

# SOUTH AFRICAN POLICE SERVICE

# SUPPLIER APPLICATION FORM

# **GOODS, WORKS AND SERVICES**

# Instructions

- Completion of this application must be done in black ink.
- Completion of this application does not mean that the SAPS have accepted your business entity as a supplier.
- Qualifying as a supplier does not necessarily mean that the SAPS will invite your business entity to quote. Please note, bids will be advertised in the Government Tender Bulletin.
- The SAPS will use the information that you fill in on this form to accredit your business entity in terms of the criteria stipulated below. This will apply for both existing and new suppliers.
- The SAPS will treat all the information that you supply as strictly confidential.
- The SAPS reserves the right to request additional information or documents regarding your answers in this application.
- The SAPS reserves the right to perform an audit to confirm or check any of the answers that you supply.
- Please make sure that your CEO or business entity secretary puts his/her signature to this application before you return it to the SAPS.
- Please respond to all applicable questions in the application as incomplete forms will not be processed.
- Print clearly, use black ink and complete all the relevant sections
- Please submit the original pages of the form to the SAPS, even if you were not required to complete all sections.
- Photocopy any pages that do not have sufficient space or add a page for additional information.
- Applications without relevant supporting documentation will not be processed. See checklist on Section C.

For more information or if you should require any help completing this application, please contact:

Name of Contact Person

**Contact Details** 

# Mandatory Requirements

- Please ensure that you have completed sections A and B, and all Annexures hereto, for accreditation.
- Use checklist (Section C) to ensure that you submit all the required supporting information
- You must submit the original AMD 1 document to the SAPS

## Conditions of Registration

- By completing and submitting this form to SAPS, data of your Business Entity will be recorded as a registered supplier, where-upon your application will be subjected to the accreditation process.
- This Registration Application represents an expression of interest from the supplier to conduct business with SAPS. Once submitted, your details will be assessed for inclusion on our prospective supplier database.
   Should your application be successful, your details will be maintained amongst a pool of prospective suppliers who are available to be put through for accreditation.
- Please note: Registration, or indeed full accreditation, does not guarantee you business from SAPS, nor does it represent a contractual agreement or arrangement in any way. Suppliers will be notified of specific trade opportunities via dedicated sourcing events (RFQs) run by the responsible sourcing practitioners or teams as they arise, on a rotational basis. Should your services be specifically required by SAPS, you might be requested to complete a further, more comprehensive profile in due course.
- Although you have submitted information, you may be required to complete additional forms to submit back to SAPS.
- SAPS reserves the right to verify all credentials submitted therein, prior to qualifying any supplier as an approved / accredited trade vendor.

### SUPPLIER DUE DILIGENCE

SAPS reserves the right to conduct supplier due diligence prior to final accreditation or at any time during the registration process, which may include, but is not limited to, site visits to the provided addresses on this form.

- The applicant must:
  - Confirm particulars provided in this form <u>ANNUALLY</u>.
  - Notify the SAPS of any change of particulars to an existing registration.
  - Be free from any restrictions from the National Treasury.
  - Provide the latest, valid, original Tax Clearance Certificate, upon expiry of the previous tax certificate.

# What to do with the completed application form?

- Double check that you have correctly filled in all the required information
- Use the checklist (Section C) to make sure that you have all the required supporting information.

## To mail your application:

- Make a photocopy of the application to keep for your own records.
- Mail your original application along with all the supporting information to:

### Postal Address:

## For Attention:

# To deliver your application:

- Make a photocopy of the application to keep for your own records.
- Mail your original application along with all the supporting information to:

