



CITY OF MATLOSANA - MUNICIPALITY SUPPLIER REGISTRATION

APPLICATION INSTRUCTIONS:

- Application forms must be completed in legible block letters.
- It is the supplier's responsibility to confirm receipt of an application form.
- Application forms can be forwarded to:
City of Matlosana
Civic Centre
Bram Fischer Street
Klerksdorp, 2570
Tel: (018) 487 8043/ 8247/8258
Fax: (018) 487 8304
procurement@klerksdorp.org

SUPPORTING DOCUMENTATION:

- Company Registration.
- Valid Tax Clearance.
- Certified Copies of all Shareholders ID's.
- Company Banking Details(Cancelled cheque or Confirmation from the bank).
- Certified or Original BBB-EE Certificate

APPLICATION DECLARATION:

I declare that all the information provided is complete and correct to the best of my knowledge. I understand that any false information supplied could lead to my application being disqualified.

Date (DD/MM/YYYY)

Initials & Surname

Authorised Signature

D - PRODUCTS & SERVICES OFFERED

SELECT MAXIMUM OF SIX (6) CATEGORIES ONLY

- Please only tick Products & Services that you offer:

- | | |
|--|---|
| <input type="checkbox"/> ACCOMMODATION AND TRAVELING | <input type="checkbox"/> ADVERTISING AND MARKETING |
| <input type="checkbox"/> AIR CONDITIONING & MECHANICAL VENTILATION | <input type="checkbox"/> ALTERATION, RESTORATION & DECORATION |
| <input type="checkbox"/> AMMUNITION CONSUMABLES | <input type="checkbox"/> ARCHITECTURAL MAINTENANCE |
| <input type="checkbox"/> ARTS | <input type="checkbox"/> AUDIO EQUIPMENT |
| <input type="checkbox"/> AUDIO VISUAL MATERIAL AND EQUIPMENT | <input type="checkbox"/> AUDITING SERVICES |
| <input type="checkbox"/> AUTO ELECTRICAL SERVICES | <input type="checkbox"/> AUTO GLASS SERVICES |
| <input type="checkbox"/> AUTOMATED METER READING | |
| <input type="checkbox"/> BATTERIES FOR VEHICLES | <input type="checkbox"/> BILLBOARDS BLINDS |
| <input type="checkbox"/> | <input type="checkbox"/> BOLTS AND NUTS |
| <input type="checkbox"/> BOOKKEEPING | <input type="checkbox"/> BRICK PAVING |
| <input type="checkbox"/> BUILDING CONSTRUCTION | <input type="checkbox"/> BUILDING MATERIALS |
| <input type="checkbox"/> BUILDING WORKS - INDUSTRIAL | <input type="checkbox"/> BUSINESS CARDS |
| <input type="checkbox"/> CALIBRATION | <input type="checkbox"/> CALIBRATION - BREATHALISERS |
| <input type="checkbox"/> CALIBRATION - SPEED CAMERAS | <input type="checkbox"/> CARPENTRY |
| <input type="checkbox"/> CASH IN TRANSIT SERVICES | <input type="checkbox"/> CATERING |
| <input type="checkbox"/> CATHODIC PROTECTION | <input type="checkbox"/> CLEANING EQUIPMENTS |
| <input type="checkbox"/> CLEANING MATERIAL | <input type="checkbox"/> CLEANING SERVICES |
| <input type="checkbox"/> COMMUNICATION TWO WAY | <input type="checkbox"/> COMPRESSED AIR, GAS & VACUUM INSTALLATIONS |
| <input type="checkbox"/> COMPRESSOR AND ACCESSORIES | <input type="checkbox"/> COMPUTER CONSUMABLES |
| <input type="checkbox"/> COMPUTER HARDWARE | <input type="checkbox"/> COMPUTER SOFTWARE |
| <input type="checkbox"/> CONFERENCE HALL PACKAGE | <input type="checkbox"/> CONSTRUCTION - CIVIL |
| <input type="checkbox"/> CONSTRUCTION - ELECTRICAL | <input type="checkbox"/> CONSULTING |
| <input type="checkbox"/> CONTRACTOR TRANSPORT | <input type="checkbox"/> COURIER SERVICES |
| <input type="checkbox"/> CRANES & HOISTS | <input type="checkbox"/> CULVERTS |
| <input type="checkbox"/> CUTTING BLADES | <input type="checkbox"/> DIGITAL EQUIPMENT |
| <input type="checkbox"/> DATA CAPTURING AND ANALYSES | |
| <input type="checkbox"/> EARTH MOVING PARTS | <input type="checkbox"/> ELECTRICAL EQUIPMENT |
| <input type="checkbox"/> ELECTRICAL SERVICES | <input type="checkbox"/> EMULSION |
| <input type="checkbox"/> ENGINEERING - HYDRAULIC | <input type="checkbox"/> ENGINEERING WORKS - CIVIL |
| <input type="checkbox"/> ENGINEERING WORKS - ELECTRICAL | <input type="checkbox"/> ENGINEERING WORKS - MECHANICAL |
| <input type="checkbox"/> ELECTRONIC CONVENTIONAL METER READING | |
| <input type="checkbox"/> FEASIBILITY STUDIES | <input type="checkbox"/> FENCING MATERIAL |
| <input type="checkbox"/> FINANCIAL ACCOUNTING SERVICES | <input type="checkbox"/> FIRE EXTINGUISHERS |
| <input type="checkbox"/> FIREARM TRAINING | <input type="checkbox"/> FIRST AID KIT |
| <input type="checkbox"/> FORENSIC AUDIT SERVICE | <input type="checkbox"/> FUNCTION DECORATING |

