

PUBLIC NOTICE

INVITE TO ATTEND A SCM INFORMATION SESSION AND TO REGISTER/UPDATE SUPPLIER DATABASE: MIDVAAL LOCAL MUNICIPALITY - 2014



Current and prospective providers are here invited to update, amend or apply for evaluation and listing as accredited prospective providers as per the commodity of goods and services required by Midvaal Local Municipality.

An information session will be held on Thursday, 20 November 2014 in the Meyerton Town Hall, Eeufees Crescent, Meyerton from 08:00 – 10:00 to give advice on completion and submission of tender documents, the completion of vendor applications, finance access for SME's, bid processes, evaluations of bids and the legislation applicable to Supply Chain.

The vendor application forms stipulating the registration requirements are available from Ms P Moeti , Mr E Maja or Ms L Mabena from the ground floor, main building, Mitchell Street, Meyerton as well as on MLM website: [www.midvaal.gov.za/Tenders/vendor Info](http://www.midvaal.gov.za/Tenders/vendor%20Info).

The following documents MUST be provided and attached to the original application forms:

- ❖ BEE rating certificate from an accredited verification agency in Gauteng (available on SANAS website: www.sanas.co.za);
- ❖ Proof of company registration;
- ❖ Original valid tax clearance certificate;
- ❖ CIDB Registration number (applicable to construction related services);
- ❖ Other certificates of bodies/councils that professions are required to be registered with (e.g. PSIRA, ASAQS, ECSA, SAIA, SETA, SAQA etc.)
- ❖ Certified copies of Id documents of all directors/members/shareholders as applicable to the supplier;
- ❖ Declarations;

- ❖ Certified licences and or accreditation certificates applicable to the trade your company is registering for (e.g. wireman's license, accreditation certificates for computer hardware and software distributors (SITA), etc);
- ❖ Please note that a maximum of three commodity categories will be registered per supplier and limited to the registered profession of the supplier. Please note that only services utilised by MLM will be considered for processing.
- ❖ A copy of the companies' rates and taxes account (not older than three months – not in arrears for longer than 90 days).

All original, fully completed and signed forms with the relevant attachments must be submitted by Friday, 20 February 2015 to:

POST:

**Midvaal Local Municipality
Supply chain Management Unit
P O Box 9
Meyerton
1960**

HAND DELIVER/COURIER:

**Midvaal Local Municipality
Supply Chain Management Unit
Mitchell Street
Meyerton
1961**

For more information kindly contact the SCM unit at (016) 360-7481 during office hours Monday – Friday between 07:30 and 16:00.

ORIGINAL SIGNED BY THE MUNIICPAL MANAGER

**MR. ASA DE KLERK
MUNICIPAL MANAGER
04 OCTOBER 2014**

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