

Company Name

VENDOR NO:
FOR OFFICE ONLY



GREATER TZANEEN MUNICIPALITY DATABASE FORM

SUPPLY CHAIN MANAGEMENT UNIT

Postal Address:
P O Box 24
Tzaneen
0850

Physical Address:
Agatha Street
Tzaneen
0850

Miss Suzan Ngwenya
Tel no: 015 307 8035/9
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OR

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Section 112(f), (i), (j), (k) and (l) of the Municipal Finance Management Act, (Act 56 of 2003) requires that a municipality must have measures in place to comply with the prescribed regulatory framework for municipal supply chain management

Kindly complete this document accurately and in full, the information herein is important and is needed for the following:

- To enable the Greater Tzaneen Municipality to compile and use a database of registered service providers.
- To support the Greater Tzaneen Municipality with the implementation and recognition of the target groups as required by the Preferential Procurement Policy Framework Act, (Act no 5 of 2000).
- To further comply with any other legislations that has a bearing on the supply chain management unit database of the Greater Tzaneen Municipality.
- To assist the Greater Tzaneen Municipality in the pre-evaluation of service providers who wish to be registered on the database of the municipality

- Listing criteria for accreditation of approval as a Greater Tzaneen Municipality vendor:
 - Failure to complete the form in full may result in the supplier not being considered for the awarding of any orders or bids by the Greater Tzaneen Municipality.
 - It is a condition of bidding that a vendor's taxes must be in order, or satisfactory arrangements must have been made with the Receiver of Revenue to meet his/her tax obligations.
 - In bids where consortia/joint ventures/sub-contraction are involved, each form of ownership must submit a separate original tax clearance.
 - Note that no copies, certified or scanned tax clearance certificates will be accepted.
 - Declaration of interest by service providers will be appreciated
 - Documents that need to be stamped and signed by the Bank and the Commissioner of Oath
 - Registration with relevant bodies such as CIDB, LGSETA, SEDA, SETA, etc will be highly taken into cognizance
 - Forms of Ownership should be registered in accordance with applicable legislations.
 - All types of companies wishing to be on the Greater Tzaneen Municipality must not be on the tender defaulter of the Treasury and that of the municipality.

The following should be kept in mind when completing the form and any returnable attachment should accompany the form.

- **Mandatory Fields:** certain fields and documents are mandatory to certain business types only. Please ensure that all fields relevant to your business type, which is marked “mandatory Field”, have been completed and if a field is not applicable to your business, clearly mark as N/A (Not applicable).
- **Required documents:** please refer to the attached table following pages to determine the mandatory supporting documentation required from your business. Please ensure that all certified copies of mandatory documents are attached.
- **Completion of questions:** all questions should be answered clearly with yes, no, or N/A. Do not leave any fields unanswered, because that may lead to the form not processed.
- **Certified Documents:** the commissioner of Oaths must certify documents such as, company registration documents, Proof of Shareholding Certificates, ID Documents or other relevant documents of the company. The stamp should be stamped in front of the document.
- **Copies of documents:** copies of the documents submitted to the Supply Chain Management Unit should be kept by the company for their own records.
- Owners, shareholders and partners: Ensure that the percentage of ownership amount to 100%.
- **Processing of registration:** Your fully completed application will be processed, and once verified against the evaluation criteria will be approved and the company will be issued with a Supplier Database Vendor Code to be used in all future communication with all the above role players. Once the company’s registration has been included in the Greater Tzaneen Municipality’s Database, the details will be accessible to the Supply Chain Management Unit.
- **Business Opportunities:** Kindly note that qualifying as a vendor does not in any way guarantee any persons, company, service provider, vendor, etc. any business from the Greater Tzaneen Municipality every time a bid is put out or requests for quotations.
- **Amendments:** please notify Greater Tzaneen Municipality immediately of any changes to the verified information submitted.
- Council has the right to perform an audit to confirm or verify any of the answers provided in the application form.
- Vendors can only choose 3 commodities and an extra R50.00 will be imposed for any extra commodity.

