

ALFRED NZO DISTRICT MUNICIPALITY

PROVINCE OF THE EASTERN CAPE

*Erf1400 Ntsizwa Street
Private Bag X 511
MT AYLIFF
4735*



*Tel No. : (039) 2545 000
Direct No. :(039) 2545 002
Admin Fax :(039) 2540 343
e-mail-moyom@andm.gov.za*

**APPLICATION FOR REGISTRATION ON THE
ALFRED NZO DISTRICT MUNICIPALITY SUPPLY CHAIN DIRECTORY
(SUPPLIER / CONTRACTOR / SERVICE PROVIDER/CONSULTANTS)**

- Name of Enterprise:**
- Trading name:**
- a) Postal Address:
-
.....Postal Code:
- b) Physical Address of the business.....
-
.....Postal Code:
- c) Telephone no.: Area code (.....).....
- d) Fax. : Area code (.....).....
- e) Cell Phone No.:
- f) E-mail Address:
- g) Website Address:
- h) Contact Person:
- i) Main Specialty area in your Business:
- j) Enterprise registration number: #.....
- k) Enterprise income tax reference number: *.....
- l) VAT registration number:
- m) Workmen Compensation registration no. if registered:
- n) CIDB Registration no if registered:.....

**NB: A COPY OF THE CERTIFIED COPIES OF ID FOR THE DIRECTORS OF THE COMPANY,
ORIGINAL TAX CLEARANCE, ENTERPRISE REGISTRATION CERTIFICATE, LETTER FROM THE
BANK AND VAT REGISTRATION CERTIFICATE IS TO BE ATTACHED.**

List All Partners, proprietors and shareholders COPIES OF ID and Copies of Professional Certificate must be attached

NAME	SURNAME	IDENTITY NO.	HDI Status Yes/No (State Percentage)	Disabled Yes/No (State Disability and Percentage)	Women Yes/No State Disability and Percentage	CITIZENSHIP	PROFESSIONAL REGISTRATION NUMBER (where applicable)

BANKING DETAILS

I/We, the undersigned, hereby authorize and instruct Alfred Nzo District Municipality to pay all amounts that may hereinafter, from time to time, become due and payable to me/us by Alfred Nzo District Municipality by electronically transferring the same to the bank mentioned below for the credit of my/our account detailed below.

I/We, the undersigned, understand and agree that:

Any such transfer shall constitute a full and final discharge of Alfred Nzo District Municipality's obligations to make such payments to me/us. Alfred Nzo District Municipality shall not be liable to make good any loss which I/We may suffer consequent upon such transfers pursuant to this authority and instruction.

This payment authorization and instruction will be applied to both goods purchased and services rendered.

This authority and instruction will remain valid unless cancelled by either party upon thirty (30) days written notice. The said notice will only be effective in writing, delivered to the other party at the addresses stated herein and bearing an acknowledgement of receipt by the other party.

Should any transfer attempted in respect of this authorization be unsuccessful due to incorrect information supplied by me/us, I/We agree to pay all bank charges for this transfer attempt.

In the event that the details set out herein change. I/We agree to notify Alfred Nzo District Municipality forthwith.

1 Name of Banking Institute:

2. Branch:

3. Code:

4 Town /City:

5 Banking Account Number:

6 Name under which account is operated:

IMPORTANT: THIS MUST BE SIGNED AND FILLED BY BANK OFFICIAL.