D - PRODUCTS & SERVICES OFFERED

FUNCTION EQUIPMENT HIRE

GABIONS

GARDEN SERVICES

GIS APPLICATIONS

FURNITURE REMOVALS

GARDEN EQUIPMENT AND SUPPLIES

GAS CYLINDERS

- | | |
|--|---|
| <input type="checkbox"/> GENERATORS | <input type="checkbox"/> GRADER BLADES |
| <input type="checkbox"/> GRAPHIC DESIGN | <input type="checkbox"/> GRID ROLLER AND TOW TRACTOR |
| <input type="checkbox"/> GRINDING AND WELDING | <input type="checkbox"/> GROCERIES |
| <input type="checkbox"/> HIRING OF MACHINERY FOR ROAD CONSTRUCTION | <input type="checkbox"/> HORTICULTURAL |
| <input type="checkbox"/> HYDRAULICS | <input type="checkbox"/> INSURANCE |
| <input type="checkbox"/> KITCHEN APPLIANCES | <input type="checkbox"/> LAN CABLING |
| <input type="checkbox"/> LAND SCAPING | <input type="checkbox"/> LANDSCAPE DESIGN |
| <input type="checkbox"/> LEGAL SERVICES | <input type="checkbox"/> LIBRARY PURCHASES |
| <input type="checkbox"/> LOCK SMITH | <input type="checkbox"/> LOW COST HOUSING |
| <input type="checkbox"/> MAJOR STRUCTURES - BUSINESS/INDUSTRIAL | <input type="checkbox"/> MEDICAL SERVICES AND SUPPLIES |
| <input type="checkbox"/> MINOR STRUCTURES - DOMESTIC/RESIDENTIAL | <input type="checkbox"/> NEWS PAPER SUPPLIES |
| <input type="checkbox"/> NUMBER PLATE | <input type="checkbox"/> OFFICE CURTAINS AND RAILS |
| <input type="checkbox"/> OFFICE FURNITURE | <input type="checkbox"/> OFFICE STATIONARY |
| <input type="checkbox"/> OVERHAUL ENGINES | <input type="checkbox"/> PAINTING |
| <input type="checkbox"/> PANEL BEATING SERVICES | <input type="checkbox"/> PAVEMENT DESIGNS - MAJOR ROADS |
| <input type="checkbox"/> PAVEMENT DESIGNS - MINOR ROADS | <input type="checkbox"/> PEST CONTROL AND FUMIGATION |
| <input type="checkbox"/> PHOTOGRAPHIC AND FRAMING SERVICES | <input type="checkbox"/> PIPELINES & PUMP STATIONS |
| <input type="checkbox"/> PLUMBING | <input type="checkbox"/> PRINTING SERVICE |
| <input type="checkbox"/> PROMOTIONAL MATERIALS | <input type="checkbox"/> PROTECTIVE CLOTHING |
| <input type="checkbox"/> PUBLICATION, BOOKS AND MAGAZINES | <input type="checkbox"/> QS SERVICES |
| <input type="checkbox"/> RECREATIONAL & SPORTING FACILITIES | <input type="checkbox"/> RENOVATION OF BUILDING |
| <input type="checkbox"/> REPAIR AND MAINTENANCE OF MOTOR VEHICLES | <input type="checkbox"/> ROAD MAINTENANCE |
| <input type="checkbox"/> ROAD MAINTENANCE/REHABILITATION | <input type="checkbox"/> ROAD MIX |
| <input type="checkbox"/> ROAD SIGN POSTS | <input type="checkbox"/> ROAD SIGNS |