PLEASE KEEP COPIES OF REGISTRATION FORM AND ALL DOCUMENTATION SUBMITTED							
DOCUMENT REQUIRED	TYPES OF OWNERSHIP						WHERE TO FIND DOCUMENTS
	SOLE TRADE RS	CLOSE CORP. & PRIVATE CO.	PARTNERS HIPS	PUBLIC COMPA NY	BUSINESS TRUST	NON-PROFIT ORGANIS ATION (NPO)	
Certified copies of company registration							Registrar of CC & Companies
Certified copies of Proof of ownership							Registrar of CC & Companies
Proof of Banking details							Branch of bank where account is held
Income tax							Receiver of Revenue(SARS)
Original Tax Clearance							Receiver of Revenue (SARS)
PAYE							Receiver of Revenue (SARS)
VAT Registration(above R300 000 annual turnover)							Receiver of Revenue (SARS)_
UIF Certificate							Department of Labour
Workman's Compensation							Department of Labour

Security Officer's Board							Security Service Industry Regulatory Authority
Construction Industry Development Board							CIDB
Certified proof of disability							Medical Doctor
Clear certified copy of ID							
B-BBEE Certificate							
Certified copies of qualifications							Institutions attained from
Proof of Municipal Services Clearance Certificate/ stamped letter from Headman							Relevant Municipality and Headman
Proof of professional indemnity insurance							Relevant body

Note: Tick either attached or not applicable (N/A) for your company.

BUSINESS PARTICULARS

Name of the business	
Trading Name	
Holding Company	
Preferred Language	

TYPE OF SUPPLIER (PLEASE TICK RELEVANT BOXES)

DISTRIBUTOR	
MANUFACTUER	
SUPPLIER	
PROFESSIONAL SERVICE PROVIDER	
SERVICE AND MAINTENANCE	

DISTRICT COMPANY LOCATED	
COMPANY REGISTRATION NUMBER	
COMPANY VAT NUMBER	
COUNTRY	
TOWN	
MUNICIPAL AREA	
CURRENCY	
SHARE HOLDING BEE %	
TAX CLEARANCE EXPIRY DATE	
MUNICIPALITY WHERE COMPANY IS LOCATED	
COMPANY MUNICIPAL ACCOUNT STATEMENT(30 DAYS STATEMENT)	
BUSINESS STAND/ SITE NO.	

CORRESPONDENCE PREFERENCE

(CONTACT DETAILS)

HOW WOULD YOU LIKE TO RECEIVE YOUR CORRESPONDENCE FROM US? (INVITE TO QUOTE ONLY. BID DOCUMENTS ONLY AVAILABLE HARD COPY)

FAX: _____

POST: _____

E-MAIL: _____

SMS: _____

PHYSICAL ADDRESS OF THE COMPANY	POSTAL ADDRESS OF THE COMPANY
_____	_____
_____	_____
_____	_____
CODE _____	CODE _____

TELEPHONE NO.	
CELL NO.	
E-MAIL ADDRESS	
FAX NO.	
WEB PAGE ADDRESS	

(CONTACT PERSONS)

(PLEASE TICK RELEVANT BOX)

CONTACT TYPE	CONTACT PERSON	
	DIRECTOR	

FULL NAMES	
JOB TITLE	
DATE OF BIRTH	
I.D NUMBER	

KINDLY TICK THE REGION IN WHICH YOUR COMPANY IS SITUATED

FREE STATE	
GAUTENG	
KWAZULU-NATAL	
LIMPOPO	
MPUMALANGA	
NORTH WEST	
NORTHERN CAPE	
WESTERN CAPE	
EASTERN CAPE	

BANKING DETAILS

BANK NAME	
BRANCH NAME	
BRANCH CODE	
ACCOUNT HOLDER	
ACCOUNT TYPE	
ACCOUNT NUMBER	
TOWN OPENED	

PLEASE TICK

PAYMENT METHODS	CHEQUE	<input type="checkbox"/>
	ELECTRONIC FUND TRANSFER	<input type="checkbox"/>

