



**NCDMB/NEXIM WOMEN IN OIL AND GAS INTERVENTION FUND
CHECKLIST/QUESTIONNAIRE**

IMPORTANT NOTICE:

This Checklist / Questionnaire is designed to serve as a pre-application and pre-qualification guide to women engaged in Oil and Gas related activities.

S/N	ENQUIRY	RESPONSES	YES / No	COMMENTS
1.	Name of Applicant			
2.	Purpose of Facility			
3.	Amount			
4.	Are you a Start-Up or an Existing Business?			
5.	What is the % share of women ownership of your Company?			
6.	What is the % ratio of women in the Management position of your Company? Please provide Notarised Statement on your Company's management profile			
7.	Is the CEO of your company a woman?			
8.	Do you have DPR Permit to Operate as an Oil Industry Service Provider? (if Yes, provide number/details)			
9.	Do you have NOGICDJQS Permit /License/ Registration to operate in the Oil & Gas Industry? (if Yes, provide number/details)			
10.	Do you have NIPEX Permit /License/ Registration to operate in the Oil & Gas Industry? (if Yes, provide number/details)			
11.	Have you ever executed contract for/with an Oil Industry company in Nigeria?			
12.	If the answer to item 13 is Yes, state applicable details, value(s) and date(s)			



S/N	ENQUIRY	RESPONSES	YES / No	COMMENTS
13.	Do you have a running/subsisting contract with an International Oil Company (IOC) or major Nigerian Oil Company (NOC)?			
14.	What realistic risks do you foresee impacting the execution of your existing Contract? Please itemise them with suggestions on possible mitigants			
15.	a. Do you have Audited Accounts and latest Management Account, where the last audited account is more than 3 months old? please provide most recent management accounts? b. If you are a start-up, please provide a statement of affairs			
16.	Do you have a Tax Identification Number? If Yes, provide details			
17.	Do you have existing/running loan facility with Bank(s)? If yes, how much and state the collaterals pledged?			
18.	Do you have Bank reference(s) in support of business operations and your application request?			
19.	Do you have a domiciliation of proceeds arrangements on your current contracts with IOCs / NOCs?			
20.	List of Bankers and BVN of Directors of Company			

BASIC DOCUMENTATION CHECKLIST

- Incorporation documents
- TIN Certificate
- BVN of Directors of applicant company
- Contract(s) executed with IOC/NOC
- Certified Invoice(s) to be supported with payment domiciliation
- Permit/Association and/or Professional Membership Certificate
- Latest Audited Account (3 years audited account for medium term facility) OR Statement of Affairs (in the case of a start-up)
- Others, as may be deemed necessary/applicable



For further information please contact:

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