



KDM VENDOR NUMBER

KWADUKUZA MUNICIPALITY
PROVIDER DATABASE APPLICATION
FOR REGISTRATION

Kindly forward the completed form, together with the relevant documentation clearly marked to:-

KwaDukuza Municipality
SCM Unit (Database)
02 Industria Crescent
KwaDukuza
4450

or

KwaDukuza Municipality
SCM Unit (Database)
P.O Box 72
KwaDukuza
4450

No faxed/e-mailed registration will be accepted.

For more information please contact the Procurement Section at:-

Tel No.: 032 437 5119
Nomthandazo Nene /
Luyanda Tshonapi
www.kwadukuza.gov.za

POINTS TO REMEMBER

**COMPLETING THE KWADUKUZA MUNICIPALITY SUPPLIER
DATABASE REGISTRATION FORM**

Completion of questions – Clearly state Yes, No or N/A to questions asked. Do not leave any fields blank.

Certified documents – Please ensure that a Commissioner of Oaths has certified your Company Registration Document, Shareholding Certificates, VAT Registration, PAYE, UIF, BBBEE Certificate, Workman's Compensation, Security Officers Board Certificate if applicable; the stamp of certification should be on the front of the document. No faxed documents will be considered for accreditation.

An original valid Tax Clearance Certificate is to be submitted. This is to be updated on a 12 monthly basis and submitted for inclusion in the KDM Supplier Database.

Copies of documents – Please keep copies of the Registration Form and all supporting documentation submitted for your own records and to ensure that all data is maintained and up to date on a continual basis.

Owners, shareholders – Please ensure that the percentages of ownership of the **individual shareholders** amount to 100%. That is, provide details of **all** shareholders, and ensure that all fields are completed for each. Proof of the individual shareholding is to be submitted.

Holding companies & Trusts – Please contact the KDM Supplier Database Office on Tel No. 032 437 5119 should your business be owned by a Holding company or a Trust to request additional information.

Certification of correctness – Please ensure that the Certification of Correctness is signed and dated once all required documents and information have been submitted.

Collection points – Please collect the database forms from the Supply Chain Management Unit in KwaDukuza located at No. 2 Industria Crescent, any of our municipal offices or download them from our website. Completed Registration Forms and supporting documentation can be delivered to one of the addresses on this Registration Form (*refer to cover sheet*).

Processing of registration – Your completed registration will be processed, and once verified, will be approved and you will be issued with a Supplier Database Registration Code to be used in all future communication with the KwaDukuza Municipality. **Please note that this administration process of COMPLETED Registration Forms will take a minimum of 14 days.** Once your registration has been included on the KDM Supplier Database, your details will be accessible to the KDM Acquisitions Section.

Business opportunities – Please note that registration on the KDM Supplier Database does not guarantee business opportunities. Should you wish to receive leads on tenders, please refer to the KDM Website, or the local notice boards.

Amendments – Please notify the KDM Supplier Database office immediately of any changes to the verified information submitted. Submit a **Certification of Correctness** with the amended data.

Queries – Should you have any queries, or if you require assistance completing the registration from, please contact KwaDukuza Municipality Supplier Database Office on Tel No. 032 437 5119.

1. BUSINESS PARTICULARS

1.1 Name of business as registered with Registrar of Companies / Close Corporations

1.2 Name of business used for trading purposes, if different from 1.1 or Name of Business if not registered with the Registrar of Companies / Close Corporations

1.3 Registration Number as registered with the Registrar of Companies/Close Corporations (if applicable)

1.4 Postal Address

Postal Code

1.5 Physical Address (if different to postal address)

Postal Code

Contact Person

Identity Number

Telephone No.

Fax No.

Cell No.

E-mail Address (if applicable)

Website Address (if applicable)

Preferred Method of Communication

E-mail	
Fax	
Post	

NB. If no Fax No. is submitted, request for quotation cannot be sent through.

1.6 Physical Location of Head Office (if applicable)

.....
.....
.....

1.7 VAT Vendor

Yes		No	
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(If Yes, please provide certified copy of vat registration certificate)

VAT Registration No.

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1.8 Unemployment Insurance Fund No. (if applicable)*

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*Please attach a certified copy of Registration Form. If you are unable to do so, kindly provide explanation.