***DATE STAMP OF BANK CERTIFIED AS CORRECT**

CONFIRMATION OF BANK DETAILS BY BANK OFFICIAL

Initial and Surname (Bank Official): _____

Designation of the official: _____

Work telephone number (Ⓜ _____) _____

Signature of the bank official: _____

COMPANY STRUCTURE

Please list all Shareholders by Name, Position, Number, Citizenship, Targeted groups and percentage. (Please tick where relevant)

Name and Surname	Position	I.D Number	Target Groups					Percentage %
			CITIZEN SHIP	WOMEN	YOUTH	DISABLE	COMBAT -ANTS	

SHAREHOLDING STRUCTURE

(PLEASE ATTACH YOUR COMPANY'S SHAREHOLDING CERTIFICATE AND COPIES OF ID DOCUMENTS)

		NUMBER	PERCENTAGE
A	NONE HDI DIRECTORS, MEMBERS, PARTNERS, ETC		
B	HDI DIRECTORS, MEMBERS, PARTNERS, ETC		
C	WOMEN		
D	YOUTH		
E	DISABLED		
F	FORMER COMBATANTS		

DECLARATION BY APPLICANT

I/we _____ (Name), the undersigned on of the

_____ (business name) declare that the information furnished is true and correct and that I/we have attached all the required documentary proof to substantiate the validity of the credentials of the company. I/we give the Municipality the authority to reject or impose any penalty should the company be found to have intentionally misrepresented some vital information. I/we declare that the banking details provided are correct. Furthermore, I/we are acquainted with the conditions of purchase and delivery, payments, definitions, vendor requirements and general definitions as stipulated on pages

Signature of the Applicant

Date: _____

Witnesses 1: _____

2: _____

COMMODITY GROUP

(PLEASE NOTE THAT A VENDOR IS ONLY ALLOWED TO REGISTER A MAXIMUM OF THREE (3) COMMODITY CATEGORIES)

(PLEASE TICK THE MAXIMUM OF THREE ITEMS ONLY)

A)	SUPPLY	SERVICES
AUTO ELECTRICAL		
ADVERTISING		
AUCTIONEERING		
ACCOMODATION (LODGE,HOTELS)		

B)	SUPPLY	SERVICES
BLASTING SERVICES		
BOOKKEEPING		
BOREHOLE DRILLING		
BOREHOLE EQUIPMENTS		
BOREHOLE MAINTENANCE		
BOOKS		
BUILDING SERVICES		
BRICKS		
BINDING		
BURIAL SERVICES		

C)	SUPPLY	SERVICES
CATERING		
CARPENTRY		
CHEMICALS		
CABINET MAKING		
CLEANING SERVICES		
CEMENT		
CONTRACTORS		
CONCRETE STONE		
CONCRETE READY MIX		
CONCRETE / PRECAST PRODUCTS		
CONCRETE PRODUCTS / WATER / SEWER		
COMPUTER EQUIPMENTS		
CABLING		
COURIER SERVICES		

CONSULTANTS

	SUPPLY	SERVICES
ARCHITECTURAL LAND SCAPE		
ATTORNEY / LEGAL ADVISORS		
CIVIL ENGINEERING		
ELECTRICAL ENGINEERING		
ENVIRONMENTAL CONSULTATION		
FINANCIAL SERVICES		
IT CONSULTANTS		
LAND SURVEYING		
MECHANICAL ENGINEERING		
PROJECT MANAGEMENT		
PROPERTY VALUERS		
PUBLIC HEALTH SERVICES		
QUATITY SURVEYING		
TRAFFIC		

(D)	SUPPLY	SERVICES
DEMOLITION AND DISMANTLING		
DECORATION		

E)	SUPPLY	SERVICES
EARTHMOVING / AND RELATED EQUIPMENTS		
ELECTRICAL GOODS (HIGH VOLTAGE)		
ELECTRICAL GOODS (LOW VOLTAGE)		
ELECTRICAL / REPAIRS		
ELECTRONICAL REPAIRS		
EMERGENCY SERVICES / MATERIAL		
EMERGENCY SERVICES / MATERIAL		

