



**INVITATION TO BOTH CURRENT AND PROSPECTIVE SUPPLIERS AND SERVICE PROVIDERS, TO SUBMIT COMPANY PROFILES FOR THE UPDATING OF THE LEJWELEPUTSWA DISTRICT MUNICIPALITY SUPPLIER'S DATABASE REGISTER.**

Suppliers and Services providers, both current and prospective, are invited to submit their company profiles for the updating of the Lejweleputswa District Municipality Suppliers Database.

**Information must include:**

- Company profile;
- Fully completed registration forms;
- Original and valid Tax Clearance Certificate OR SARS Pin;
- Declaration form (MBD 4)
- Certified company registration certificate (CK 1 & CK 2);
- Certified copies of director's ID's
- Cancelled cheque / confirmation letter from the bank
- B-BBEE rating certificate issued by a SANAS - accredited verification agency or an Affidavit or a registered auditor approved by the Independent Regulatory Board of Auditors (IRBA) or an Accounting Officer as contemplated in the Close Corporation Act (CCA) and/or confirmation from a firm of qualified auditors as proof of an Exempted Micro Enterprise (EME) Description of products and or services provided;
- Contact details ( Physical and postal address, telephone and fax numbers, email address and contact person);
- Region where the enterprise is situated;
- Bank details of the business
- Proof of registration on the Central Supplier Database (CSD)
- Bidders must submit their latest Municipal account with the address corresponding to the company's address on CPIC registration document or a Lease Agreement
- References of similar services done in the past should also be attached.

All suppliers must indicate a minimum of three (3) categories for their respective service/goods in for consideration onto the database. Registration forms are available at the Lejweleputswa District Municipality supply chain offices or they can be downloaded from the Lejweleputswa District Municipality website: [www.mylejweleputswa.co.za](http://www.mylejweleputswa.co.za)

All suitable and interested prospective suppliers are encouraged to register onto National Treasury's Central Supplier Database (CSD) by logging onto to the website address of <https://secure.csd.gov.za> or by logging onto National Treasury website address of [www.treasury.gov.za](http://www.treasury.gov.za) then click on CSD database icon.

**INVITATION TO SERVICES PROVIDERS / CREDITOR'S DATABASE**

**Must be addressed to:**

Municipal Manager  
Lejweleputswa District Municipality  
P. O. Box 2163

**Welkom**

9460

Enquiries: Mrs. M.V Molisenyana @ (057) 101 0187 OR

Email: [mantoo@lejwe.co.za](mailto:mantoo@lejwe.co.za)

Fax: 057 357 5781

OR

Municipal Manager  
Lejweleputswa District Municipality Offices  
Cnr. Tempest & Jan Hoffmeyer Road

**Welkom**

9460

Ms. R.P Adam @ (057) 101 0187

OR

[rethabile@lejwe.co.za](mailto:rethabile@lejwe.co.za) or visit [www.mylejweleputswa.co.za](http://www.mylejweleputswa.co.za)

**Closing date for submission of the database form is 14 May 2021.**

**PME KAOTA**  
**DISTRICT MUNICIPAL MANAGER**