1.9 Compensation Commissioner Registration No. (if applicable)*

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*Please attach a certified copy of Registration Form. If you are unable to do so, kindly provide explanation.

1.10 BBBEE Level*

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*Please attach an original or certified copy of the SANAS approved BBBEE certificate.

2. CERTIFIED BANKING DETAILS FORM

This form needs to be completed, and certified by the appropriate Banking Institution

Name of Account Holder (Name under which Account is operated)

Account Type (Cheque/Savings, etc.)

Name of Banking Institution

Branch Name

Branch Code (6 Digits)

Banking Account Number

Please place Bank stamp here

Received and stamped by (Name in Block Letters)

Signature of Bank Official

<input type="text"/>	<input type="text"/>
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Date

3. TYPE OF BUSINESS

Please tick the appropriate box

Public Company (Pty) Ltd	
Close Corporation CC	
Sole Proprietor	
Partnership	
Trust	
Co-operative	
Voluntary Associations	

*Please ensure to attach a certified copy of the appropriate document dependent on type e.g. Public Co. to attach certified copy of Certificate of Incorporation.

4. PREVIOUS BUSINESS INFORMATION

4.1 Did your business exist under a previous name? Yes No

4.2 If "Yes", what was the previous business name?

4.3 Reasons for name change

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.....

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5. CLASSIFICATION OF BUSINESS (Please see Annexure 1: Page 7)*

5.1 Classification for KwaDukuza Municipal Supplier Database **(Mandatory)**

Core Business Area	Sub-Sector

*Please refer to ANNEXURE 1 FOR A COMPREHENSIVE LIST OF Core Areas and their corresponding Sub-Sectors.

KWADUKUZA MUNICIPALITY
SUPPLY CHAIN MANAGEMENT - PRINCIPLE BUSINESS ACTIVITIES
NB: SELECT ONLY THREE COMMODITIES. PLEASE TICK NEXT TO EACH COMMODITY

