



An area of unfound diversity
Xhariep

District Municipality

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INVITATION TO REGISTER ON THE XHARIEP DISTRICT MUNICIPALITY'S DATABASE

Invitation to prospective suppliers and service providers to apply for registration on the Xhariep District Municipality's database.

In order to comply with the requirements of regulation 14(b) of the Municipal Supply Chain Management Regulations, the Municipal Finance Act of 2003 (MFMA) and to ensure compliance with the Preferential Procurement Policy Framework Act of 2000 (PPPFA) and its regulations. Xhariep District Municipality invites prospective suppliers and service providers to be listed on its Suppliers' Database.

The purpose of which is to give all prospective suppliers and service providers an equal opportunity to submit quotations to supply goods and services to the Xhariep District Municipality's respective offices. Locally based suppliers/service providers within the boundaries of Xhariep are encouraged to register as well as those already on the Municipality's database. All suppliers who have previously registered on the Xhariep District Municipality's database should come to the Municipality to verify their information. Suppliers/service providers are also notified that no service or goods shall be delivered until official purchase order has been issued.

Kindly note that registration on the database does not guarantee work or request for quotations.

Database forms are available from: Xhariep District Municipality (or on the Municipality's Website)
20 Louw Street
Trompsburg
9913
Supply Chain Management Office

Closing date: April 29, 2016, at 12:00 (mid-day, on the municipal bid clock)

Enquiries: Mr Sejane Matobako
Manager: Supply Chain Management Unit.
Tel: 051 713 9300/311
Fax: 051 713 0461



Instructions for submissions of applications: Address applications to:
Mr. Martin Kubeka
Municipal Manager
Xhariep District Municipality
20 Louw Street
Trompsburg
9913

Documents to be submitted with database form:

- Proof of Municipal rates and taxes or Lease Agreement;
- Company Profile;
- Company Registration;
- Proof of Banking Details e.g. Cancelled cheque;
- B-BBEE Certificate (if available); and
- Declaration of Interest(attached on the forms).

Important Notice

- ❖ **All submission must be marked XDM 2015/2016 supplier database**
- ❖ **No e-mailed or faxed submissions will be accepted.**
- ❖ **Briefing session may be held on the closing date of submission at the Xhariep District Municipality building.**