F)	SUPPLY	SERVICES
FELLING OF TREES		
FENCING / CONCRETE		
FENCING / WIRE		
FUEL / IOL		

G)	SUPPLY	SERVICES
GARDEN MAINTENANCE		
GLAZING		

L)	SUPPLY	SERVICES
LABOUR HIRE		
LAWN MOWER		
LIBRARY SERVICES		
LIME PRODUCTS		

M)	SUPPLY	SERVICES
MACHINE HIRING		
MANHOLE		
MECHANICAL WORK		
MECHANICAL FIELD SERVICES		
MEDICAL EQUIPMENT		

N)	SUPPLY	SERVICES
NURSERY EQUIPMENT		

P)	SUPPLY	SERVICES
PAINTING		
PANNEL BEATING		
PAVING BRICKS		
PAVING KERBS		
PEST CONTROL		
PHARMACY		
PHOTOGRAPHY		
PLASTERING		
PLUMBERS		

PRECAST PRODUCTS		
PRINTING		
PROTECTIVE CLOTHING		
PROTECTION / SECURITY SERVICES		
R)	SUPPLY	SERVICES
ROADS (STORMWATER)CULVET		
ROAD MARKING		
ROOFING		
S)	SUPPLY	SERVICES
SAND		
SECURITY SYSTEM		
SEWER SYSTEM		
SIGN BOARDS (SIGN WRITING)		
SLASH WORK		
STATIONERY		
STEEL WORK		
SOUND HIRE		
SWIMMING POOL		
T)	SUPPLY	SERVICES
TELECOMMUNICATION		
TILES / TILING		
TOOLS		
TRAFFIC CONTROL EQUIPMENTS		
TRANSPORT		
TRAVEL AGENCY		
TREATED POLES		
TOWING SERVICES		
TYRES		
V)	SUPPLY	SERVICES
VEHICLE PURCHASING		
VIDEO PRODUCTION		
W)	SUPPLY	SERVICES
WASTE MANAGEMENT		
WATER RELATED FITTINGS & PIPES		
WATER AND ELECSTRIC DISCONNECTION		
IF ANY ARE NOT MENTIONED ABOVE, PLEASE STATE BELOW	SUPPLY	SERVICES

PRE-CONDITIONS OF PURCHASE AND DELIVERY

- No purchase will be done without necessary quotations.
- All purchases will be done on official order.
- Delivery notes/invoices must accompany the delivered goods.
- All goods must be delivered at the stores, except where arrangements has been made between the purchaser and suppliers
- Requested quotations should at least reflect the following:
 - Letterhead of the company
 - Business street/physical address
 - Business telephone and fax number
 - Quotation reference number
 - Vat Registration Number(if applicable)
 - Tax reference number
 - Validity date of the quote.

PRE-CONDITIONS OF PAYMENTS

- A valid tax invoice must be provided before any payment can be effected as required by law.
- All original tax invoices submitted for payment must at least reflect the following:
 - Letterhead of the company
 - Business street/physical address
 - Business telephone and fax number
 - Quotation reference number
 - Vat Registration Number(if applicable)
 - Tax reference number
 - Company registration number
- All payments will either be made by cheque or electronic fund transfers.
- Payment will be made within 30days after receiving invoice.
- Where payments are required within a shorter period the following payments will apply:
 - Within 7 days: 1.5%
 - Within 14 days: 1.7%

VENDOR REQUIREMENTS

In order for any goods or services from the vendor the following requirements must be met:

- The vendor must be registered on the council's database
- Council may require the vendor to enter into joint ventures with other vendors.
- Vendors must indicate on their bid document how many jobs will be created or maintained when executing any bid.
- Vendor must be up to date with their Municipal accounts, which must not be in arrears for more than 30 days. In case of villagers a letter from the Headman should be attached.
- Vendor must declare their business and family relationship with any person working for council or their relationships with councilor.