CONSTRUCTION			
33KV CABLE FAULTS	KIOSKS-FIBREGLASS	Precast Concrete kerbs paving	
AIR CONDITIONERS NEW	Light Fittings	Public Housing & In-site Upgra	
BUILDING RENOVATIONS/REPAIRS	LINKSTICKS	Refuse containers skips and b	
Building reticulation	Locate Cable Faults - HV	Reinforced Concrete Structures	
Building Works	Locate Cable Faults - LV	RELAY SPECIALIST	
Cable Faults - HT	Loudhailers	Road & Stormwater	
Cable Faults - LT	Low Voltage Panels	Road Maintenance/Rehabilitatio	
CABLE FAULTS-LOCATING ONLY	Low Voltage Service Connection	ROAD RE-INSTATEMENT	
Cables & Overhead Conductors	Major Roads - Arterials	Stormwater Maintenance System	
Carpets/FLOOR STRIPP	MANHOLE COVERS	Street Lighting - Design & Pro	
Civil engineering works	Masonry Products	Street Lighting Maintenance &	
Concrete Pipes	Medium & High Voltage Switchge	Street Name signs	
CONSTRUCTION	Medium & Low Voltage Reticulat	Streetlight Poles	
Electrical Minor Repairs	Medium & Low Voltage Technical	Streetlights Fittings/Floodlig	
Electricity Energy Meters	Medium Voltage Circuit Breaker	Structural Remedial Works & Ma	
ENGINEERING AND WELDING	METER ACCURACY TESTING	Structural Steel Structures	
FENCING -CONCRETE PALISADE	Meters - Electric	SUBSTATION BASES	
FENCING-STEEL	Meters - Water	SUBSTATION MAINTENANCE	
GABION BASKETS	MINI SUB SPLINTS	Terminations	
GROUND MARKING	Minor Roads - Urban	Transformers & Miniature Subst	
High Medium & Low Voltage Net	Overhead high voltage transmis	TRELIDOOR	
High & Medium Voltage Network	Overhead Line Products	ABC CABLES	
High Voltage Substation - plan	PARKHOMES (Mobile prefab build	CONLOG BOXES	
High Voltage Technical & Safet	Pavement Design - Road mainten	FIBRE GLASS KIOSK BOX COVERS	
Hire Plant & Equipment	Pavement Design - Roads	GLASS-ALUMIN/DOOR WINDOWS	
HV Cable - Planning Design &	PIPE JACKING ELECTRICAL UNDERG	Timber Structures	
HV Overhead Head Transmission	Plumbing Contractors	Water Retaining Structures	
Installation of Fencing	Plumbing Supplies	WEHOLITE PIPES-STORMWATER	
JET CLEANING	Power installations		
SERVICES			
ACCOMMODATION	Printers	BATTERIES-VEHICLES ONLY	
ADVERTISING- DURBAN AREA	PRINTING	BEDDINGS AND ACCESSORIES	
ADVERTISING-BALLITO AREA	PRINTING-JOB CARD/LEAV BUSINESS	BELL AGENTS	
ADVERTISING-STANGER AREA	PROPSHAFTS	BOAT REPAIRS-ACCESSORIES	
ADVERTISING-ZULU	Protective Clothing	BOILER ASH	
AIR CON REPAIRS	Public Address Systems	BOLTS AND NUTS	
Architectural Maintenance	RECORDING EQUIPMENT	BUILT IN CUPBOARDS	
BRANDING	Recreational & Sporting Facilitation	BUNKER GEAR BAGS	
Brochures	Refreshments	BUS BUILDERS	
Catering Services	Repair and supply of Tyres	CABLE REPAIRS TO MACHINERY	
Cleansing Materials	REPAIR TO WELDING MACHINE	Compressed Air Gas and Vacuum	
Courier Services	Repairing of Pools	CRANE REPAIRS	
Environment Management Systems	Repairs of communication device	Cranes & Hoists	
Environmental Impact Assessmen	RETREAD TYRES	DRAINING OF SEPTIC TANKS	
Environmental Planning	RIM REPAIRS	ECARD/STS/RIBBON REPAIR EXISTING	
EVENTS & CORPORATE	SAFETY EQUIPMENT	ENGIN CLEARANCE	
Horticultural design	SECURITY	ENGINE OVERHAUL	
HOTEL AND CONFERENCE	Security installations	EXHAUST REPAIRS	
INTERCOM SYSTEMS AND SECURITY	SERVICE OF HEAVY DUTY VEHICLES	Fax machines	
IT EQUIPMENT-FAXES/SHREDDRS/ET	SERVICING OF LIGHT DUTY VEHICLE	FILES 07003	
IT RELATED ACCESSORIES	SF6 GAS	FIRE EXPANDOL FOAM	
IT RELATED NETWORK LINES/PROBL	SHARK NETS PROTECTION	FIRE RELATED TOOLS/EQUIPMENTS	
IT RELATED NETWORK LINES/PROBL	SLASHER AGENT-SPARES ETC	FIRE RESCUE TOOLS (SPECIALIZED	
IT RELATED PRINTER REPAIRS ONL	Sound Systems/ Marquees	FIRE SPILLAGE	
IT RELATED RADIO LINKS	Standby Generator installation	General refrigeration	
JEEP GRAND CHEROKEE B6 DIESEL	Stationery suppliers	Grass Cutting	
LAMINATING MACHINE	STICKERS AND POSTERS	Herbicides	
Landscape Design	Telephone & Communication insta	HT/LV GLOVES	