## Physical Address:

## For Attention:

OFFICE USE ONLY							
Received on				Reason	n for rejection:		
Accepted		Rejected					
Supplier Numb	ber			Supplie ISS	r Number in		
		Pre-Ac	credita	tion l	nformation		
Rank and	Name	of SAPS Pre-Accre	editor	7	Fel. Phone No. of	SAPS Pre-Accredi	or
Signatu	Ire of	SAPS Pre-Accredit	or	Date Pre-accredited			
		Data	Captur	er Inf	ormation		
Name of SAPS Data Capturer							
INAIII	e of S	APS Data Capturer	,		Date	captured	
Nain	e of S	APS Data Capturer		Routi		captured	
Department		APS Data Capturer Print Name		ved from			Completed
			Form Date Recei	ved from	ng		Completed
			Form Date Recei	ved from	ng		Completed
			Form Date Recei	ved from	ng		Completed
			Form Date Recei	ved from	ng		Completed
			Form Date Recei	ved from	ng		Completed
			Form Date Recei	ved from	ng		Completed

# **CONTENT OF APPLICATION FORM**

Α	- General Information
В	- Financial Information
Declaration	
С	- Checklist Attach relevant documents as requested
Annexure I	<ul> <li>Built Environment Professionals and Building Contractors</li> </ul>
	Applicants to complete and acknowledge this Annexure:
	Annexure I (a) – Built Environment Professionals and Building Contractors Requirements
	Annexure I (b) – Classes of Construction Work
	Annexure I (c) – Specialist Works
	Annexure I (d) – How Contractor Grading Designation is determined
Annexure II	<ul> <li>Categories of Goods, Works &amp; Services to offer to the SAPS</li> </ul>
Annexure III	<ul> <li>Supplier Footprint (indicates where your business is prepared to provide GOODS, WORKS &amp; SERVICES at delivered prices / rates / tariffs / fees)</li> </ul>
SAPS 432(b)	– Registration Of Creditors Bank Account Details

SBD4 – Declaration of Interest

### STATE THE NATURE OF YOUR APPLICATION:

Are you a NEW applicant?	YES	COMPLETE THIS FORM IN FULL!			
Are you an EXISTING Supplier?	YES	KINDLY STATE SAPS SUPPLIER NUMBER AND TYPE OF APPLICATION, BELOW:			
SAPS SUPPLIER NUMBER:					
TYPE OF APPLICATION:	Ameno	Iment		Application for Additional Commodity Categories of Supply	
TIPE OF APPElOATION.	Complete the areas which requires changes		jes	Select the ADDITIONAL Commodity Categories, and provide your motivation for this application	

ACCREDITATION CRITERIA (All the requested information below is mandatory, when you are a new applicant, i.e. where <u>NO</u> SAPS Supplier Number exists. Failure to supply the requested information will lead to the non-accreditation of your Business Entity with regards to the listed Commodities)

# A. General Information

## **MASTER DETAIL**

Name of Business Entity

Name of Holding Company

Trading as	s Name	of Business	Entity
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#### Company Type:

								1
Code	Company Type	Select	Code	Company Type	Select	Code	Company Type	Select
CT100	Public Company		CT140	Personal Liability Company		CT180	Sole Proprietorship	
CT110	Private Company		CT150	Business Trust		CT190	Non Profit Company	
CT120	Close Corporation		CT160	Partnership		CT200	External Non Profit Company	
CT130	State-Owned Company		CT170	Co-operatives				

Registrations: (Please provide Proof of Registration) See Section C, Checklist

Department	Yes	No	<b>Registration Number</b>
Company Registration number / ID number of owner			
SARS – Business entity tax number			
SARS – VAT number			

### **COMMUNICATION & CONTACT DETAIL**

#### Note: Attach photocopies of this portion, should you have multiple contact persons in your company

Contact Person(Title, Initials and Surname) :	
Designation:	
Tel. Phone No.	
Fax No.	
Cell No.	
E – Mail Address:	

Will this person be the DEFAULT RECEIVER of documentation?

YES NO Will this person be the authorised person to access your Company profile on the SAPS Supplier Portal\* YES NO

\*Note: This will be a future enhancement for SAPS Supplier Registration

#### ADDRESS DETAIL

Postal Address of business entity (To which all correspondence must be sent)

	Postal Code			
Is this your preferred address?		Y	<b>ES</b>	NO

Physical Address of business entity (For Inspection Purposes)

	Area Code		
Is this your preferred address?		YES	NO

#### **OWNERSHIP DETAIL**

NOTE: Complete details for each principal in the Business Entity and attach copy of Identity Document for each (See Section C: Checklist) A principal is a partner in a partnership, a sole proprietor, a director in a company (actively involved) or a member of a close corporation.

