



SUPPLIER DATABASE REGISTRATION FORM

1. ORGANISATIONAL DETAILS (ATTACH BLANK LETTERHEAD)

Name of Company:
Physical Address:
Postal Address:
Contact Person:
Telephone Number: Fax number: e-mail address:
Company Registration number:
VAT Registration number:
Core Business:

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2. BANKING DETAILS

NB: Attach original cancelled cheque/ Original letter from bank confirming account (not older than 3 months)

Name of Bank:	Type of Account:
Branch Name and Code:	Account Number:

3. BBBEE RATING DETAILS

Which sector does your company belong to?
Has your company been rated as per BBBEE by an accredited agency? <i>If YES, attach a BBBEE Certificate. (Generic/Large Enterprises)</i>
If the company an EME (Exempted Micro Enterprise) attach affidavit available on Mhlathuze Water website: www.mhlathuze.co.za <i>NB: B-BBEE certificates from EME's will not be accepted</i>

4. PREFERENCE POINTS CLAIM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2001

EQUITY OWNERSHIP CLAIMED IN TERMS OF HISTORICALLY DISADVANTAGED INDIVIDUAL (HDI). POINTS TO BE CALCULATED FROM INFORMATION FURNISHED IN BELOW TABLE

Ownership	Percentage owned
Equity ownership by HDI*	%
Equity ownership by women	%
Equity ownership by disabled persons*	%

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*for disabled persons, indicate nature of impairment and attach a Doctor's certificate or any other proof of disability document

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***Historically Disadvantaged Individual (HDI)"** means a South African citizen

(1) who, due to the apartheid policy that had been in place, had no franchise in national elections prior to the introduction of the Constitution of the Republic of South Africa, 1983 (Act No 110 of 1983) or the Constitution of the Republic of South Africa, 1993, (Act No 200 of 1993) ("the interim Constitution); and/or

(2) who is a female; and/or

(3) who has a disability:

provided that a person who obtained South African citizenship on or after the coming to effect of the Interim Constitution, is deemed not to be a HDI;

* **Disability** means, in respect of a person, a permanent impairment of a physical, intellectual, or sensory function, which results in restricted, or lack of, ability to perform an activity in the manner, or within the range, considered normal for a human being.

5. OWNERSHIP STRUCTURE

NB: ATTACH COMPANY REGISTRATION CERTIFICATE, LIST OF DIRECTORS (CM 2) AND CERTIFIED COPIES OF OWNERS IDENTITY DOCUMENTS

Please tick the relevant one:

Traditional white company	
Black Company (75.1 – 100 % black owned)	
Black Company (50.1% - 75% black owned)	
Black empowered company (25.1% - 50% black owned)	
Black influenced companies (5% - 25%)	
Engendered company (30% owned and managed by black women)	

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6. SUPPLIER’S DECLARATION OF INTEREST

1. Any legal person, including persons employed by Mhlathuze Water, or persons who act on behalf of Mhlathuze Water or persons having a kinship with persons employed by Mhlathuze Water, including a blood relationship, may make an offer. In view of the possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons employed by Mhlathuze Water, or to persons who act on behalf of Mhlathuze Water, or to persons connected with or related to them, it is required that suppliers or their authorized representatives shall declare their position vis-à-vis their registration on Mhlathuze Water database, evaluating authority and/or take an oath declaring their interest, where

- 1.1 the supplier is employed by Mhlathuze Water or acts on behalf of Mhlathuze Water; and/or
- 1.2 the legal person on whose behalf the bid document is signed, has a relationship with a person/persons who are involved with the evaluation of the bid(s), or where it is known that such a relationship exists between the person or persons for whom or on whose behalf the declarant acts and persons who are involved with the evaluation of Mhlathuze Waters tenders.

IN ORDER TO GIVE EFFECT TO THE ABOVE, THE FOLLOWING QUESTIONNAIRE SHALL BE COMPLETED:

2. Are you or any person connected with Mhlathuze Water? **YES / NO**

2.1 If "YES", state particulars

3. Do you or any person have a relationship (family, friend, other) with a person employed by Mhlathuze Water, concerned with any Bid Committee or Supply Chain Management Unit, and who may be involved with the registration of supplier, evaluation or adjudication of tenders. **YES / NO**

3.1 If "YES", state particulars

4. Are you aware of any relationship (family, friend, other) between another supplier and any person employed by Mhlathuze Water, concerned with any Committee or Supply Chain Management Unit, who may be involved with supplier registration, evaluation or adjudication of tenders? **YES / NO**

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4.1 If "YES",

state

particulars

.....
.....

DECLARATION

I hereby declare that the above information is true and correct.

COMPANY NAME

NAME

SIGNATURE

DATE

DO NOT COPY

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7. RETURNABLE DOCUMENTS

Pre-requisite Documents	Submitted Yes/No
Certified ID copy (s) of Owners/Directors	
Full detail company profile	
Original cancelled cheque/Letter from the bank confirming banking details	
Certified B-BBEE rating certificate & summary	
Certified B-BBEE rating certificate, If the company is an EME – provide a Sworn-Affidavit (accessible from Mhlathuze Water Website:www.mhlathuze.co.za)	
Proof of registration on National Treasury Central Supplier Database	

Please submit all statutory documents related to your industry.

The Supply Chain Section is the ONLY section authorised to commit Mhlathuze Water to any expenditure for goods and services. Suppliers, who accept orders and supply goods without receiving a valid purchase order number, should note that there is no legal binding contract, and therefore, no obligation on behalf of Mhlathuze Water to pay for goods or services provided. Suppliers who do not obtain a valid order number will be prejudiced through delays in clearing payments.

To protect yourselves, DO NOT DELIVER any goods/services to Mhlathuze Water unless you are advised of the official order number.

You are strongly advised not to allow any goods to be COLLECTED from your premises unless the person collecting the goods can hand you an ORIGINAL Mhlathuze Water purchase order.

CONFIRMATION

I hereby warrant that I,..... am duly authorised to

submit information on my company, and certify to the best of my Company knowledge, that the information detailed above is correct.

Signed on behalf of the supplier at on theday of

Full name and surname:

Capacity:

Signature:

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