LAUNDRY SERVICES		TOILET HIRE		Hydrolic Pipes	
LEARNER LICENCE BOOKS		TOWING OF VEHICLES		HYDROLICS	
LIFESAVING APPARATUS/EQUIP		TOYOTA AGENTS		HYDROPONIC TUNNELS	
Liquefied Gas (LPG)		TRACTOR SPARES REPAIRS & SERVICES		INJECTOR PUMPS & INJECTORS	
Locksmith		TRAFFIC FINE BOOKS PRINTERS		PUNCTURES	
LOUDHAILERS		TRAINING INSTITUTES		SURGICAL DISPOSABLE CONTAINERS	
MAINTAINANCE FREE BATTERY		TRANSPORT- AND TRAVELS		SURGICAL GLOVES-BIOTEX	
MECHANICAL BREAKDOWN-EMERGENCY		TREE FELLING		SURGICAL SUPPLIES	
MEGGER AGENTS		UPHOLSTERY		SUSPENSION SPRINGS	
MITSUBISHI AGENTS		UPS		Tables, Chairs, cabinets etc	
Mobile Phones		USED SPARES		TACHO/SPEEDO	
MOTOR ENGINEERING		VACCUME CLEANERS		TORCH BATTERIES	
NISSAN AGENTS		VEGETABLE SEED		WATERPROOFING	
NISSAN AGENTS(TRUCK DIVISION)		VEHICLE ACCESSORIES		WELDING	
NPR ISUZU 400 SERVICE/REPAIR		VIP PAYROLL		WELDING/ENG SPECIALIZED WORKS	
NUMBER PLATES & SIGNS		VOLVO AGENTS		Wheel Alignment - HD	
OB BOOKS		VW AGENTS		Wheel Alignment - Light duty	
Panel Beating		ACID RESISTANT OVERALLS		WINDOW/VEHICLE TINT	
PAUPER BURIAL		AIRCONS-VEHICLES REPAIRS/REGAS		WINDSCREEN REPAIRS/CANOPIES	
PESTICIDES/FUMIGATIONS		ALLISON AGENTS		WIRING OF VEHICLES	
Photocopiers		Armature Winding		YAMAHA AGENTS	
PLASTICS FOR LIBARIES		AUTO VALET		YAMAHA/STIHLE AGENTS- PRODUCT	
PRESSURE CLEANER		BANDIT STRAP TOOL			
PROFESSIONAL SERVICES					
ACTUARIAL CONSULTANTS		Provision of legal services		Transportation Policy	
ARCHITECTS		Public Relations & Graphics		Urban design	
AUDIT AND FINANCIALS		Public Transport Planning		Urban Spatial Economics	
Basic quantity surveying service		Social Economic Planning & Res		Valuation service provider	
CIVIL CONSULTANTS		Software and software developm		VALUATIONS	
ELECTRICAL CONSULTANTS		Software developers		CERTIFICATES FOR APPOINTMENTS	
Geological studies and investigation		Spatial Analysis		Community Facilitation & Participation	
GEOTECHNICAL ENG. CONSULTANTS		Strategic Planning		DOCUMENT SOLUTION	
Information Technology Consultants		STRUCTURAL CONSULTANTS		ECONOMIC DEVELOPMENT	
Land Survey		Traffic Management		GEOSYNTHETIC MATERIAL	
MONITORING AND EVALUATION		Traffic Operations		INDIGIENT SUPPORT	
Planning Policy & Legal		Traffic Survey / Data Collecti		Quality of Supply Equipment	
PROJECT MANAGEMENT		Transport Economics		SURVEY BASED RESEARCH	
PROPERTY DEVELOPMENT		Transport Modelling		TEST STATION EQUIP-CALIBRATION	
WHOLESALEERS / TRADERS					
AGRICULTURAL EQUP/FERTIL		HESSIAN BAGS/SAND BAGS/BULK BA		Software suppliers	
AUCTIONEERS		ISUZU AGENTS		SUBSTATION PADLOCKS	
AUDIO & VISUALS EQUIPMENT		ISUZU REPAIRS		Supply of Bitumen & Emulsions	
Auto electrical		KITCHENWARE		Supply of hot bituminous aspha	
Building Material		LANDROVER AGENTS		Traffic Signs	
BUS HIRING SERVICES		MEAL VOUCHERS		APPLIANCES	
C TRACK SERVICES		Mechanical Spares		AQUATIC EQUIPMENT	
CHAINSAW PROTECTIVE CLOTHING		Milk		BULLIT PROOF VESTS	
Chlorine		OFFICE AUTOMATION		COBBLES	
CLUTCH AND BRAKE REPAIRS		OFFICE EQUIPMENT		CRUSHER RUN/STONES	
CLUTCH OVERHAUL AND RPAIRS		OFFICE FURNITURE		Decorative & Festive Lighting	
CONSUMABLES		OIL		FLAGS-VARIOUS COUNTRIES	
CORPORATE CLOTHING-SPORTS		OIL SAMPLES		General hardware & supplies	
Curtains/Blinds		Paint Suppliers		GRASS	
DIFF & GEARBOX		Parts		GREY STEEL LOCKERS	
DRIVING SCHOOL		PLASTIC FURNITURE-MANUFACTURES		Hard Hats	
Electrical Material		PREPAID ELECTRICITY		Supply of materials	
EMERGENCY SERVICES UNIFORMS		RADIO REPAIRS-MOBIL/REPEATERS		Supply of new vehicles	
FIRE TRUCK AGENTS		RADIOS-PORTABLE & MOBILE		Supply of plants	
FORD AGENT		ROAD MARKING SIGNS		Supply of Refuse Bags	
Fuel		Road Signs		Traffic Vehicles	
FURNITURE AND EQUIPMENT		SKIP HIRE		Traffic Vehicles	
General Electrical Spares/Prod		SMALL TOOLS AND EQUIP		WATER COOLER LEASE	

