

**GOODS (MATERIALS) SUPPLIER REGISTER  
CODELCO CHILE**

**PATH TO ENTER THE CODELCO CHILE WEB SITE**

1. [www.codelco.cl](http://www.codelco.cl)
2. Suppliers - Inquire

**REGISTER OF GOODS (MATERIALS) SUPPLIERS  
(For suppliers who invoice less than US\$ 300,000 annually)  
(Sales of products, equipment, supplies, parts.)**

Address: San Crescente 81, Piso 6, Las Condes, Santiago  
Phone: (56) 2 5508461  
Web site: [www.quadrem.cl](http://www.quadrem.cl)  
E-mail: [eoyar002@contratistas.codelco.cl](mailto:eoyar002@contratistas.codelco.cl)  
Contact: Ema Oyarce N.

***Business hours: Monday-Friday from 9.30 a.m. to 12.30 p.m.***

**REGISTER OF SUPPLIERS OF GOODS (MATERIALS)  
(whose invoicing is over US\$ 300,000 annually) AND SERVICES  
(CONTRACTORS)**

(Sales of engineering, consulting, training, maintenance services, etc.)

**AQUILES CHILE S.P.A.**

Address: Av. El Bosque Norte N° 0110, Piso 5, Las Condes, Santiago  
Phone: (56) 2 5859600, option 1  
Web site: [www.achilles.com/chile](http://www.achilles.com/chile)

E-mail: [regic.chile@achilles.com](mailto:regic.chile@achilles.com)  
Contacts: Orlando Maciel

***Business hours: Monday-Friday, from 8.30 a.m. to 6.30 p.m.***

## **REQUIREMENTS FOR REGISTERING AS A FOREIGN MATERIAL GOODS SUPPLIER**

### **1. Foreign Supplier Registration**

- a) Fully complete the Registration Form for the Foreign Goods (Materials) Supplier Register.
- b) Provide proof of annual sales with a copy of the most recent company balance sheet, annual report or financial statements.
- c) Identify your six largest clients, indicating the annual sales amount in US dollars.
- d) Provide documentation that shows that the company is willing to submit to testing or quality control of the products it offers.
- e) Provide documentation that indicates that the company would welcome a visit from Codelco-Chile personnel.

### **2. Registration of Foreign Supplier with Representative or Agency in Chile**

#### **2.1 Foreign Company**

- a) Fully complete the Registration Form for the Foreign Goods (Materials) Supplier Register
- b) Provide proof of annual sales with a copy of the most recent company balance sheet, annual report or financial statements.
- c) Identify your six largest clients, indicating the annual sales amount in US dollars.
- d) Provide documentation that shows that the company is willing to submit to testing or quality control of the products it offers.
- e) Provide documentation that indicates that the company would welcome a visit from Codelco-Chile personnel.
- f) Present a certificate that accredits the quality of the official representative or agency of a manufacturer or Foreign Dealer. This document must be up to date and must indicate the legal name of both companies, the company ID number of the Chilean company and the Federal Tax ID of the foreign company. This certificate must be issued in the Foreign Provider's Country and it must be notarized and subsequently formally registered with the Chilean Consulate nearest to the Supplier.

#### **2.2 Domestic Company (legal entity and individual)**

- a) Fully complete the registration form for Codelco Chile's domestic material goods supplier register.
- b) For companies which are legally registered, present documentation demonstrating the company's legal formation, with all legal modifications, extracts and publications. In the case of an individual, he or she must present a certificate of start of activities issued by Chile's Internal Revenue Service (Servicios de Impuestos Internos, or SII). This must be duly notarized.
- c) Notarized photocopy of Taxpayer ID Number card.
- d) Dicom plus Report.
- e) Income declaration for most recent period.
- f) Notarized document showing ownership of the company (indicating the principal company partners). (APPENDIX 1) (only to be completed by legally formed companies).
- g) Simple Sworn Declaration regarding Relationship with Codelco personnel. (APPENDIX 2). (only to be completed by legally formed companies)
- h) Simple Sworn Declaration regarding Relationship with Codelco personnel. (APPENDIX 3). (only to be completed by an individually owned company)
- i) Simple Sworn Declaration regarding the Relationship between Companies. (APPENDIX 4).

