 

**NATIONAL COUNCIL FOR PERSONS WITH DISABILITIES**

**CHECKLIST OF DOCUMENTS TO SUBMIT FOR LPO FINANCING**

1. **Duly completed LPO Financing Application Form**
2. **Copy of LPO/LSO/letter of award of contract to be financed**
3. **Original letter by the procuring entity undertaking to pay the proceed of the LPO/LSO/contract through NCPWD Account**
4. **Copy of certificate of incorporation/registration**
5. **Copy of certificate of registration for AGPO by The National Treasury**
6. **Copy of PIN certificate from Kenya Revenue Authority**
7. **Copy of valid certificate of tax compliance/exemption**
8. **Copy of certificate of registration and categorization for construction companies from National Construction Authority**
9. **Copy of valid CR12 for limited companies**
10. **Resolution to borrow for Limited Company, partnerships detailing amount, purpose and payment period (must be sealed & signed by all directors/partners)**
11. **Duly filled customer bank account details form**
12. **Copy of National Identity card**
13. **Copy of Disability Registration card**