6. BUSINESS INFORMATION

Please indicate your appropriate Sector

Agriculture	
Mining and Quarrying	
Manufacturing	
Electricity, Gas and Water	
Construction	
Retail, Motor Trade and Repair	
Wholesale Trade, Commercial	
Catering, Accommodation, Other	
Transport and Storage	
Finance and Business Services	
Community, Social and Personal	

7. PROPRIETORS/SHAREHOLDERS/PARTNERS/SOLE PROPRIETORS/TRUSTEES/ OWNER

Please list all owners (as listed above). If insufficient space, kindly attach a copy of this page signed by the person who signs on behalf of the business.

Name	ID No.	Shareholding %	Gender M/F	Youth	Disabled

8. PREVIOUS EXPERIENCE (If applicable)

Please list the municipal contracts awarded to you over the last 5 years or other previous experience related to your core business

Employer/ Department	Contact Person and Telephone No.	Contract Value in Rands	Completed Successfully (Yes/No)	Year

9. PLEASE INDICATE ANY OWNER WHO HAS A CONTROLLING OWNERSHIP INTEREST IN ANOTHER BUSINESS

Name of Owner	Name and Address of Other Business	Position Held	Business Type	% of Ownership

10. VERIFICATION OF INFORMATION SUPPLIED RELATING TO REFERENCES THAT THE APPLICANT/BUSINESS MAY APPLY FOR

I/We, the undersigned, who warrant/s that I/We are duly authorized to do so on behalf of the supplier, certify/ies that the information supplied in terms of this document including the Annexure(s) with additional information, is correct and accurate and acknowledge/s that:

1. The supplier will be required to furnish documentary proof of the information relating to preferences, if requested to do so.
2. If the information supplied is found to be incorrect, then KwaDukuza Municipality may, in addition to any remedies it may have:
 - (i) Disqualify the supplier/contractor for a particular bid/contract/project it may be considered for, or which had been awarded to the supplier/contractor;
 - (ii) Recover from the supplier/contractor for all costs, losses or damages incurred or sustained by KwaDukuza Municipality as a result of breach of contract;
 - (iii) Cancel the contract and claim any damages which KwaDukuza Municipality may suffer by favourable arrangements after such cancellation; and
 - (iv) De-register the supplier registered on the Supplier Database.

Signed on this _____ day of _____ 20_____ at _____
before the Commissioner of Oaths

Signature of Authorised Representative

Name in Block Letters

Supplier's Name

Signed and affirmed to before me at _____ on this _____ day of _____ 20_____ by the deponent who has acknowledged that he/she knows and understands the contents of this document, and he/she has acknowledged that he/she has no objections to affirming that he/she regards the affirmation to be binding on his/her conscience.

Commissioner of Oaths

Full Name

Capacity

Business Address

Area

DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Municipal Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by municipalities and municipal entities in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be rejected if that bidder, or any of its directors have:
 - a. abused the municipality's / municipal entity's supply chain management system or committed any improper conduct in relation to such system;
 - b. been convicted for fraud or corruption during the past five years;
 - c. willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
 - d. been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).
- 4 **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

Item	Question	Yes	No
4.1	<p>Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector?</p> <p>(Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the <i>audi alteram partem</i> rule was applied).</p> <p>The Database of Restricted Suppliers now resides on the National Treasury's website(www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.1.1	If so, furnish particulars:		
4.2	<p>Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)?</p> <p>The Register for Tender Defaulters can be accessed on the National Treasury's website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.2.1	If so, furnish particulars:		
4.3	<p>Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>

4.3.1	If so, furnish particulars:		
Item Question			
4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.7.1	If so, furnish particulars:		

CERTIFICATION

I, THE UNDERSIGNED (FULL NAME)
CERTIFY THAT THE INFORMATION FURNISHED ON THIS
DECLARATION FORM TRUE AND CORRECT.