NOTE: Attach photocopies of this portion, should you require more space for completing this

#### NOTE: All principle information to be provided and Percentage Ownership of all principles to add up to 100%

	Title (Prof, Dr, Mr, Ms, etc.)	Identity Number	
	Initials & Surname	Job Title in Business Entity	
1.	E.mail Address	Telephone Number	
	Cell Phone Number	Percentage Ownership	
	Title (Prof, Dr, Mr, Ms, etc.)	Identity Number	
2.	Initials & Surname	Job Title in Business Entity	
	E.mail Address	Telephone Number	
	Cell Phone Number	Percentage Ownership	
	Title (Prof, Dr, Mr, Ms, etc.)	Identity Number	
3.	Initials & Surname	Job Title in Business Entity	
З.	E.mail Address	Telephone Number	
	Cell Phone Number	Percentage Ownership	
	Title (Prof, Dr, Mr, Ms, etc.)	Identity Number	
	Initials & Surname	Job Title in Business Entity	
4.	E.mail Address	Telephone Number	
	Cell Phone Number	Percentage Ownership	
	Title (Prof, Dr, Mr, Ms, etc.)	Identity Number	
_	Initials & Surname	Job Title in Business Entity	
5.	E.mail Address	Telephone Number	
	Cell Phone Number	Percentage Ownership	
	Title (Prof, Dr, Mr, Ms, etc.)	Identity Number	
	Initials & Surname	Job Title in Business Entity	
6.	E.mail Address	Telephone Number	
	Cell Phone Number	Percentage Ownership	
	Title (Prof, Dr, Mr, Ms, etc.)	Identity Number	
	Initials & Surname	Job Title in Business Entity	
7.	E.mail Address	Telephone Number	
	Cell Phone Number	Percentage Ownership	

## SUPPLIER ADDITIONAL INFORMATION

#### TAX CLEARANCE CERTIFICATE

Current, Original, Valid Tax Clearance Certificate Attached?			
Tax Clearance Certificate Number			
Tax Clearance Certificate Expiry Date			

#### BROAD-BASED BLACK ECONOMIC EMPOWERMENT (B-BBEE)

Has your Business undergone a formal B-BBEE Accreditation?		YES	NO
If answered YES, state the name of the Accreditation Agency			
Indicate your B-BBEE Level of Accreditation			
B-BBEE Certificate Expiry Date			

Indicate under which Categories the Supplier must be Registered (if applicable)

1)	State Attorney	8) Personal Service Company	
2)	Attorney/Legal Representative	9) Personal Service Trust	
3)	Medical	10) Labour Broker with a SARS Exemption Certificate	
4)	Magistrate Office	11) Labour Broker without a SARS Exemption Certificate	
5)	Financial Institute	12) Agent	
6)	Standard Employee	13) None of the above	
7)	Non-Standard Employee		

### **DOCUMENTATION REQUIRED WITH THIS APPLICATION:**

- A Company Profile of your Business Entity must be attached which address a full overview of your business. (Failure to supply the Company Profile of your Business Entity will lead to the non-accreditation of your Business Entity with regards to the listed Commodities)
- KINDLY INDICATE ABILITY TO SUPPLY SPECIFIC GOODS, WORKS & SERVICES AS PER ANNEXURE I ATTACHED HERETO
- KINDLY INDICATE IN WHICH MUNICIPAL AREA(S) THE SPECIFIC GOODS, WORKS & SERVICES CAN BE SUPPLIED AS PER ANNEXURE II ATTACHED HERETO

# B. Financial Information

KINDLY COMPLETE THE REGISTRATION OF CREDITORS BANK ACCOUNT DETAILS FORM, SAPS 432(b)

# **Declaration**

I the undersigned hereby declare that:

- I am duly authorised to sign this application on behalf of the business entity;
- The information furnished as well as all documentation submitted in support of this application is true and correct in every respect and have been lawfully obtained, and may be verified by members of the SAPS;
- Any changes to the above information or registrations will be immediately communicated when it occurs, as indicated under the conditions of registration;
- It is accepted that the company will be approached for price quotations, either together with all other companies or on a rotational basis with a selected number of companies registered for the same categories;
- It is accepted that if any of the above information or enclosed documentary proof is found to be incorrect or false, the company may be deleted from the relevant Supplier Database and that criminal proceedings could be instituted against the business entity.

