

## **Process for Supplier Verification**

1. Log into NipeX website- [www.nipex-ng.com](http://www.nipex-ng.com)
2. Download and prints 3<sup>rd</sup> Party Supplier Verification service form the downloads tab
3. Send scanned copy of the application form to [customersupport@nipex.com.ng](mailto:customersupport@nipex.com.ng)
4. NipeX reviews the application to ascertain compliance
5. If compliant, invoice will be sent to customer for payment
6. Send proof of payment to NipeX email
7. On confirmation of payment, NipeX issues receipt
8. Details as requested will be released to customer

***The price is N25,000 per request (maximum of 5 suppliers per request)***

***N.B This service is based on consent of the relevant Suppliers***

***\* Only forms with acknowledged T & C will be processed.***