**Note:** If the Chilean Representative Company or Agency is already registered in the Codelco Supplier Register, only the company information should be filled in (Page 4), without the additional documentation requested for Domestic Companies.

Name and signature of the legal representative

## REGISTRATION FORM FOR FOREIGN GOODS (MATERIALS) SUPPLIERS REGISTER CODELCO CHILE

Division or divisions to be supplied (Mark each with X)

<input type="checkbox"/> Chuquicamata	<input type="checkbox"/> Salvador	<input type="checkbox"/> Head Office	<input type="checkbox"/> Ventanas
<input type="checkbox"/> Radomiro Tomic	<input type="checkbox"/> Andina	<input type="checkbox"/> El Teniente	Internal Use <input type="checkbox"/>

TAX ID NUMBER	BUSINESS NAME	
LEGAL NAME		
ADDRESS		CITY
REGION, STATE OR PROVINCE	POSTAL CODE	
COUNTRY	PO BOX	E-MAIL
CODE (COUNTRY - AREA)	PHONE 1 2	FAX 1
		FAX 2

CONTACT	POSITIO
EXECUTIVE 1	POSITION
EXECUTIVE 2	POSITION
RANK	ACCOUNT
SWIFT - ABA CODE	

**All of the information requested must be provided, both in the form and the documentation.  
The omission of any information or document requested may be cause for rejection of the registration.**

### INTERNAL USE

CATEGORY	HISTORIC REQUISITES
A	Provides Material classified as Essential, High Risk or Important
B	Annual sales to Codelco higher than US\$ 100,000 or total sales higher than US\$ 1,000,000.
C	Neither A nor B

### GENERAL INFORMATION (required for all categories)

Category

Type

FN: DOMESTIC MANUFACTURER  
 DN: DOMESTIC DISTRIBUTOR  
 FE: FOREIGN MANUFACTURER  
 DE: FOREIGN DEALER

**INFORMATION ABOUT COMMERCIAL AGENT IN CHILE (IF APPLICABLE)**

ID #		BUSINESS NAME										
LEGAL NAME												
MAIN ADDRESS												
CITY		MUNICIPALITY		REGION								
COUNTRY		E-MAIL										
AREA CODE(S)		PHONES			FAX 1							
		1	2		FAX 2							
CONTACT											POSITION	
EXECUTIVE 1											POSITION	
EXECUTIVE 2											POSITION	
BANK											ACCOUNT	
Division or divisions to be supplied (Mark each with X)												
<input type="checkbox"/>	Chuquicamata	<input type="checkbox"/>	Salvador	<input type="checkbox"/>	Head Office	<input type="checkbox"/>	Ventanas					
<input type="checkbox"/>	Radomiro Tomic	<input type="checkbox"/>	Andina	<input type="checkbox"/>	El Teniente	Internal use						

ID #		BUSINESS NAME										
LEGAL NAME												
MAIN ADDRESS												
CITY		MUNICIPALITY		REGION								
COUNTRY		E-MAIL										
AREA CODE(S)		PHONES			FAX 1							
		1	2		FAX 2							
CONTACT											POSITION	
EXECUTIVE 1											POSITION	
EXECUTIVE 2											POSITION	
BANK											ACCOUNT	
Division or divisions to be supplied (Mark each with X)												
<input type="checkbox"/>	Chuquicamata	<input type="checkbox"/>	Salvador	<input type="checkbox"/>	Head Office	<input type="checkbox"/>	Ventanas					
<input type="checkbox"/>	Radomiro Tomic	<input type="checkbox"/>	Andina	<input type="checkbox"/>	El Teniente	Internal use						

**INDICATE THE AREAS TO BE SUPPLIED**

(Internal Use Only)

Specify Types, Brands, Models of related items

1	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
2	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
3	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
4	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
5	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
6	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
7	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
8	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
9	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
10	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
11	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
12	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
13	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
14	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
15	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
16	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
17	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
18	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
19	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
20	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
21	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
22	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
23	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
24	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
25	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	

**CHILEAN REPRESENTATIVE OR AGENCY**

(Complete only if the Chilean representative or agency  
**IS NOT** registered in the  
Codelco Chile Supplier Register)

