

Supplier Request Form

How to complete the form

Manual

February 2013



Supplier View

Supplier has to insert the ordering address, for US supplier the W9 Form address.

Name	<input type="text"/>		
Street	<input type="text"/>	No.	<input type="text"/>
Postcode	<input type="text"/>	City	<input type="text"/>
Country	<input type="text"/>	Code	<input type="text"/>
VAT registration no.	<input type="text"/>		Region
DUNS number	<input type="text"/>		Tax number
			<input type="text"/>

Region is only mandatory for the US.

VAT registration number is the VAT identification number inside the European Union. It is the intercommunity number.

DUNS is a system that assigns a unique numeric identifier, referred to as a "DUNS number" to a single business entity.

Tax number is the VAT identification number inside the country of the vendor.

Please fill the Order Address below if different from Invoice Address above

Name	<input type="text"/>		
Street	<input type="text"/>	No.	<input type="text"/>
Postcode	<input type="text"/>	City	<input type="text"/>
Country	<input type="text"/>	Code	<input type="text"/>
Will the goods be delivered by you or other party?			
	<input type="text"/>		
Do you deliver materials or services with QMS Code CQI, CQS, CQT?			
	<input type="text"/>		
<small>(Please contact IFX contact person to explain to you if you deliver such materials and services)</small>			
<small>If yes please complete as well eQuestionnaire Form under the link:</small>			
http://www.infineon.com/cms/en/corporate/company/procurement-logistics/online-supplier-registration.html			
Subject to withholding tax?			<input type="text" value="Yes"/>
Exempt?			<input type="text" value="Yes"/>
Certificate number	<input type="text"/>	Valid until	<input type="text"/>

Other party can be a sub-contractor or other invoice party.

If the answer to "Subject to withholding tax" is yes and the answer to exempt is yes, the supplier has to include the certificate number and valid until.

Supplier View

Contact Person at Infineon (Infineon name)	
Name	<input type="text"/>
E-mail	<input type="text"/>
Telephone	<input type="text"/>
Purchasing Department contact?	<input type="checkbox"/>
Location	<input type="text"/>

Please write the name of the Infineon Contact Person.

Payment currency	<input type="text"/>	Currency zone	<input type="text"/>
Bank name	<input type="text"/>		
Country	<input type="text"/>	Code	<input type="text"/>
City	<input type="text"/>		
Street	<input type="text"/>		
Branch	<input type="text"/>		
IBAN	<input type="text"/>		
Account number	<input type="text"/>		
Bank key	<input type="text"/>		
Swift code	<input type="text"/>		

If the red mandatory fields e.g. IBAN Number are not applicable, the supplier has still to fill out the field and write "Not applicable".



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