I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION MAY BE TAKEN
AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

DECLARATION OF INTEREST

1. No tender/quotation will be accepted from persons in the service of the state.*
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of an invitation to tender or quotation. In view of possible allegations of favouritism, should the resulting tender, or part thereof, be awarded to persons connected with or related to persons in service of the state, **it is required that the Vendor or their authorized representative declare their position in relation to the evaluating/adjudicating authority and/or take an oath declaring his/her interest.**
3. In order to give effect to the above, the following questionnaire must be completed **and submitted with this Application:**

3.1 Full Name (Vendor or Authorised Representative **as mentioned above**)

.....

3.2 Identity Number :

3.3 Company Registration Number :

3.4 Tax Reference Number :

3.5 VAT Registration Number :

3.6 Are you presently in the service of the state?* Yes No

3.6.1 If so, furnish particulars:

.....
.....

3.7 Have you been in the service of the state for the past twelve months? Yes No

3.7.1 If so, furnish particulars:

.....
.....

3.8 Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and/or adjudication of this tender? Yes No

3.8.1 If so, furnish particulars:

.....
.....

3.9 Are you aware of any relationship (family, friend, other) between a tenderer and any persons in the service of the state who may be involved with the evaluation and/or adjudication of this tender? Yes No

3.9.1 If so, furnish particulars:

.....
.....

3.10 Are any of the company's directors, managers, shareholders or stakeholders in service of the state?

Yes
No principle

3.10.1 If so, furnish particulars:

.....
.....

3.11 Are any spouse, child or parent of the company's managers, principle shareholders or stakeholders in service of the state?

Yes
No directors,

3.11.1 If so, furnish particulars:

.....
.....

**MSCM Regulations: "in the service of the state" means to be – (a) a member of –
(i) any municipal council;
(ii) any provincial legislature; or
(iii) the national Assembly or the national Council of provinces; (b) a member of the board of directors of any municipal entity;
(c) an official of any municipality or municipal entity;
(d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999);
(e) a member of the accounting authority of any national or provincial public entity; or an employee of Parliament or a provincial legislature.*

CERTIFICATION

I, the undersigned (name)

certify that the information furnished on this declaration form is true and correct.

I accept that the state may act against me should this declaration prove to be false.

.....
SIGNATURE

.....
DATE

.....
POSITION

.....
NAME OF TENDERER

REQUIRED DOCUMENTATION CHECKLIST

Please ensure that all documents listed below are attached (where applicable) to the Registration Form.

ALL documentation is to be provided in its original format or certified copies except Tax Clearance Certificate.

ATTACHED

(Please tick appropriate box)

Document Name	Yes	No
Original valid Tax Clearance Certificate	<input type="checkbox"/>	<input type="checkbox"/>
Original or certified copy of VAT registration certificate	<input type="checkbox"/>	<input type="checkbox"/>
Company Registration Certificate	<input type="checkbox"/>	<input type="checkbox"/>
Company Resolution of Signatories	<input type="checkbox"/>	<input type="checkbox"/>
Original or Certified Copy "Letter of Good Standing" from Workmen's Compensation Commissioner or its Agent	<input type="checkbox"/>	<input type="checkbox"/>
Proof of Banking details (cancelled cheque or letter confirming banking details from the banking institution)	<input type="checkbox"/>	<input type="checkbox"/>
Most recent municipal accounts for your business location or your personal residence, i.e. rates, water, refuse, electricity (if applicable) and levy registration confirmation letter	<input type="checkbox"/>	<input type="checkbox"/>
Certified copies of ID documents of Directors/Owners/Shareholders	<input type="checkbox"/>	<input type="checkbox"/>
Accreditation Certificates: Registration to professional bodies, e.g. RMI, SETA, PSIRA, IOPSA, NHBRC, CIDB, copy of Certificate of Acceptability for Food Premises	<input type="checkbox"/>	<input type="checkbox"/>
BBBEE Certificate from the registered Auditors IRBA/Accounting Officer (as contemplated in Section 60 of the Close Corporation Act, Act No. 69 of 1984) or a Sanas accredited verification agency (certified copy or original)	<input type="checkbox"/>	<input type="checkbox"/>