive Title	
	Principal Name	
Contact Directory	Year Established Principal Title	
Business Classifications	Incorporation Year	
Product & Services	Control Year	
	Mission Statement	
Payment & Invoicing	~	
Surveys		
	Total Employees	
	Organization Total Corporate Total	
	Organization Total Type 🔽 Corporate Total Type	\checkmark
	Tax and Financial Information	
	UAE-based suppliers must select a Registration Status. If the Registration Status is "Applicable" below.	then attach the VAT Tax Registration Number (TRN) Certificate in "General tab > Attachment" section and enter the TRN in the Tax Registration Num
	Analysis Year Taxpayer ID	
	Currency Preference 🚽 🤤 Registration Status	Applicable
	Fiscal Year End Tax Registration Num	123451234554321 33
	Federal Agency	Please enter UAE VAT Registration number.
	Annual Revenue	

- 34. If you have selected Applicable as your Registration Status, then click on **General** Tab to attach your VAT Certificate.
- 35. Click on Add Attachment Button

	Deefile Management												
	Profile Management												
	General	General											
1	Company Profile		Organiz	ation Name Evolutionary Sy	stems Consultancy	LLC		Ta	Registration Number				
	Organization		oupp	Alias				Coun	try of Tax Registration				
	Address Book		Parent Supp	oplier Name lier Number									
	Address Dook		DU	NS Number									
•	Contact Directory	Supplier Registration	Documents										
	Business Classifications	Title	Type	Description	Category	l set llr	visted By	L set III	viated	llesne		Undat	e Delete
	Product & Services	No results found.	Type	Description	Category	Last Of	Jualeu Dy	Last O	Juateu	Usage		opua	e Delete
	Payment & Invoicing												
	Surveys												
	,-												
		Search											
		Search	ensitive										
		Search Note that the search is case ins Title	Go										
		Note that the search is case ins Title Show More Search Option	Go Go										
		Search Note that the search is case ins Title Show More Search Option Add Attachment	Go S										
		Search Note that the search is case ins Title Show More Search Option Add Attachment Title	sensitive Go		Туре 🛆	Description △	Category △	Last Updated By △	Last Updated 🛆	Usage △	Update	Delete	Publish to Catal
		Search Note that the search is case ins Title Show More Search Option Add Attachment Title Chamber of Commerce_2011	ensitive Go s		Type △ File	Description $ riangle$	Category	Last Updated By A	Last Updated 24-Apr-2016	Usage △ One-Time	Update	Delete	Publish to Catal
		Search Note that the search is case int Title Show More Search Option Add Attachment Title Chamber of Commerce_2011 EVOSYS_CORPORATE_PRC	Arabic.jpg	35	Type △ File File	Description	Category From Supplier From Supplier	Last Updated By A	Last Updated △ 24-Apr-2018 24-Apr-2018	Usage A One-Time One-Time	Update	Delete	Publish to Catal
		Search Note that the search is case ins Title ▶ Show More Search Option Add Attachment Title △ Chamber of Commerce_2011_ EVOSYS_CORPORATE_PRC PSC-NDU-11-769 - Evolutions	Arabic.jpg FILE[1].pdf ry Systems Consultar	oy.pdf	Type △ File File File	Description A	Category From Supplier From Supplier From Supplier	Last Updated By MARIAM.S.ALZAABI MARIAM.S.ALZAABI MARIAM.S.ALZAABI	Last Updated 24-Apr-2018 24-Apr-2018 24-Apr-2018 24-Apr-2018	Usage A One-Time One-Time One-Time	Update 7 7	Delete	Publish to Catal



