**REFRENDO AL PADRÓN DE PROVEEDORES Y/O CONTRATISTAS DEL MUNICIPIO DE RAMOS ARIZPE, COAHUILA DE ZARAGOZA**

**2025-2027**

**PERSONA MORAL**

Los interesados en continuar siendo proveedores y/o contratistas del Municipio deberán presentar la siguiente información:

1.- Solicitud de refrendo al Padrón de Proveedores (formato anexo)

2.- Balance General y Estado de Resultados del año inmediato anterior. debidamente firmado por el Contador y el Representante Legal. Anexar copia de la cédula profesional del Contador. (formato anexo) Declaración fiscal del último ejercicio, así como el último pago de impuestos.

3.- Constancia de situación fiscal emitida con una antigüedad no mayor a 30 días de la fecha de solicitud del refrendo.

4.-Opinión de cumplimiento de obligaciones fiscales positiva emitida con una antigüedad no mayor a 30 días de la fecha de solicitud del refrendo.

5.- Comprobante de domicilio con una antigüedad no mayor a dos meses de la fecha de solicitud de refrendo en dado caso de cambio de domicilio.

6.- En caso de que las personas morales hayan sufrido alguna modificación a su Acta Constitutiva o hayan cambiado de representante legal deberá además presentar:

\* Copia de la última modificación del Acta Constitutiva y/o otorgamiento de poderes

\* Identificación de nuevo Representante Legal.

7.- Georreferenciación del domicilio fiscal y agregar fotografías de las instalaciones. (Esto en caso de haber cambiado de domicilio con respecto el ejercicio anterior).

8.- El costo del refrendo es de $ 710.00

9.- Cédula del IMSS y último pago de cuotas.

10.- La vigencia del refrendo en el Padrón de Proveedores será de un año calendario a partir del refrendo.

11.- La papelería anterior deberá presentarse en fólder rojo.

NOTA: EN CASO DE NO TENER EL MISMO DOMICILIO FISCAL QUE EL COMERCIAL PRESENTAR CARTA ACLARATORIA ASI COMO COMPROBANTES DE AMBOS DOMICILIOS.

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| **SOLICITUD DE INSCRIPCION Y CERTIFICADO DE APTITUD DE PROVEEDORES Y CONTRATISTAS** |

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| INSCRIPCION |  | REFRENDO |  |  | SUMINISTROS |  | FECHA DE SOLICITUD |  |  |  |  |  |  |
| PROVEEDOR |  | CONTRATISTA |  |  | SERVICIOS |  |  | DIA MES AÑO | | | | | |

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| DATOS GENERALES | |
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| 1. NOMBRE O RAZON SOCIAL |  |
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| 2. NOMBRE COMERCIAL |  |

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| 3. DOMICILIO |  |  |  |  |  |  |  |
|  | CALLE |  | NUMERO |  | INT. |  | COLONIA |

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| 4. ESPECIALIDAD O GIRO | |
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| MUNICIPIO O DELEGACION |  |  | ESTADO |  | CODIGO POSTAL |

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| 5. DURACION DE |  |  |  | INICIO DE |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| LA SOCIEDAD |  |  |  | OPERACIONES | DIA | | AÑO | | MES | |  | LADA | | |  | TELEFONO | | | | | | | |

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| 6. REGISTROS |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | R.F.C. | | | | | | | | | | | | |  |  | TELEFONO | | | | | | | |  |  |

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|  | No. REG. PATRONAL I.M.S.S. | | | | | | | | | | |  | No. DE EXPEDIENTE INFONAVIT | | | | | | | | | | |

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|  | No. DE REGISTRO A CAMARA | | | | | | | | | | |  |  |  |  |  |  |  |  |  |  |  |  |

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| 7 REP. LEGAL |  |  |  |
|  | NOMBRE COMPLETO |  | CARGO ACREDITADO DENTRO DE LA EMPRESA |

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| DATOS DE LA ULTIMA ASAMBLEA | | | | | | |
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| FECHA DE ESCRITURA |  |  | NOMBRE DE LOS SOCIOS MAYORISTAS ACTUALES |  | NUMERO DE ESCRITURA |  |
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| R.F.C. | | | APELLIDO PATERNO/ APELLIDO MATERNO/ NOMBRE (S) | | TOTAL DE ACCIONES | |

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ESCRITURA No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DE FECHA:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

BAJO PROTESTA DE DECIR VERDAD, MANIFESTAMOS QUE LOS DATOS CONTENIDOS EN LA PRESENTE SOLICITUD DE REGISTRO Y SUS ANEXOS, SON VERIDICOS Y AUTORIZAMOS EXPRESAMENTE A LA CONTRALORÍA MUNICIPAL PARA SU VERIFICACIÓN EN CUALQUIER TIEMPO.