COUNCIL RESERVE ITS RIGHTS TO DO BUSINESS WITH THE FOLLOWING VENDOR

- Provides false or incorrect information in this application.
- Promises, offers, or attempts to give an official, employee or any other person related to the Greater Tzaneen Municipality any bribe, commission, gift, loan, advantage or any other consideration whatsoever in return for award of bid.
- Is the direct or indirect cause of disciplinary or criminal action taken against any government official.
- Builds up a history of poor performance to Greater Tzaneen Municipality.
- Has a bad history record with other suppliers.
- Whose tax matters are not in order with Receiver of Revenue
- Who intentionally misrepresent his/her company to be awarded a bid
- Fails to comply with any conditions set
- Furthermore, for any reason council may deem fit.

APPLICABLE DEFINITIONS

Acceptable bid” means any bid, which in all respects, complies with conditions of bid and specifications as set out in the bid document, including conditions as specified in the Preferential Procurement Policy Framework Act (Act 5 of 2000) and related regulations.

Chairperson” means the chairperson of the Greater Tzaneen Municipality Bid Adjudication Committee.

Municipal Manager” means the Accounting Officer or Municipal Manager of the Municipality.

Committee” refers to the Bid Adjudication Committee.

Council” refers to Greater Tzaneen Municipality.

Equity Ownership” refers to the percentage ownership and control, exercised by individuals within an enterprise.

HDI equity ownership” refers to the percentage of an enterprise, which is owned by individuals, or in the case of a company, the percentage shares that are owned by individuals meeting the requirements of the definition of a HDI.

Member” means a member of the Bid Adjudication Committee.

Historically Disadvantaged Individual (HDI)” means a South African citizen-

- (i) Who, due to the apartheid policy that had been in place, had no franchise in national elections prior to the introduction of the 1983 and 1993 Constitutions; and/or
- (ii) Who is a female; and/ or
- (iii) Who has a disability.

Service providers” refers to the bidders who have been successful in being awarded Council contracts.

SMMs”(Small, medium and Micro Enterprises) refers to separate and distinct business entities, including co- operative enterprises and NGOs, managed by one owner or more, as defined in the National Small Business (Act 102 of 1996).

Contract” refers to legally binding agreement between Greater Tzaneen Municipality and the service provider.

Bid” means a written offer in a prescribed or stipulated form in response to

an invitation by the Municipality for the provision of services or goods.

“Contractor” means any natural or legal person whose bid has been accepted by the Council.

“Closing time” means the date and hour specified in the bid documents for the receipt of bids.

“Order” means an official written order issued for the supply of goods or the rendering of a service in accordance with the accepted bid or price quotation.

“Written” or “in writing,” means hand written in ink or any form of mechanical writing in printed form.

Functionality” means technical capability, financial and other resource availability that the service provider needs, to successfully and efficiently render the service and/or deliver in accordance with the specifications.

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 Bid 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	Is the bidder or any of its directors listed on the National Treasury's database as a company or person prohibited from doing business with the public sector? (Companies or persons who are listed on this database were informed in writing of this restriction by the National Treasury after the <i>audi alteram partem</i> rule was applied).	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.1.1	If so, furnish particulars:		
4.2	Is the bidder or any of its directors listed on the Register for Bid Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? (To access this Register enter the National Treasury's website, www.treasury.gov.za, click on the icon "Register for Bid Defaulters" or submit your written request for a hard copy of the Register to facsimile number (012) 3265445).	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.2.1	If so, furnish particulars:		
4.3	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?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.3.1	If so, furnish particulars:		
Item	Question	Yes	No
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 bid 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 this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised 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 the bid.

3.1 Full Name:.....

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**

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 bid? **YES / NO**

3.8.1 If so, furnish particulars.

.....

3.9 Are you, aware of any relationship (family, friend, other) **YES / NO**

Between a bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid?

If so, furnish particulars

.....

3.10 Are any of the company's directors, managers, principle Shareholders or stakeholders in service of the state? **YES / NO**

3.10.1 If so, furnish particulars.

.....

3.10.2 Are any spouses, child or parent of the company's directors, Managers, principle shareholders or stakeholders in service of the state? **YES/ NO**

3.11.1 If so, furnish particulars.

.....