Respondent's Signature				
	On behalf of: (	(Business entity's name)		
	Date			
Respondent's Name:		Respondent's Title/Position		
Business entity Stamp	,			
Con	tact Informati	on for your Business Entity:		
Name of person:				
Designation of person:				
Telephone number:				
Fax number:				
E-mail address:				

C. Cł	IECKLIST OF DOCUMENTS ATTACHED	CROSS REFERENCE	YES	NO	N/A
1) • •	Copy of Business entity's Registration Documents: i.e. CK2 form <u>For Close Corporations</u> – a copy of the CIPRO report showing the directors/owners/members of the cc <u>For Pty Ltd</u> – a copy of the CIPRO report as well as a copy of the shareholders agreement or a letter from your auditors confirming the shareholding of the company Copy of shareholders/members certificates / agreements	Section A			
2)	Copy of Business entity's Vat Registration Certificate	Section A			
3)	Current Business entity original Tax Clearance Certificate	Section A			
4)	Copy of Identity Documents of Shareholders/Directors	Section A			
5)	Copy of Shareholders/Members Certificates/Agreements	Annexure I			
6)	Proof of CIDB Registration	Annexure I			
7)	Cancelled or blank invoice or Company Letterhead	Section A			
8)	Written proof of account from the bank / financial institution	SAPS 432(b)			
9)	Details of creditors bank account assignee	SAPS 432(b)			
10)	Registration of bank account details	SAPS 432(b)			
11)	B-BBEE Status level verification certificate or certified copy thereof	SAPS 432(b)			
12)	Written request from the Registered Member regarding the change of contact details (Only when an amendment on a current Supplier is made)	Section A			
13)	Company Profile	Section A			
14)	Declaration of interest	Section A			

# **ANNEXURE I**

Annexure I	<ul> <li>Built Environment Professionals and Building Contractors</li> </ul>
	Applicants to complete and acknowledge this Annexure:
	Annexure I (a) – Built Environment Professionals and Building Contractors Requirements
	Annexure I (b) – Classes of Construction Work
	Annexure I (c) – Specialist Works
	Annexure I (d) – How Contractor Grading Designation is determined

# ANNEXURE I (a)

**Built Environment Professionals and Building Contractors Requirements** 

# **BUILT ENVIROMENT PROFESSIONAL**

If one of the following services is indicated on ANNEXURE II, kindly supply the following information:

#### *(If the registration details and copies of Certificate are not provided your application for these service(s) will be rejected)*

Service	Body to be registered at	Registration/Certificate/Member Number	Certif attac	icate hed?
Architect	SA Council for Architects		YES	NO
Quantity Surveyor	SA Council for Quantity Surveyors		YES	NO
Civil Engineer	SA Engineering Council		YES	NO
Electrical Engineer	SA Engineering Council		YES	NO
Structural Engineer	SA Engineering Council		YES	NO
Mechanical Engineer	SA Engineering Council		YES	NO
Project Manager	SA Council of Project & Construction Management Professionals		YES	NO

## **BUILDING CONTRACTORS**

Indicate your Classes of Construction Works as listed on ANNEXURE I (b):

As per ANNEXURE I (b)	CIDB Classification (e.g. CE1, GB3)	CIDB CRS Number
Civil Engineering (CE)		
Electrical Engineering Works (EB)		
Electrical Engineering Works (EP)		
General Building Works (GB)		
Mechanical Engineering Works (ME)		
Specialist Works (SB to SQ)		

