



# REGISTRY OF SUPPLIERS Natural Persons

## Pre-Registration Requirements

In accordance with Section 12 of the Procurement Rules as approved by the Board of Directors of the Central Bank of Argentina (BCRA) under Resolution No. 383 dated September 29, 2016, the following information shall be provided for pre-registration with the Registry of Suppliers of the BCRA, in addition to any other requirements that may be enforced from time to time:

I) Full name, birth date, nationality, occupation, legal address and address for service in Argentina, civil status and identity document type and number.

II) Taxpayer Identification Number (CUIT).

III) Email address for notices.

IV) Affidavit stating the proceedings against the National Government, agencies and decentralized bodies and/or the Central Bank, provincial and/or municipal governments, agencies and decentralized bodies.

V) Affidavit stating that the supplier is not included in the assumptions set forth by Section 57 of the Procurement Regulation (ineligibility).

VI) Affidavit stating that the applicant has violated no prohibition and has engaged in no anti-competitive practices set out as under Antitrust Law No. 25,156. Where a local representative before the BCRA has been granted authority to act under multiple powers of attorney, such circumstance shall be stated on the affidavit showing that it raises no conflict of interests. The provisions of that law are further applied to this case.

VII) Affidavit stating that the applicant knows, accepts and voluntarily submits to the Procurement Rules of the Central Bank of Argentina and to the provisions and annexes contained in the General Terms and Conditions.

Affidavits mentioned in paragraphs IV, V, VI and VII above shall be executed by a duly empowered person or officer following the sample form attached as Annex II.

For simplified procurement procedures, only paragraphs I), II) and III) shall be enforced.

Foreign companies shall appoint a duly accredited representative in Argentina for bidding and notification as to selection procedures. Hence, the document shall indicate that such representative is empowered to submit bids, which, if accepted, shall be binding on the company s/he represents.

The applicant shall submit a copy of the appointment letter, which shall be certified by a notary public and authenticated by the Professional Association of Notaries Public. Documents written in a foreign language shall be authenticated by the consulate or hold an apostille as under the Hague Convention of 1961. Additionally, it shall be translated by a certified translator and authenticated by the relevant professional association.



Representatives of foreign companies shall submit a copy of the respective bylaws, along with a list of current authorities, all of which shall be duly authenticated and translated into Spanish.

Any data contained in the documents submitted will be entered in the Registry of Suppliers, and shall be updated whenever a change is informed. Suppliers undertake to update their data, where appropriate, submitting a duly certified affidavit using the sample affidavit attached as Annex III. The failure to update such data shall result in removal from the Registry of Suppliers. Registration shall be valid for two years. Suppliers failing to request renewal of registration shall be removed from the Registry.

Pre-registration application forms shall be submitted at the Suppliers Department (*Atención a Proveedores*), under the Procurement Management office (*Gerencia de Contrataciones*), located at Reconquista 266, 8° Piso (Edificio San Martín), City of Buenos Aires, on banking days, from 10 a.m. to 3 p.m.

So long as no electronic means is in place applicants shall submit Annexes I, II and III along with the required documents, which shall be certified by a notary public. Alternatively, the interested party, an attorney-in-fact or another authorized person may sign the Annexes in the presence of the BCRA's staff at the Registry of Suppliers' office.

Bids shall be submitted along with the relevant evidence of pre-registration with the Registry of Vendors in order to be eligible as under BCRA procurement rules. Final registration may be completed before the potential award of bids.

For more information, call +54 11 4348-3500, ext. 3628, 2419 or 3652, or write to [proveedores@bcra.gob.ar](mailto:proveedores@bcra.gob.ar).