CERTIFICATION

I the undersigned (name).....certify that the information furnished on this declaration form is correct.

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

.....

Signature

Date

.....

Position

.....

Name of Bidder

THE EVALUATION CRITERIA FOR DATABASE (CHECK LIST)
 (TO BE COMPLETETE BY APPLICANT)

<u>No</u>	<u>Questionnaire</u>	<u>Yes, no or N/a</u>	<u>Confirmed By scmu</u>
<u>1</u>	<u>Does the company have a valid company registration?</u>		
<u>2</u>	<u>Does the company have a valid SARS certificate?</u>		
<u>3</u>	<u>Is the company registered with the CIDB?</u>		
<u>4</u>	<u>Is the company registered with SETA?</u>		
<u>5</u>	<u>Is the company a consultation firm?</u>		
<u>6</u>	<u>Registration of professional body(if applicable)</u>		
<u>7</u>	<u>Proof of goods and services rendered(inspection)</u>		
<u>8</u>	<u>Is the company having a visible place of operation?(inspection)</u>		
<u>9</u>	<u>Does the company have minimum communication method for running the company, such as office telephone and faxes?(inspection)</u>		
<u>10</u>	<u>Does the company have any past business relationship with the municipality?</u>		
<u>11</u>	<u>Do members of the company have any kind of relationship with the municipality?</u>		
<u>12</u>	<u>Do members of the company have any relationship with any official of the municipality?</u>		
<u>13</u>	<u>Have the members of the company being the service of the state in the past five years?</u>		
<u>14</u>	<u>Have the members of the company being in the affairs of supply chain management in the past five years?</u>		
<u>15</u>	<u>Is the company in the supply of services and goods category?(inspection)</u>		
<u>16</u>	<u>Is the company in the rendering of goods and services category</u>		
<u>17</u>	<u>Does the company have similar experience in the selected category?</u>		
<u>18</u>	<u>Has the company attached its company profile which states both the mission and vision?</u>		
<u>19</u>	<u>Are the Curriculum vitae of the members, partners, or main shareholders been attached?</u>		
<u>20</u>	<u>Is the Black Empowerment Equity score card of the company been attached?</u>		
<u>21</u>	<u>Target Groups applicable:</u>		
	▪ <u>Former Combatants</u>		
	▪ <u>Women</u>		
	▪ <u>Youth</u>		

	▪ <u>Disabled</u>		
<u>22</u>	<u>Is it an emerging company?</u>		
<u>23</u>	<u>Is the company well established/fully developed?</u>		
<u>24</u>	<u>Does the company have banking details?</u>		
<u>25</u>	<u>Declaration of interest by company</u>		
<u>26</u>	<u>Did your company receive any accreditations?</u>		
<u>27</u>	<u>Did your company register with any professional body?</u>		
<u>28</u>			
<u>29</u>			
<u>30</u>			
<u>31</u>			
<u>32</u>			
<u>33</u>			

DECLARATION BY APPLICANT

I/we _____ (Name), the undersigned on behalf of the _____ (business name) declare that the information furnished is true and correct and that I/we have attached all the required documentary proof to substantiate the validity of the credentials of the company. I/we give the Municipality the authority to reject or impose any penalty should the company be found to have intentionally misrepresented some vital information. I/we declare that the banking details provided are correct. Furthermore, I/we are acquainted with the conditions of purchase and delivery, payments, definitions, vendor requirements and general definitions as stipulated on pages

Signature of the Applicant

Date: _____

Witnesses 1: _____

2: _____

FOR OFFICE USE ONLY- GREATER TZANEEN MUNICIPALITY	
CAPTURED BY	
DATE OF CAPTURE	
COMMENTS	
REASON FOR DISAPPROVAL	
VENDOR NO. ALLOCATED	

Database Administrator: Lehlogonolo Ramoshaba	Date:
--------------------------------------------------	-------

Database Administrator: Suzan Ngwenya	Date:
------------------------------------------	-------

Demand Management: Mashao Ndumiso Leon	Date:
-------------------------------------------	-------