

DIEZ Dubai Integrated Economic Zone D365 F&O-Vendor Registration Process



Vendor Registration





Vendor Receives a Request for Registration

Dear Sir/Madam,

Dubai Integrated Economic Zones Authority wishes to add your company to our supplier portal for future Tendering Process

Kindly use the below link to register.

DIEZ Vendor registration

Please filled the online form and attach all required documents to be registered with us.

Pleas complete the process & once completed, please reply to this email admin.affairs@diez.ae

Regards,



Vendor registration portal – Organization Details

	Know Your Suppliers Form			Step 1 of 5
Organization Details >	Company Name (As per Trade License)*		Vendor Cotegory *	~
Contact Details				
Trade License Activity	Choose Country* Select Country	Number of Employees*	Estimated Turnover Estimated Turnover	~
Work Experience				
Organization Certificates	Years of Operation *		Website	
Organization Documents				
	VAT Registered	TRN Number*	Trade License Number*	
Note: If company is not VAT registered, please uncheck the same.		Tiode License Issued In*	~	
	Trode License Issued By*		↓ Line of Business*	~
	SME Certificate Expiry Date		Business Commence Date*	

Note : All fields with a Red Asterisk symbol (*) next to it are mandatory to be filled in, once updated, click on next to proceed.

Organization type



Vendor Registration Portal – Contact details

DEZ Dubasi Integratina Economic Zones Carciani Ruselazi I dankai Vico	Know Yo	Know Your Suppliers Form	
Organization Details Contact Details	Primary Contact Details First Name*	Middle Name/Father's Name	
Trade License Activity			
Work Experience	Last Name*	Email *	
Organization Certificates	Phone *		
Organization Documents			
	Designation*	Contact Type* Contact Type	~
	Secondary Contact Details	Middle Name/Father's Name	
	Last Name*	Email *	
	Phone *		

Note : All fields with a Red Asterisk symbol (*) next to it are mandatory to be filled in, once updated, click on next to proceed.



Vendor Registration portal – Trade License Activity Update

Organization Details	Note: For multiple category selection - Press and hold CTRL + click. Trade License Activity * Trade License Activity Shortlisted	
Contact Details	Trade License Activity Bleaching Products Monufacturing ممتاعة بواد تبييش الدساي (Cosmetics Monufacturing ممتاعة مستعضرات التجار	
Trade License Activity >	متاهة استعضرات الغاية برالأستان مستاهة الكهاريات معادي المالي Fire Extinguishing Materials Manufacturing مستاهة الإماريات	
Work Experience	Construction Chemicals Monufocturing کارانی لیان میکند. Oilfield Chemicals Monufocturing کیدی یک این اللغ میلین میکند. Coolonts Monufocturing کاری الاست میکند و الاست المیکند اللغ اللغ اللغ اللغ اللغ اللغ اللغ الل	
Organization Certificates	Candles Monufacturing مستعقد الشرع العمال المعالي المعالي المعالي المعالي المعالي المعالي المعالي والتعالي	
Organization Documents	Water Treatment Chemicals Blending & Manufacturing للمعادية في معلجة أهب درتقيتها Solt Cubes Manufacturing معانة مكميات المتحدمة في معلجة أهب درتقيتها Solt Cubes Manufacturing مستاهة مكميات المتحدمة في معلجة أسباء متعامة مكميات المناح Solt Cubes Manufacturing معانة مكميات المناح Solt Cubes Manufacturing معانة مكميات المناح Solt Cubes Manufacturing أن الاخترات ومتجاد المعانة المعان المعاني معالم المعام المعام المعام المعام	
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	Prev	NEXT

Note : All fields with a Red Asterisk symbol (*) next to it are mandatory to be filled in, once updated, click on next to proceed.

Vendor Registration Portal – Add Work experience Details



		Know Your Suppliers Form	Step 3 of 5
	Minimum of 2 work experience must be provided		
Organization Details	Experience 1		
Contact Details			
Trade License Activity	Project Name*	Company Name*	Project Duration
Work Experience >			
Organization Certificates	Project Budget	Project Description	Contact Person*
Organization Documents			
	Contact Designation	Contact Phone*	Contact Email*
	Experience 2		
	Project Name*	Company Name*	Project Duration
	Project Budget	Project Description	Contact Person*
	Contact Designation	Contact Phone*	Contact Email*
	Prev		NEXT

Note : All fields with a Red Asterisk symbol (*) next to it are mandatory to be filled in, once updated, click on next to proceed.

Vendor Registration portal – Upload Certificates and Documents



	Know Your Suppliers Form			Step 5 o	
Organization Details	JPEG.PNG.PDF formats only				
Contact Details	Doc Name	Valid from	Volid to	Document	
	Company Profile*	dd/mm/yyyy	dd/mm/yyyyy		Choose File No file chosen
Trade License Activity	Trade License*	dd/mm/yyyyy	dd/mm/yyyy		Choose File No file chosen
Work Experience	VAT Certificate*	dd/mm/yyyy	dd/mm/yyyy		Choose File No file chosen
Organization Documents >	Memorandum of Association	dd/mm/yyyy	dd/mm/yyyy		Choose File No file chosen
	Financial Statement	dd/mm/yyyy	dd/mm/yyyy		Choose File No file chosen
	Articles of Association	dd/mm/yyyy	dd/mm/yyyy		Choose File No file chosen
	Bank Letter	dd/mm/yyyy	dd/mm/yyyy		Choose File No file chosen
	Please Note: 1. All the Data/Documents marked with a red asterick symbol (*) next to it are mandatory to be uploaded/filled in prior to submission. 2. We do advice to update any other documents as well which may not be tagged mandatory but available for reference. 2. Ensure to Upload the Latest Trade Licence documents and ensure that the Trade License activities selected are in accord with the trade license Document being attached.				



Thank you for your Collaboration