



**NOTICE AND INVITATION TO REGISTER ONTO THE 2015/2016 SUPPLIERS/ VENDORS DATABASE OF GREATER TUBATSE MUNICIPALITY.**

1. The Greater Tubatse Municipality hereby informs all the prospective suppliers/ vendors of its needs requirements that the registration and accreditation of suppliers onto the municipal database will be re-opened from the **1st June 2015 to the 1st July 2015**. This accredited list of suppliers will then be used to source the municipal needs for the 2015/2016 financial year.
2. Prospective suppliers who want to be registered are advised to bring the following documents to the Greater Tubatse Municipal Civic Centre office No 42, Ground Floor during working hours (7h30 to 16h00).
  - 2.1 Proof of Business Registration Certificate
  - 2.2 Proof of Annual Return Certificate from CIPRO
  - 2.3 Business/ Company profile
  - 2.4 Original-valid Tax Clearance Certificate
  - 2.5 Certified Copies of Identity Documents of all Members/Directors.
  - 2.6 Original/ Certified Copy of B-BBEE Certificate
  - 2.7 Cancelled Cheque/ Original Letter from the Bank confirming business/ company account
  - 2.8 Proof of residence
3. For completion of database forms please contact Ms . Cecilia Pookgwadi or Mr. Point Maphanga @ 013 231 100/ 1156, Supply Chain Office Ground Floor.
4. For general enquiries please contact the Manager Supply Chain Management Unit : Ms. Maria Letsoalo @ 013 231 1231 or [mletsoalo@tubatse.gov.za](mailto:mletsoalo@tubatse.gov.za)
5. Registration forms can be obtained from the **Supply Chain Management Unit** or downloaded from **our website ([www.greatertubatse.gov.za](http://www.greatertubatse.gov.za))**.

**NB: SERVICE PROVIDERS WHO HAVE REGISTERED AFTER JULY 2014 (FOR 2014/15 FY), NEED NOT RE-REGISTER AND THE REGISTRATION PROCESS IS AT NO COST .**

Acting Municipal Manager  
MA Ramaipadi