شـركة نواة للـطاقـة Nawah Energy Company

36. Browse your file and click on **Apply** Button

Seneral	General									
		Orga	nization Name HANVIT Power, Inc.		Та	ax Registration Number				
Company Profile		Su	pplier Number 7870			Taxpayer ID				
Organization			Alias		Cour	ntry of Tax Registration				
		Parent	Supplier Name							
Address Book		Parent Su	pplier Number							
Contact Directory			DUNS Number 000013650							
	Supplier Registration Docum	ents								
Business Classifications										
Destant & Constant	Personalize "Attachments" Personalize "Attachments of associated r	noord"								
Product & Services	Title	Type 🛆	Description		Category 🛆	Last Updated By 🛆	Last Updated 🛆	Usage 🛆	Update	Delet
Banking Details	Certificate of Company Registration	File	Certificate of Business Registration is	ssued by National Tax Service(Republic Of KORE	A) Miscellaneous	GUEST	27-Sep-2017	One-Time	0	Û
Payment & Invoicing	company brochure	File	Brochur of HANVIT Power Inc.		Miscellaneous	GUEST	27-Sep-2017	One-Time	0	Û
Payment & Invoicing Surveys	NDU	File	Non-disclosure undertaking(NDU) Ch	Miscellaneous	GUEST	27-Sep-2017	One-Time	0	Û	
	Statement of compliance	File	Statement of compliance signed by C	Miscellaneous	GUEST	27-Sep-2017	One-Time	0	Û	
	Bank details	File	Bank details of HANVIT Power Inc.	Miscellaneous	GUEST	27-Sep-2017	One-Time	1	前	
	Add Attachment		x							
	Persc Attachment Type File	~								
	Sear Title		00							
	Description		36							
	Description Persc Note		36							
	Description Perso Note Tit Category From Su	oplier 🔽	36							
	Perso Note Tit S S File C:Users	oplier 🔽 Isakshi.pandi	36 ND Browse							
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	Persc Tit Category From Su File C-Users Adorstacement Title Typ	oplier V Isakshi.pandi Cance e Des	30 Browse I Add Another Apply cription Category	Last Updated By	Last Updated Usa	ge Update	Delete	Publish t	Catalog	

37. Confirmation message will appear on the screen. Click on **Close** button.

Company Profile		Org	anization Name	HANVIT Power, Inc.		Tax	Registration Number				
Organization			Alias			Count	ry of Tax Registration				
Ciganization		Parent	Supplier Name								
Address Book		Parent S	upplier Number								
Contact Directory			DUNS Number C	000013850							
Contact Directory	Supplier Registration Doc	uments									
Business Classifications											
Product & Services	Personalize "Attachments" Personalize "Attachments of associat	ed record"									
	Title 🛆	Type 🛆	Description 2	2		Category 🛆	Last Updated By 🛆	Last Updated 🛆	Usage 🛆	Update	Delet
Banking Details	Certificate of Company Registration	File	Certificate of Bu	siness Registration issued	by National Tax Service(Republic Of KOREA)	Miscellaneous	GUEST	27-Sep-2017	One-Time	0	Û
Payment & Invoicing	company brochure	File	Brochur of HAN	VIT Power Inc.		Miscellaneous	GUEST	27-Sep-2017	One-Time	0	Î
Surveys	NDU	File	Non-disclosure undertaking(NDU) Cheklist signed by CEO			Miscellaneous	GUEST	27-Sep-2017	One-Time	0	Û
	Statement of compliance	File	Cistomet of an	maliana airead by CEO	of HANN/IT Researches	Misselleneour	CLIEST	27-Sep-2017	One-Time	0	10
	oratement of compliance	1.116	Statement of co	inpliance signed by CEO C		Histeria recus	00201	ar oup aon			-
	Bank details	File	Bank details of I	HANVIT Power Inc.	A LUMANA LI LANNER HA-	Miscellaneous	GUEST	27-Sep-2017	One-Time	0	Û
	Bank details Personalize "Attachments"	File	Bank details of I	HANVIT Power Inc.		Miscellaneous	GUEST	27-Sep-2017	One-Time	0	Û
	Berk details Personalize "Attachments" Seat Add Attachment Person Confirmation Note	File	Bank details of I	AANVIT Power Inc.	37	Miscellaneous	GUEST	27-Sep-2017	One-Time	0	1
	Bank deals Personalize "Alachments" Seat Add Attachment Confirmation Ti VAT_Centicate bd attachment	File	d successfully.	AANVIT Power Inc.	37	Miscellaneous	GUEST	27-Sep-2017	One-Time	1	1
	Bank details Personalize "Attachments" Sear Add Attachment Perso Confirmation Tit VAT_Certificate.bt attachmer F Sar	File	d successfully.	AANVIT Power Inc.	37	Miscellaneous	GUEST	27-Sep-2017	One-Time	2	
	Benc details Personalize "Attachments" Sear Add Attachment Note Tit VAT_Certificate bt attachment Personalize attachment Adorstancement	File	d successfully.	ANN/T Power Inc.	37	Miscellaneous	GUEST	27-Sep-2017	One-Time	2	
	Bank datals Bank datals Personalize "Alachments" Seat Add Attachment Tat VAT_Certificate bat attachment Advanament Tat VAT_Certificate bat attachment Tat CAT_Certificate bat attachment CAT_Certificate bat attachment CAT_Certificate bat attachment CAT_Certificate bat attachment Tat CAT_Certificate bat Tat CAT_Certificate Tat CAT_Certif	File File t has been adde	d successfully.	Close Category A	Last Updated By △	Missellaneous	Usage A	27-Sep-2017	One-Time Publis	ih to Catal	





