



RURAL ELECTRIFICATION AUTHORITY

SAP VENDOR DETAILS UPDATE/MODIFICATION FORM

This form MUST be completed by all vendors who have worked with REA in the past whose details appear in the REA SAP system.

Kindly Print, Fill, Scan and submit these requirements to the email address procurement@rea.co.ke . Please note that Yahoo, gmail, Hotmail, Ymail addresses are not allowed

DATE:

ITEM	ENTER NUMBER	ATTACH COPY
Company Domain E-mail	•	
Vendor Name	•	Attach Company Registration Certificate
Physical Address	•	N/A
Postal Address	•	N/A
Postal Code	•	N/A
Company Telephone No.	•	N/A
E-PIN Certificate No.	•	Attach iTAX PIN Certificate
VAT Certificate No.	•	Attach Valid Tax compliance Certificate
Company Directors	•	Attach current CR 12 form for Limited Company
Company Contact Person	•	N/A
Contact Persons Designation	•	N/A
Contact Person's telephone	•	N/A
Contact Person's E-mail address	•	N/A
Vendor Category	<input type="checkbox"/> Local Vendor <input type="checkbox"/> Foreign Vendor	

Prepared By; Name: Signature Designation Director

Company Official Seal/Stamp