CORREO ELECTRONICO \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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FIRMA DEL REPRESENTANTE LEGAL

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FIRMA DEL REPRESENTANTE LEGAL

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FIRMA DEL REPRESENTANTE LEGAL

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| PADRON | | | |
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| NOMBRE O RAZON SOCIAL |  | | |
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| INFORMACIÓN CONTABLE | | | |

**BALANCE GENERAL**

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| **ACTIVO** | | |  | **PASIVO** | | |
| **CIRCULANTE** |  | **PARCIAL AL \_\_\_\_\_\_\_** |  | **CIRCULANTE** |  |  |
|  |  |  |  |  |  |  |
| CAJA Y BANCOS |  |  |  | PROVEEDORES |  |  |
|  |  |  |  |  |  |  |
| CUENTAS Y DOCUMENTOS POR COBRAR |  |  |  | ACREEDORES DIVERSOS |  |  |
|  |  |  |  |  |  |  |
| INVENTARIOS |  |  |  | PRESTAMOS BANCARIOS |  |  |
|  |  |  |  |  |  |  |
| IMPUESTOS POR RECUPERAR |  |  |  | IMPUESTOS POR PAGAR |  |  |
|  |  |  |  |  |  |  |
| OTROS ACTIVOS CIRCULANTES |  |  |  | OTROS PASIVOS CIRCULANTES |  |  |
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| **SUMA DE ACTIVO CIRCULANTE** |  |  |  | SUMA DE PASIVOS CIRCULANTE |  |  |

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| **FIJO** |  |  |  | **LARGO PLAZO** |  |  |
|  |  |  |  |  |  |  |
| EQUIPO DE CONSTRUCCION |  |  |  | CUENTAS Y DCTOS POR PAGAR |  |  |
|  |  |  |  |  |  |  |
| EQUIPO DE TRANSPORTE |  |  |  | PRESTAMOS BANCARIOS |  |  |
|  |  |  |  |  |  |  |
| MAQUINARIA Y EQUIPO DE OFICINA |  |  |  | OTROS PASIVOS |  |  |
|  |  |  |  |  |  |  |
| EQUIPO DE COMPUTO |  |  |  | **SUMA DE PASIVO LARGO PLAZO** |  |  |
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| MOBILIARIO Y EQUIPO |  |  |  |  |  |
|  |  |  |  |  |  |  |
| EDIFICIOS |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| TERRENOS |  |  |  |  |  |  |
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| OTROS ACTIVOS FIJOS |  |  |  |  |  |  |
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| DEPRECIACIÓN ACUMULADA |  |  |  |  |  |  |
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| **SUMA DE ACTIVO FIJO** |  |  |  |  |  |  |

**CAPITAL**

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| **DIFERIDO** |  |  |  | **CONTABLE** |  |  |
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| ACTIVO DIFERIDO |  |  |  | CAPITAL SOCIAL O PATRIMONIO |  |  |
|  |  |  |  |  |  |  |
| AMORTIZACIONES |  |  |  | RESERVAS |  |  |
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|  |  |  |  | OTRAS CUENTAS DE CAPITAL |  |  |
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|  |  |  |  | UTILIDAD O PERDIDA DE EJE ANT. |  |  |
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|  |  |  |  | UTILIDAD O PERDIDA DEL EJERCICIO |  |  |
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| **SUMA DE ACTIVO DIFERIDO** |  |  |  | **SUMA DE CAPITAL CONTABLE** |  |  |
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| **SUMA TOTAL DE ACTIVOS** |  |  |  | **SUMA DE PASIVO Y CAPITAL** |  |  |

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| OBSERVACIONES |
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| NOMBRE DEL CONTADOR |  | FIRMA DEL CONTADOR PUBLICO |  | CEDULA DEL CONTADOR PUBLICO  **NOTA** : ANEXAR COPIA DE CEDULA PROFESIONAL POR AMBOS LADOS |

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| PADRON | | | |
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| NOMBRE O RAZON SOCIAL |  | | |
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| INFORMACIÓN CONTABLE | | | |

**ESTADO DE RESULTADOS**

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| INGRESOS |  |  | **PARCIAL AL\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |  |  |
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| INGRESOS |  |  |  |  |  |
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| INGRESOS |  |  |  |  |  |
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|  | **TOTAL DE INGRESOS** | |  |  | |

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| COSTOS DE VENTAS |  |  |  |
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| **UTILIDAD BRUTA** |  |  |  |

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| GASTOS | |  | |  |  |
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| GASTOS DE VENTA | |  | |  |  |
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| GASTOS DE ADMINISTRACIÓN | |  | |  |  |
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| GASTOS DE FABRICACION | |  | |  |  |
| UTILIDAD DE OPERACION |  | |  | |  |
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| GASTOS FINANCIEROS |  | |  | |  |
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| OTROS GASTOS |  | |  | |  |

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| **UTILIDAD O PERDIDA DEL EJERCICIO** |  |  |

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| **OBSERVACIONES** |
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| NOMBRE DEL CONTADOR |  | FIRMA DEL CONTADOR PUBLICO |  | CEDULA DEL CONTADOR PUBLICO  **NOTA** : ANEXAR COPIA DE CEDULA PROFESIONAL POR AMBOS LADOS |