To complete your company's Bank details information, click on the **Banking**

3	 To complete your company's Bank details information, click on the Details Link available under Administration Tab. 	Ba	ank	in	g	
	غروب الاقتراك المالية المستعرف الحكي Emirates Nuclear Energy Corporation الحكي ا Supplier Portal	â	\otimes	*	٥	(19)

plier Home Orders Fina	ance Administration		38				
General	General						
Company Profile			Organization Name			Tax Registrati	on Number
			Supplier Number			Country of Tax R	Faxpayer ID Indistration
Organization		Pa	rent Supplier Name			obanti for taxit	
Address Book		Pare	nt Supplier Number				
Contact Directory			DUNS Number				
	Supplier Registration Documents						
Business Classifications							
Product & Services	-	-					
Banking Details	Title	Туре	Description	Category	Last Updated By	Last Updated	Usage
	No results round.						
Payment & Invoicing							
Surveys							
	Fersonalize Automitents						
	Search						
	Personalize "Simple Search" Note that the search is case insensitive						
	Title Go						
	Show More Search Options						
	Personalize "Attachments of associated record"						
	Add Attachment						

39. Click on Create

ة الإمارات للطاقة النووية Emirates Nuclear Energy Cor	مۇسىي poration iSupplier Portal					î Ο	* ‡	(¹⁹)	
Supplier Home Orders Fina	nce Administration								
Profile Management									
General	Banking Details								
Company Profile	View General Accounts V Go								
Organization	Personalize Flow Layout of TIP Date format example: 27-Feb-2019 Respective VGascal Association								
Address Book	Create								
Contact Directory	Details Account Number	IBAN	Currency	Bank Name	Start Date		Status		Approval Statu
Business Classifications		39							
Product & Services									
Banking Details									
Payment & Invoicing									
Surveys									



Barakah One Company PJSC

40. Once you click on **Create**, you will see a new page, which will ask you to provide your company's banking information.

مؤسسة الإمارات للطاقة النووية Emirates Nuclear Energy Corporation iSur	pier Portal	🎓 🛇 ★ 🌣 🥼 Logged in As GE
Administration: Profile Management: Banking Details >		
Create Bank Account		
* Indicates required field		
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شـركـة نـواة للـطـاقـة Nawah Energy Company

41. By default, the selected country is United Arab Emirates. You can change the country if your bank location is outside UAE. To change your company's bank country, click on the **Country** tab and you will be prompted to select a country from a list of countries. In this example, the selected country is United Arab Emirates.

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42. Check "**Account is used for foreign payment**" box if applicable. In this example, this box is unchecked.

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New Supplier Registration Guide

ص.ب. ۱۱۲،۱۰ أبوظبي، الإمارات العربية المتحدة P.O.Box 112010, Abu Dhabi, United Arab Emirates Telephone: +971 2 6595 555 Fax: +971 2 6595 666 www.enec.gov.ae

43. Enter the Bank Name. Click on the search icon located next to **Bank Name** and search for your Bank.

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Administration: Profile Management: Banking Details > Create Bank Account	Cancel Save
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44. Type your bank's name and click **Go.** In this example, selected bank is ADCB.

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* Indicates required field	Search	Caucil Taxa
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شــركـة نـواة للـطـاقـة Nawah Energy Company

شركة براكة الأولى ش.م.خ Barakah One Company PJSC

شـركة نـواة للـطاقـة Nawah Energy Company

45. In case your bank's name is not listed, check the **New Bank** tab and provide the information in the boxes highlighted with yellow color. In this example, it is assumed that the bank is an existing bank.