BANK STAMP



**TO QUALIFY FOR SMME STATUS PART 2. MUST BE COMPLETED:
National Small Business Act No. 102 of 1996 Classification**

1. Indicate your Economic Sector - Give full description in 1.4 on page 1		2. Indicate the size of your Business if the National Small Business Act applies to your enterprise.				
Sector or sub-sectors in accordance with the Standard Industrial Classification		Size of class	Total full-time equivalent of paid employees	Total annual turnover	Total gross asset value (fixed property excluded)	Indicate the category of your business
Please indicate your Sector "X"			Less than:	Less than:	Less than:	"X"
All Tiers of Government 00001 - 09999		Not applicable	Not applicable	Not applicable	Not applicable	Not applicable
Agriculture 11001 - 14999		Medium	100	R 5 m	R 5 m	
		Small	50	R 3 m	R 3 m	
		Very small	10	R 0.50 m	R 0.50 m	
		Micro	5	R 0.20 m	R 0.10 m	
Mining and Quarrying 21001 - 29999		Medium	200	R 39 m	R 23 m	
		Small	50	R 10 m	R 6 m	
		Very small	20	R 4 m	R 2 m	
		Micro	5	R 0.20 m	R 0.10 m	
Manufacturing 30001 - 39999		Medium	200	R 51 m	R 19 m	
		Small	50	R 13 m	R 5 m	
		Very small	20	R 5 m	R 2 m	
		Micro	5	R 0.20 m	R 0.10 m	
Electricity, Gas and Water 41001 - 42999		Medium	200	R 51 m	R 19 m	
		Small	50	R 13 m	R 5 m	
		Very small	20	R 5.10 m	R 1.90 m	
		Micro	5	R 0.20 m	R 0.10 m	
Construction 50001 - 50999		Medium	200	R 26 m	R 5 m	
		Small	50	R 6 m	R 1 m	
		Very small	20	R 3 m	R 0.50 m	
		Micro	5	R 0.20 m	R 0.10 m	
Wholesale Trade, Commercial Agents and Allied Services 58001 - 61999		Medium	200	R 64 m	R 10 m	
		Small	50	R 32 m	R 5 m	
		Very small	20	R 6 m	R 0.60 m	
		Micro	5	R 0.20 m	R 0.10 m	
Retail and Motor Trade and Repair Services 62101 - 63500		Medium	200	R 39 m	R 6 m	
		Small	50	R 19 m	R 3 m	
		Very small	20	R 4 m	R 0.60 m	
		Micro	5	R 0.20 m	R 0.10 m	
Catering, Accommodation and other Trade 64101 - 64299		Medium	200	R 13 m	R 3 m	
		Small	50	R 6 m	R 1 m	
		Very small	20	R 1.50 m	R 0.90 m	
		Micro	5	R 0.20 m	R 0.10 m	
Transport, Storage and Communications 71001 - 75999		Medium	200	R 26 m	R 6 m	
		Small	50	R 13 m	R 3 m	
		Very small	20	R 3 m	R 0.60 m	
		Micro	5	R 0.20 m	R 0.10 m	
Finance and Business Services 81001 - 88999		Medium	200	R 26 m	R 5 m	
		Small	50	R 13 m	R 3 m	
		Very small	20	R 3 m	R 0.50 m	
		Micro	5	R 0.20 m	R 0.10 m	
Community, Social and Personal Services 91001 - 99999		Medium	200	R 13 m	R 6 m	
		Small	50	R 6 m	R 3 m	
		Very small	20	R 1 m	R 0.60 m	
		Micro	5	R 0.20 m	R 0.10 m	