## **ANNEXES**

**ANNEX I – Registration form**

**ANNEX II – Sample affidavit to be executed upon pre-registration**

**ANNEX III – Sample undertaking to update information to be executed upon pre-registration**



# Registry of Suppliers Natural Persons Annex I – Registration Form

REGISTRATION FORM	
REGISTRATION DATE : To be completed by the Procurement Management office only	
BASIC DATA	
Full name:	
Document type and number:	
CUIT / CDI (foreign persons):	
Telephone No.:	
Email:	
PERSONAL DETAILS	
Date of birth	
Nationality	
Sex	Civil status:
Occupation:	
LEGAL ADDRESS	
Address:	
City:	
Province:	
ADDRESS FOR SERVICE IN ARGENTINA	
Address:	
City:	
Province:	

Supplier's or attorney-in-fact signature: \_\_\_\_\_

Last, first and middle names: \_\_\_\_\_

DNI number: \_\_\_\_\_



# Registry of Suppliers Natural Persons Annex II – Affidavit

In Buenos Aires, on this \_\_\_\_ day of \_\_\_\_\_, in the year of 20\_\_\_\_, I STATE UNDER OATH that:

- I am not engaged in any lawsuit against the National State, its bodies or decentralized agencies, and/or against the Bank, provincial and/or municipal governments, their bodies or decentralized agencies. Otherwise, provide details.
- I have neither violated any prohibition nor engaged in any competitive practices as under Antitrust Law No. 25,156.

N.B:

Where a local representative before the BCRA has been granted authority to act under multiple powers of attorney, such circumstance shall be stated on the affidavit showing that it raises no conflict of interests. The provisions of that law are further applied to this case.

- I do not fall within the scope of Section 57 of the Procurement Rules of the Central Bank of Argentina (ineligibility):

SECTION 57 — INELIGIBILITY. No person included below may contract with the Central Bank of Argentina:

a) Natural or legal persons whose contracts with the Bank and the National Public Sector have been unilaterally terminated for cause; b) natural or legal persons that have been suspended or disqualified from the Bank's Registry of Suppliers, for as long as such suspension or disqualification remains in effect; c) natural or legal persons that have prepared any drafts or specifications of the contracts to be entered into by the Bank; except for the cases mentioned in Section 43 of the Procurement Rules of the Central Bank of Argentina; d) employees and officers of the Bank, the National Public Sector and the companies in which the State may have powers to adopt decisions, pursuant to Public Ethics Law No. 25,188; e) persons who are indicted for crimes against property or the National Public Administration, for crimes against public trust, or for crimes contained in the Inter-American Convention Against Corruption; f) persons convicted (by a final, unappealable decision) of an intentional crime, who shall be ineligible for a period equal to twice the length of the sentence; g) natural or legal persons who have failed to comply with their tax- or social security-related obligations, as provided for by the Federal Administration of Public Revenue (*Administración Federal de Ingresos Públicos*, AFIP); h) bidders which, as it transpires from the facts or other objective and plausible circumstances, stem from, are transformed into, merge with or spin off a company ineligible to contract with the National Administration and/or the Bank; i) natural persons who are members of companies ineligible to contract with the National Administration and/or the Bank, or natural persons related up to the second degree of consanguinity or by affinity in the first degree with persons ineligible to contract with the National Administration and/or the Bank; j) bidders who have been imposed any court or administrative sanctions in relation to the subject matter of the contract for abuse of a dominant position, dumping or unfair competition, within THREE (3) years before submission; k) legal persons convicted (by a final, unappealable decision rendered abroad) of international bribe or graft, as under the Organisation for Economic Co-operation and Development (OECD) Convention on Combating Bribery of Foreign Public



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Officials in International Business Transactions, who shall be ineligible over a period equal to twice the length of the sentence; 1) natural or legal persons included in the debarment lists of the World Bank and/or the Inter-American Development Bank for corruption conducts or practices provided for in the OECD Convention on Combating Bribery of Foreign Public Officials in International Business Transactions, who shall be ineligible for as long as such condition persists.

- I know, accept and voluntarily submit to the Procurement Rules of the Central Bank of Argentina and to the provisions and annexes contained in the General Terms and Conditions.

Name: \_\_\_\_\_  
\_\_\_\_\_

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

Supplier's or attorney-in-fact's signature: \_\_\_\_\_

Last name and first name: \_\_\_\_\_

DNI number: \_\_\_\_\_

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



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# Registry of Suppliers Natural Persons Annex III – Undertaking to Update Information

In Buenos Aires, on this \_\_\_\_\_ day of \_\_\_\_\_, in the year of 20\_\_\_\_, I hereby undertake to keep updated for TWO (2) years all such registration data and any documents I have submitted in due course.

Name:

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Address:

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Supplier's or attorney-in-fact's signature: \_\_\_\_\_

Last name and name:

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DNI number:

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Date:

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