



Mexico's Industry Suppliers Chain

The guide for product and service purchases in Mexico



BUSINESS REGISTRATION GUIDE FOR THE MEXICO'S INDUSTRY SUPPLIERS CHAIN

In this guide, we will help you have a better understanding of the registration process of your company, as well as the information you are required to fill in and this way be able to access the required departments so it can be faster. Remember that the more accurate the information is the greater the benefits and results that CAPIM offers will be.

The questionnaire consists of 4 steps:

1. Company General Information
2. Productive Capabilities of the Company
3. Provision Necessities
4. Products/Services Categories

The steps, however, will be presented depending on the registration you choose:

Type of Company	Step 1	Step 2	Step 3	Step 4
IMMEX belonging to the end industry, no supplier	Yes	No	Yes	Yes
IMMEX that can supply to other IMMEX	Yes	Yes	Yes	Yes
Industry Supplier	Yes	Yes	No	Yes



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STEP 1 of 3. Basic Registration Form

Company

Please fill in the general information of your company.

Company type *

Corporate name (Razón social) *

Commercial name *

Fiscal ID (R.F.C.) *

Street *

Exterior No. *

Internal No.

District *

Zipcode *

State *

City *

The questionnaire includes support by giving examples of how to fill out the information.

Only the fields with (*) are required.

The system will guide you through the questionnaire.

STEP 1: COMPANY GENERAL INFORMATION

In this section, general information will be requested:

- Business Name □ Address □ R.F.C.
- Telephone Number
- Company Size
- Main Clients
- Certifications
- Others

There will also be company contact information required (person in charge of fill out the CAPIM registration form) a valid email address is necessary to receive CAPIM information.



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You will need to specify if your company operates from a shelter or an industrial park, in case the answer is affirmative you must specify to which it belongs in case it is not already on the list.

If your company is a type of industry supplier or IMMEX which can also be a supplier, you will be required to select the sectors of production your company belongs to.

NOTE: This part is very important because they depend on the Step 2. Remember that the more precise the information you provide, the better CAPIM will be able to provide results and benefits.

After you finish the registration form a username with a password will be created that will allow you to continue with the form in case it is interrupted for any reason during the process and allowing you to continue from the last section you successfully completed. It will also allow you after finishing the form to review the information as well as edit any changes in the future.

STEP 2: PRODUCTIVE CAPABILITIES OF THE COMPANY

This step includes as many sectors as sections that might have been chosen in step 1. The information requested varies between each sector but is composed generally of:

- Supplies
- Quality Certifications
- Equipment and Machinery
- Fabricated Systems and Components
- Company Developed Processes
- Materials Used
- Offered Services
- Other



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STEP 2. Production capabilities of the Other Industrial Processes Sector

Inputs

Fields marked with * are required.

List the main raw materials used in your processes:

Raw material *

(describe)

Add other raw material

Percentage of value of purchases corresponding to imported inputs *

- Percentage - ▾

Next

At the end of the first sector a list of the products and produced services of the sector will be solicited and you will be able to add images of the products if desired.

Products/Services of the Other Industrial Processes sector

Description of products/services you offer.

Description in Spanish *

ej. Reparación de maquinas pesadas

Description in English *

e.g. Heavy equipment repair

Add



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After adding the products you will continue with the second sector chosen and the process is repeated until all sectors are finished. If necessary, you will continue with step 3, in case you are an industry supplier you will be finished with the form.

STEP 3: PROVISION NECESSITIES

In this third and final step the supply needs will be requested based on the information of the product as well as the supplier. The information requested is the following:

Product:

- Product or Componente Desired
- Material Used
- Technical Specification
- Approx. Weight of the Item
- Approx. Size of the Item
- Number of Items per Year
- Project Duration
- Equipment Used

Supplier:

- Range of Sales per Year
- Equipment of Quality Control
- Quality Certifications
- Suppliers Location
- Secondary Processes

This section is repeated as many times as needed by the companies needs for suppliers. After finishing the form the registration part ends.



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STEP 4: PRODUCTS/SERVICES CATEGORIES

In the final and easiest step you must simply select one or more categories (showed in the list) that represent the products and or services your company offers..

Finally...

Product/service category

If you had to choose a category to represent the products or services your company offers, which would it be?
Note: This is how they'll appear in the section of the catalog.

(Choose one or more) *

- Accounting
- Adhesives
- Aerospace
- Air Conditioning and Heating
- Assembly
- Audio and Video production
- Auditors
- Auto-adhesive and Special Labels
- Automotive
- Blacksmith and Metal Structures
- Calibration
- Chambers and Associations
- Chemical Industry
- Cleaning Services
- CNC Machining
- Compressors
- Computer Equipment and Accessories
- Construction
- Control and Automation
- Conventional Machining

In case of not finding your category, select the closest one and suggest a category

(optional)

Register

For any questions please email us at informacion@capim.com.mx and we will gladly assist you.