# ANNEXURE I (b)

**Classes of Construction Work** 

Table B: CLASSES OF CONSTRUCTION WORK (Schedule 3 of the Regulations)						
DEFINITION	BASIC WORKS TYPES	EXAMPLES				
CIVIL ENGINEERING (CE)						
Works primarily concerned with material such as steel, concrete, earth & rock & their application in the construction, operation, maintenance & management of hydraulic, structural, environmental & systems aspects of infrastructure works & services	Water, sewerage, transport, urban development & municipal services	<ul> <li>Airports &amp; runways</li> <li>Bridges, culverts &amp; canals</li> <li>Concrete dams</li> <li>Cooling towers</li> <li>Earth &amp; rock fill dams</li> <li>Earthworks, road &amp; storm water drainage</li> <li>Elevated reinforced concrete towers</li> <li>Freeways</li> <li>Grand stands</li> <li>irrigation</li> <li>Marine and dredging works</li> </ul>	<ul> <li>Pump stations &amp; pipelines</li> <li>Railway &amp; sidings</li> <li>security fences</li> <li>sewerage &amp; reticulation</li> <li>Silos</li> <li>Solid waste disposal sites</li> <li>Sporting facilities &amp; swimming pools</li> <li>Township services (water, sewer, roads &amp; storm water</li> <li>Tunnels &amp; underground works</li> <li>Wastewater &amp; sewerage treatment</li> <li>Water retaining structures</li> <li>Water reticulation &amp; treatment</li> </ul>			
<ul> <li>Construction works that are primarily concerned with development, extension, installation, removal, renovation, alteration or dismantling of engineering infrastructure:</li> <li>a) Relating to the generation, transmission and distribution of electricity; or</li> <li>b) Which cannot be classified as EB</li> </ul>	Electrical power generation, transmission, control and distribution equipment and systems	<ul> <li>Power generation</li> <li>Street area lighting</li> <li>Substations and protection system</li> <li>Township reticulations</li> <li>Transmission lines</li> <li>Supervisory control and data acquisition system</li> </ul>	iems			
ELECTRICAL ENGINEERING WORKS (Buildings) EB						
Construction works that are primarily concerned with the installation, extension, modification or repair of electrical installations in or on any premises used for the transmission or electricity from a point of control to a point of consumption, including any article forming part of such an installation.	All electrical equipment forming an integral and permanent part of building and /or structures, including any wiring, cable jointing and laying and electrical overhead line construction	<ul> <li>Electrical installation in buildings</li> <li>Electrical reticulations within a plot of land (en Standby plant and uninterrupted power supple</li> <li>Verification and certification of electrical installation</li> </ul>	ly			

Table B: CLASSES OF CONSTRUCTION WORK (Schedule 3 of the Regulations)						
DEFINITION	BASIC WORKS TYPES	EXAMPLES				
GENERAL BUILDING WORKS (GB)						
<ul> <li>Works primarily concerned with the provision of permanent shelter for its occupants or contents: or</li> <li>Works that cannot be categorized in terms of the definitions provided for civil, electrical or mechanical engineering works, or specialist works</li> </ul>	<ul> <li>Buildings &amp; ancillary works other than those categorized as :</li> <li>Civil engineering works</li> <li>Electrical Engineering works</li> <li>Mechanical engineering works</li> <li>Specialist works</li> </ul>	<ul> <li>Airport control towers</li> <li>Aquariums</li> <li>Auditoriums, opera houses, concert halls &amp; theatres</li> <li>Civic centres, city &amp; town halls</li> <li>Communications, radio &amp; television, computer buildings</li> <li>Conference centres</li> <li>Conservatories</li> <li>Defence &amp; education facilities</li> <li>Domestic facilities/ dwelling units</li> <li>Fencing</li> <li>High rise buildings</li> </ul>	<ul> <li>Hospitals/ clinics</li> <li>Justice buildings</li> <li>Industrial buildings, aircraft hangers,</li> <li>barracks, sheds, warehouses</li> <li>Laboratories</li> <li>Low rise buildings</li> <li>Mortuaries</li> <li>Museums, monuments &amp;</li> <li>memorials</li> <li>Police stations &amp; prison complexes</li> <li>Recreational &amp; leisure facilities</li> <li>Refurbish / renovate buildings</li> <li>Security facilities/ workshops</li> </ul>			
Works primarily concerned with the installation, testing, operation & maintenance of machines & thermodynamic processes & manufacturing, material handling plants & systems.	Machine systems including those relating to the environment of buildings interiors.	<ul> <li>Air-conditioning &amp; mechanical ventilation</li> <li>Boiler installations &amp; steam distribution</li> <li>Central heating</li> <li>Centralised hot water generation</li> <li>Compressed air, gas &amp; vacuum installations</li> <li>Conveyor &amp; materials handling installation</li> </ul>	<ul> <li>Cranes &amp; hoist</li> <li>Dust &amp; sawdust extraction</li> <li>Laundry equipment</li> <li>Kitchen equipment</li> <li>Lift installation &amp; escalators</li> <li>Piped services</li> <li>Pumping installations refrigeration &amp; cold rooms waste handling systems (including compactors)</li> </ul>			