**APPENDIX 1: COMPANY OWNERSHIP**

COMPANY		ADDRESS	
ID #		PHONE	
BUSINESS NAME		FAX	
LEGAL		E-MAIL	
LEGAL REP'S ID #		CONTACT NAME	
		CONTACT E-MAIL	

LEVEL 1: OWNERS (PARTNERS OR SHAREHOLDERS)			LEVEL 2: SUBDIVISION OF LEVEL 1			LEVEL 3: SUBDIVISION OF LEVEL 2		
COMPANY PARTNERS	ID #	SHARE %	MEMBER PARTNERS LEVEL 1 COMPANY	ID #	SHARE %	MEMBER PARTNERS COMPANY 2	ID #	SHARE %

NAME OF LEGAL REPRESENTATIVE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_ NOTARY SIGNATURE AND STAMP: \_\_\_\_\_

**APPENDIX 2**

**SIMPLE SWORN DECLARATION  
REGARDING RELATIONSHIPS WITH CODELCO PERSONNEL  
(For applicants which are legal entities)**

I, \_\_\_\_\_ ID No. \_\_\_\_\_, as the legal representative of the company \_\_\_\_\_, ID No. \_\_\_\_\_, without Codelco Chile incurring any liability, and for the purposes of complying with its rules regarding related activities, do hereby declare what is stated in the following letters a) – b) (cross out whichever is not applicable).

*a)* I hereby declare that this company does not have any ownership and/or management ties that involve Directors, the Chief Executive Officer or any other persons who currently work at Codelco, nor their children or spouses.

*b)* I hereby declare that this company does have ownership and/or management ties to Mr./Ms. \_\_\_\_\_ who holds the position of \_\_\_\_\_. The cited ownership relationship is established by his/her, his/her child's or his/her spouse's share (cross out whichever does not apply) which totals \_\_\_\_% of capital. The nature of the management relationship is (describe the relevant relationship of the person concerned, his or her spouse or child, as applicable)

DATE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_



**APPENDIX 3**

**SIMPLE SWORN DECLARATION  
REGARDING RELATIONSHIPS WITH CODELCO PERSONNEL  
(For individual applicants)**

I, \_\_\_\_\_ ID No. \_\_\_\_\_, without Codelco Chile incurring any liability, and for the purposes of complying with its rules regarding related activities, which I am aware of, do hereby declare what is stated in the following letters a) – b) (cross out whichever is not applicable).

c) I am not related to any Directors, the Chief Executive Officer or other persons who work at Codelco, nor do I have any relationship with them via companies in which said persons have an ownership or management interest, including through kinship or companies, nor do my children (whatever their status) or spouse.

d) I am related to Mr./Ms. \_\_\_\_\_, who currently holds the position of \_\_\_\_\_, due to my status as parent, child, brother or sister, spouse (cross out those items which are not applicable).

e) I am directly related, and/or through my parent, spouse, child, brother or sister, (cross out whatever is not applicable) with Mr./Ms. \_\_\_\_\_, who at Codelco holds the position of \_\_\_\_\_, due to an interest in the ownership / management (cross out whatever is not applicable) of \_\_\_\_\_ company.

DATE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

**APPENDIX 4**

**SIMPLE SWORN DECLARATION  
REGARDING RELATIONSHIPS BETWEEN  
GOODS (MATERIALS) SUPPLY COMPANIES**

I \_\_\_\_\_ ID No. \_\_\_\_\_, as the legal representative of the company \_\_\_\_\_ Rut No. \_\_\_\_\_, without Codelco Chile incurring any liability, do hereby declare what is stated in the following letters a) – b) (cross out whichever is not applicable).

*a)* I hereby declare that there are no ownership, management, association, or subcontracting relationships between owners, directors, executives and other persons from our company with any other company currently registered in the Codelco Chile Material Goods Supplier Registry.

*b)* I hereby declare that this company does have ownership, management, association or subcontracting relationships with \_\_\_\_\_ company, ID No. \_\_\_\_\_:

- The ownership relationship is established because Mr./Ms. \_\_\_\_\_, owns \_\_\_\_\_% of the company's equity.
- The management relationship is established because Mr./Ms. \_\_\_\_\_, currently holds the position of \_\_\_\_\_ with the company.
- The association/subcontracting relationship is established by contract(s) with \_\_\_\_\_.

DATE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_