



	Annual turnover: <i>(The CSIR gives preference to SMMEs &amp; need this information for supplier classification)</i>	√ relevant box below					
13	< R5m	<input type="checkbox"/>					
	> R5m & < R35m	<input type="checkbox"/>					
	> R35m	<input type="checkbox"/>					
14	Is 50% or more of your business owned by South African black people?	YES	NO	What %:			
15	Is 30 % or more of your business owned by South African black women?	YES	NO	What %:			
16	Is your organisation any of the following – please indicate?	Organ of state	Public entity	NGO*	NPO*	Labour broker	Other – provide details
17	Are you a Value-Adding Enterprise as defined legally? <i>(your net profit plus total labour costs exceeds 25% of your revenue)</i>	YES	NO				
18	Are you a 'start up' organisation? <i>(&lt; 12 months in business)</i>	YES	NO				
<b>CONTACT DETAILS for orders</b>							
19	Contact name:			Designation:			
	Tel (inc area code):			Fax (inc area code):			
	Cell:			Email:			
<b>CONTACT DETAILS for payments</b>							
20	Contact Name:			Designation:			
	Tel (inc area code):		Remittance advise e-mail address:				
<b>TRADE REFERENCE</b>							
21	Name of company:						
	Contact name:						
	Tel (inc area code):			Email:			
22	Who at the CSIR requested you to complete this form?						

**Mandatory Documents to be submitted:**

**Please √ if attached**

- |    |  |                          |
|----|--|--------------------------|
| 1. | Completed supplier registration form signed by authorised signatory of entity                          | <input type="checkbox"/> |
| 2. | A valid tax clearance certificate  | <input type="checkbox"/> |
| 3. | Original cancelled cheque <span style="float: right;"><b>OR</b></span>                                 | <input type="checkbox"/> |
|    | original copy of cheque certified by commissioner of oath <span style="float: right;"><b>OR</b></span> | <input type="checkbox"/> |
|    | original letter from bank, verifying banking details.  | <input type="checkbox"/> |

**Supporting Documents to be submitted – it will be advantageous to both parties if you can submit these documents:**

- |    |   |                          |
|----|---|--------------------------|
| 4. | A valid B-BBEE verification certificate obtained from an accredited verification agency <b>OR</b>   | <input type="checkbox"/> |
|    | For entities with turnover of less than R5m for previous financial year:  |                          |
|    | A letter from auditor confirming turnover <span style="float: right;"><b>OR</b></span>  | <input type="checkbox"/> |
|    | A letter certified by the commissioner of oath confirming turnover  | <input type="checkbox"/> |
| 5. | Shareholder certificates (for companies) or association agreements (for close corporations) or partnership agreements (for partnerships and joint ventures) confirming the percentage of black ownership. | <input type="checkbox"/> |

All payments will be made by means of electronic transfer only, by paying the amount due directly into a supplier's bank account through the ABSA Cashfocus System. This procedure is implemented not only to pay our creditors as conveniently as possible, but also to ensure the maximum protection to interested parties against loss, theft and cheque fraud.

We hereby request and authorise the CSIR to pay any amounts that may accrue to us directly to the credit of our account with the above-mentioned bank by electronic transfer.

We confirm that payment into our bank account, as set out above, will constitute a discharge of your payment obligations in respect of the amount so paid.

Changes to any of the above information or provided certificates, bank account or any other related information will be given in writing, approved by fully authorised persons.

In case of changes to bank account details, these should be submitted together with an original company cheque or stamped and certified by the relevant bank.

We, the undersigned, hereby confirm that we are duly authorised to bind the entity/company or close corporation into the above agreement and we certify that all information provided in this form is true and correct.

.....  
*Authorised signature*

.....  
*Initials and surname (please print)*

.....  
*Title*

.....  
*Date*

.....  
*Authorised signature*

.....  
*Initials and surname (please print)*

.....  
*Title*

.....  
*Date*

**Please note that the CSIR retains the right to withhold registration if information cannot be verified.**

*\*UNSPSC list can be found at: <http://www.csir.co.za/contacts.htm>  
B-BBEE – Broad Based Black Economic Empowerment  
NGO – Non Government Organisation  
NPO – Non Profit Organisation*