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Attachments								

46. Enter the Branch Name. Click on the search icon located next to **Branch Name** and search for your bank's Branch.

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Administration: Profile Management: Banking Details > Banking Details > Create Bank Account		Cancel Sev
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Note to Buyer	\bigcirc	





Click Go. In this example, selected branch is Salam.

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	(https://ebs/	dev1.enec.gov.ae	e/?_t=fredRC&enc=WINDOWS-125	68_minWidth+7508_min	Height=550&configName - Inte	ernet Explorer			00	*				
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48. In case your bank's branch name is not listed, check the **New Branch** tab and provide the information in the boxes highlighted with yellow color. In this example, it is assumed that the branch name already exists.

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49. Type the **BIC**

47.

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شـركة نواة للـطـاقـة محمدة براكــة الأولـى ش.م.خ Barakah One Company PJSC Nawah Energy Company



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Bank Account		
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Comments		
Personalize "Comments" Note to Buyer	<	

- 51. Enter the following details and click Save
 - a. Account Number
 - b. IBAN (Mandatory if account is in UAE)
 - c. Account Name
 - d. Currency

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New Supplier Registration Guide





شــركـة نـواة للـطـاقـة Nawah Energy Company

52

52. You will see a new page with the below message. Click on the update icon, next to the recently added bank account

anoral	Co	nfirmation								
Perieral	Ba	nk account 7666798709	has been added to your profile but is i	not approved yet. Ple	ease update the account information	ation and provide all a	attachmer	ts then submit fe	or approval	
ompany Profile	Bank	ing Details							Car	cel Save
Organization	View	General Accounts	Go							
Address Book	@TIP Date format example: 21-Jul-2020									
Contact Directory	Creat	e 💢 2 🖻 🔅 🗸								
Rueinase Classifications	Details	Account Number	IBAN	Currency	Bank Name	Start Date		Status	Approval Status	Updat
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Product & Services	•	7666798709		US Dollar	J.P Morgan Chase Bank	21-Jul-2020	50	New		2
0.11.0.1.1	1									>

53. You can see the list of attachments, which you need to attach to complete your banking details information. Attach all listed attachments by clicking on "**Add**" button, and selecting the correct attachment from your computer

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Attachments Pessosian /Assessing Attachment Attach POA Nare EAB		
Attach Bank letter None Add Attach Company letter None Add		

Note on Attachments:

While attaching the mandatory attachments as per the screenshot above, ensure that:

- a. Attached Power of Attorney (POA) is the same as that which is already uploaded in your Supplier profile. In case the attached POA is different as compared to the POA already uploaded in your Supplier profile, also upload this POA by following the instruction provided in Section 2 A of Registered Supplier Guide.
- b. The Bank Letter must be on your Bank's Letterhead and must be stamped by your Bank. The Bank Letter must include the following information:
 - Account Name
 - Account Number
 - IBAN Number
 - Swift Code
- c. The Company Letter must be on your company's Letterhead and must be signed by the person having the POA. The Company Letter must include the following information:
 - Account Name
 - Account Number
 - IBAN Number
 - Swift Code





54. Once you attach all the documents, click **Submit for Approval** to finish setting up your Bank Account details.

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🔓 Confirmation		
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55. You will get the below message which confirms that you have submitted your request for addition of Bank Account and this request is under review by relevant Enterprise Team.

E	Sank account 7666798709	has been modified. These changes wi	ill be routed to an ad	ministrator for approval.					
Ban	king Details	-			<			Ca	nce <u>l S</u> av
iew gTIP	General Accounts	Go Jul-2020			55				
1 N . 1 M .		Pass -	0	Bank Namo	Start Date		Status	Approval Status	Undat
Detai	ils Account Number	IBAN	Currency	Dalik Name	Start Date				opuu
Detai	0100897008	IBAN AE510211000000100897008	UAE Dirham	Citi Bank	10-Feb-2019	r.	Approved	Approved	2
Detai	ils Account Number 0100897008 7666798709	IBAN AE510211000000100897008	UAE Dirham US Dollar	Citi Bank J.P Morgan Chase Bank	10-Feb-2019 21-Jul-2020	50 50	Approved New	Approved Under verification	/

In case of any problems, the supplier should contact iservices@enec.gov.ae