# ANNEXURE I (c)

**Specialist Works** 

	Specialist works					
SB	Asphalt works (supply and lay)	SJ	Piling & specialized foundations for buildings & structures			
sc	Building excavations, shaft sinking, lateral earth support	SK	Road markings & signage			
SD	Corrosion protection (cathodic, anodic & electrolytic)	SL	Structural steelwork fabrication & erection			
SE	Demolition & blasting	SM	Timber buildings & structures			
SF	Fire prevention & protection systems	SN	Waterproofing of basements, roofs & walls using specialist systems			
SG	Glazing, curtain walls & shop fronts	so	Water supply & drainage for buildings (wet services, plumbing)			
SH	Landscaping, irrigation & horticultural works	SQ	The development, extension, installation, repair, removal, alteration, dismantling or demolition of precast concrete or steel fencing			
SI	Lifts, escalators & travelators (installation, commissioning & maintenance)					

# ANNEXURE I (d)

# How Contractor Grading Designation is determined

#### HOW CONTRACTOR GRADING DESIGNATION ARE DETERMINED

#### Notes

- Your contractor grading designation is determined by your financial capability and your works capability.
- Your financial capability relates to your financial history (turnover), the value of your completed contracts and the amount of working capital you can sustain a contract, i.e. employable capital. Employable capital is determined from the liquid cash resources available to you, including bank balances, loans that may be leveraged and any financial sponsorship.
- Your works capability is determined by the largest contract you have undertaken in your class of construction works. The number of professionals you employ, and your fulfilment of relevant statutory requirements.
- If you are a newly established enterprise, your annual turnover and track record with regards to contracts completed is not taken into account to determine your contractor grading designation. However, if you have a track record of at least one, but less than two years, your contractor grading designation will be calculated both as for an established enterprise, and as for a newly established enterprise with no history, you will be awarded the most favourable grading designation of the two.
- Your contractor grading designation will be used by government (national, provincial, municipal and state owned enterprises) to decide if your tender will be considered for a particular construction works contract, for example: if you are registered as a 5CE, you will be considered for public sector civil engineering works contracts of a value not exceeding R5 million. You may register to different classes of works. For example, you may be register as a 5CE and an 8ME. This means that you will be considered for public section mechanical engineering works contracts of a value not exceeding R100 million.

#### TRANSFER OF TRACK RECORD

The record of one entity may be transferred to that of another entity and treated as if it were the same entity for the purpose of assessment where:

- A sole proprietor becomes a close corporation or Pty (Ltd);
- A sole corporation becomes a Pty (Ltd), or vice versa, without any substantial changes; or
- A company registered in terms of and Act undergoes only a name change for whatever reasons without changing principals.

#### TABLE C: TENDER VALUE RANGE (Table 8 of the Regulations)

A registered company contractor's grading designation (indicated in the first column, below), means that the contractor's is considered capable of undertaking a contract in the range of tender values indicated in the third and forth columns- in the contractor's registered class of construction works.