MARK WITH 'X' THE CATEGORY OF COMMODITY/SERVICES YOU CAN SUPPLY**PLEASE DO NOT TICK MORE THAN 3 COMMODITY/SERVICES**

CODE	MAIN COMMODITY	X
10000	CONSTRUCTION EQUIPMENT AND SUPPLIES	
10010	Air conditioning and temperature control equipment	
10020	Building equipment and accessories (cement mixers, scaffolding, trowels, levels, etc	
10030	Building materials (bricks, cement, sand, painting, stone, steel, tiles, etc	
10040	Ceiling Boards, skirting's, etc	
10050	Construction Machinery	
10060	Doors and Windows	
10070	Electrical systems, lighting, components accessories and supplies.	
10080	Flooring materials (carpets, tiles, etc)	
10090	Plumbing ware an Materials	
10100	Roofing Materials	
10110	Sanitation ware and equipment	
20000	CONSTRUCTION SERVICES	
20010	Burglar proofing and systems	
20020	Concrete manufacture and works	
20030	Construction related transport	
20040	Demolition Services	
20050	Earthworks, drilling and Landscaping	
20060	Electrical Installation	
20070	Fencing	
20080	General Building Work	
20090	Glazing	
20100	Mechanical Contracts	
20110	Metalwork	
20120	Painting	
20130	Paving	
20140	Plumbing	
20150	Pre-cast concrete manufacture	
20160	Pump Station	
20170	Roadwork's	
20180	Sewerage systems and construction	
20200	Water works and pipelines	
30000	ELECTRICAL AND MECHANICAL EQUIPMENT, SERVICES AND SUPPLIES	
30010	Bearing Supplies	
30020	Bolts, nuts and fasteners	
30030	Electric Cables	
30040	Electrical component supplies	
30050	Electrical Equipment Repairs'	
30060	Hardware Supplies	
30070	Lifting equipment	

CODE	MAIN COMMODITY	X
30080	Mechanical seals and packing	
30090	Pipe and irrigation supplies	
30100	Power generation and distribution machinery and accessories	
30110	Pump Spares	
30120	Small tools	
30130	Transformer services	
30140	Valves and Coupling	
30150	Water meters, pipes, fittings, PVC, polyethylene, etc	
40000	GENERAL SERVICES	
40010	Accommodation and Lodging	
40020	Advertising, communication, design, editorial, publication and marketing	
40030	Auctioneering Services	
40040	Bookkeeping and Accounting Services	
40050	Catering and Refreshments	
40060	Cleaning Services	
40070	Conference Facilities and facilitation	
40080	Contract administration	
40090	Courier Services	
40100	Education and Training	
40110	Environmental Impact Studies	
40120	Freight Forwarding and Cleaning Services	
40130	General Maintenance Services	
40140	Healthcare	
40150	Horticulture	
40160	Infrastructural maintenance	
40170	Inspection Services	
40180	Insurance	
40190	IT, Broadcasting and telecommunication Services	
40200	Interior Decorating, refurbishment and upholstery	
40210	Land Valuation Services	
40220	Laundry and Dry Cleaning Services	
40230	Locksmith Services	
40240	Mailing Services	
40250	Management Services	
40260	Miscellaneous equipment and goods hiring	
40270	Personnel Services	
40280	Pest Control and removal Services	
40290	Photographic and graphic design services	
40300	Grass Cutting Services	
40310	First Aid Services	
40300	Picture Framing	