| <input type="checkbox"/> ROAD WORTHY TEST | <input type="checkbox"/> ROADS - MAJOR - FREEWAYS & ARTERIALS |
| <input type="checkbox"/> ROADS - MINOR - URBAN | <input type="checkbox"/> ROOF THATCH |
| <input type="checkbox"/> SAFETY EQUIPMENT | <input type="checkbox"/> SECURITY SERVICES |
| <input type="checkbox"/> SIGN WRITING | <input type="checkbox"/> SOIL STABILIZER |
| <input type="checkbox"/> SOLID WASTE DISPOSAL / LANDFILL SITES | <input type="checkbox"/> SPORT WEAR |
| <input type="checkbox"/> STORMWATER MAINTENANCE SYSTEMS | <input type="checkbox"/> TRAINING AND DEVELOPMENT |
| <input type="checkbox"/> TRANSPORTATION SERVICES | <input type="checkbox"/> TRAVEL AGENCY |
| <input type="checkbox"/> TROPHIES AND MEDALS | <input type="checkbox"/> TARRIFS CALCULATION |
| <input type="checkbox"/> UPHOLSTERY | |
| <input type="checkbox"/> URBAN PLANNING & DESIGN | <input type="checkbox"/> URBAN PLANNING - HERITAGE/HISTORIC |
| <input type="checkbox"/> VALUATIONS | <input type="checkbox"/> VEHICLES - SALES |
| <input type="checkbox"/> VEHICLES - SERVICING | <input type="checkbox"/> VISUAL EQUIPMENT AND MATERIAL |
| <input type="checkbox"/> WASTE WATER TREATMENT | <input type="checkbox"/> WATER & WASTE WATER RETICULATION |
| <input type="checkbox"/> WORKSHOP EQUIPMENT AND TOOLS | <input type="checkbox"/> WORKSHOP MATERIAL |

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 the 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**

3.7.1 If so, furnish particulars.

* In terms of the provisions of regulation 1 of the Municipal Supply Chain Management 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
- (f) an employee of Parliament or a provincial legislature.

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) 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?

YES/NO

3.9.1 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.

3.11 Is any spouse, 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.

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

YES / NO

3.12.1 If yes, furnish particulars.

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

YES / NO

3.13.1 If yes, furnish particulars.

3.14 Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this

company have any interest in any other related companies or business whether or not they are bidding for this contract. **YES / NO**

3.14.1 If yes, furnish particulars:

4. Full details of directors / trustees / members / shareholders.

Full Name	Identity Number	State Employee Number

.....
Signature

.....
Date

.....
Capacity

.....
Name of Bidder