40310	First Aid Services			70070	Consulting Engineering-Roads and Storm Water		
40320	Procurement Services			70080	Consulting Engineering-Sewerage Systems		
40330	Printing			70130	Engineers Services		
40340	Research Services			70140	Financial Services		
40350	Real Estate Services			70150	Land Surveying		
40360	Site Cleaning			70200	Consulting Engineering - Mechanical		
40370	Security and Safety Services			70210	Medical Services		
40380	Storage			70220	Project Management		
40390	Social Facilitating			70230	Quantity Surveying		
40410	Translation and interpreting Services			70240	Town and regional planning		
40430	Travel Services						
40440	Vehicle Hire			80000	VEHICLE SUPPLY AND TRANSPORTATION SERVICES		
40430	Vending Services			80010	Alarm and Tracking Systems		
				80020	Batteries		
				80030	Engine Overhauls		
				80040	Fuel, Oils and Lubrications		
50000	OFFICE AND FACILITIES EQUIPMENT AND SUPPLIES			80050	Hydraulics		
50010	Computer equipment, networks and software			80060	Panel Beating		
50020	Consumables			80070	Radiator Repairs		
50030	Corporate Gifts			80080	Spares and parts		
50040	Domestic, industrial and cleaning equipment			80090	Towing Services		
	supplies			80100	Transmissions		
50050	Electronic Equipment, including audio-visual			80110	Treys and Tubes		
	equipment			80120	Upholstery		
50060	Fire Protection equipment			80130	Vehicle fleet Management		
50070	Flowers and plants			80140	Vehicle Supply		
50080	Food and Refreshments			80150	Windscreens		
50090	Household Furniture, appliances and goods						
50100	Office Furniture and Equipment			90000	LEGAL SERVICES		
50110	Office Supplies and Stationery			90010	Contracts Management		
50120	Printing, Copying, Binding and Photographic Services			90020	Conveyancing		
				30030	General Litigation		
60000	MISCELLANEOUS GOODS AND SUPPLIES			90040	Public Administration and Local Government Law		
60010	Environmental Cleansing Equipment, goods and supplies			90050	Constitutional Law		
60020	Fire protection equipment			90060	Disputes Resolution		
60030	Garden Tools			90070	Debt Collection		
60040	Material and Warehousing machinery			90080	Drafting of Agreement		
60050	Measuring, testing and Observation Equipment			90090	Arbitration, Mediation		
60060	Protective clothing and uniforms			90100	Labour Law and Industrial Law		
60070	Security Equipment, goods and Services						
60080	Sports and recreational equipment and goods						
70000	PROFESSIONAL SERVICES						
70010	Accounting, Auditing and Management Services						
70020	Architectural Services						
70030	Consulting Engineering - Electrical						
70040	Consulting Engineering - Environmental						
70050	Consulting Engineering - Other						
70060	Consulting Engineering - Project Management						

DECLARATION OF INTEREST

- 1. No form will be accepted from persons in the service of the state*.
- 1. 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 application form

- 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 **YES / NO**
 Twelve months?

3.7.1 If so, furnish particulars.

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

3.8.1 If so, furnish particulars.

3.9. Are any spouse, child or parent of the company’s directors, Managers, principle shareholders or stakeholders in service Of the state? **YES / NO**

3.9.1 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
- (f) An employee of Parliament or a provincial legislature.

Signature:.....**Name:**

Position :**Date:**

Name of enterprise:

CERTIFICATION OF CORRECTNESS OF INFORMATION AS PROVIDED

I/WE, THE UNDERSIGNED, WARRANTS THAT I AM/WE ARE DULY AUTHORISED TO DO SO ON BEHALF OF THE ENTERPRISE, CERTIFIES THAT THE ENTERPRISE COMPLIES WITH ALL STATUTORY AND MUNICIPAL REQUIREMENTS AND THAT THE INFORMATION SUPPLIED IN TERMS OF THIS DOCUMENT WITH ADDITIONAL INFORMATION IS CORRECT AND ACCURATE AND ACKNOWLEDGES THAT

- 1 The enterprise complies will all requirements for recognition as a Black/Priority Population Group/ Black Business Enterprise/ Priority Business Enterprise/ Woman Business Enterprise/ Disabled Person Enterprise and SMME.
- 2 If the information supplied is found to be incorrect then the Alfred Nzo District Municipality in addition to any remedies, it may have; may
 - I. Recover from the Enterprise all costs, losses or damages incurred or sustained by the Municipality as a result of the award of the contract, and/or
 - II. Cancel the contract and claim any damages which the Municipality may suffer by having to make favorable arrangements after such cancellations, and/or
 - III. Impose a penalty on the Enterprise as provided in the Tender Documents, and/or
 - IV. Take any other action as may be deemed necessary.

Signature.....

Name.....

I.D Number.....

Duly Authorized to sign on behalf of:

Address.....

.....

.....

Telephone.....

Signed and sworn to before me at.....

on this theday ofby the Deponent, who has acknowledged that he/she knows and understands the contents of this document, that it is true and correct to the best of his/her knowledge and that he/she has no objection to taking the prescribed oath, and that the prescribed oath will be binding on his/her conscience.

Commissioner of Oaths.....

NOTE: All pages of this Affidavit must be initialed by both the Deponent