Contractor Grading	Tender Value Range	Range of Tender Value		
Designation	designation	Greater than	Less than or equal to	
1 (class of construction works)	1	R 0	R 200 000	
2 (class of construction works)	2	R 200 000	R 650 000	
3 (class of construction works)	3	R 650 000	R 2 000 000	
4 (class of construction works)	4	R 2 000 000	R 4 000 000	
5 (class of construction works)	5	R 4 000 000	R 6 500 000	
6 (class of construction works)	6	R 6 500 000	R 13 000 000	
7 (class of construction works)	7	R 13 000 000	R 40 000 000	
8 (class of construction works)	8	R 40 000 000	R 130 000 000	
9 (class of construction works)	9	R 130 000 000	No limit	

**DETERMING FINACIAL CAPABILITY** 

#### Notes for enterprises with 2 or more years turnover

Depending upon the contractor grading designation applied for, your financial capability will be determined from:

 Your annual average turnover the 2 years immediately preceding the application. The turnover over the most favourable financial year of the 2 years immediately preceding the application may be used in the assessment of turnover, provided that the contractor satisfies all other criteria relating to financial capability.

# **ANNEXURE II**

# KINDLY INDICATE ABILITY TO SUPPLY SPECIFIC GOODS, WORKS & SERVICES (limited to only THREE commodities)

# IMPORTANT NOTES:

- Select the Commodity Sub Categories, your Business Entity can provide you are allowed to select **ONLY 3 (THREE) Main Categories**, i.e. the categories marked in **bold**;
- Should your Business Entity be in the market for more than 3 (THREE) Main Categories, you are required to select ONLY your 3 (THREE) <u>CORE categories of business</u>;
- For all additional categories (over and above the allowed 3 (THREE) you have selected) that your Business Entity can supply, you are required to complete **an additional application form**, <u>AFTER you have been issued a Supplier Number</u>;
- These additional categories (over and above the allowed 3 (THREE) will be subjected to an approval process, which will inter alia invoke the "SUPPLIER DUE DILIGENCE"-clause of this document;
- SAPS had taken an explicit decision that should any supplier fail to respond to a Request for Quotation on three consecutive occasions, the SAPS will remove the Business Entity from the SAPS Supplier Database. It is required of Suppliers to maintain their business relationship with SAPS. If it comes to SAPS attention that suppliers do not respond to RFQs sent to them or do not have a reason not to quote, SAPS will without any notice remove the remove the Business Entity from the SAPS Supplier Database. IT IS THEREFORE VERY IMPORTANT TO LINK YOUR BUSINESS ENTITY ONLY TO YOUR CORE CATEGORIES OF BUSINESS, to ensure that you will be able to submit the quotations as requested.

03	FIRE CONTROL EQUIPMENT	
03028	FIRE CONTROL DIRECTORS	
03029	FIRE CONTROL COMPUTING SIGHTS AND DEVICES	
03030	FIRE CONTROL SYSTEMS, COMPLETE	
03031	OPTICAL SIGHTING AND RANGING EQUIPMENT	
03032	FIRE CONTROL STABILIZING MECHANISMS	
03033	FIRE CONTROL DESIGNATING AND INDICATING EQUIPMENT	
03034	FIRE CONTROL TRANSMITTING AND RECEIVING EQUIPMENT, EXEPT AIRBORNE	
03035	AIRCRAFT GUNNERY FIRE CONTROL COMPONENTS	
03036	AIRCRAFT BOMBING FIRE CONTROL COMPONENTS	
03037	FIRE CONTROL RADAR EQUIPMENT, EXCEPT AIRBONRNE	
03038	FIRE CONTROL SONAR EQUIPMENT	
13	GROUND EFFECT VEHICLES, MOTOR	
40400	VEHICLES, TRAILERS, AND CYCLES	
13123	GROUND EFFECT VEHICLES	
13124	PASSENGER MOTOR VEHICLES AND TRUCK UTILITY	
13125	TRUCKS AND TRUCK TRACTORS, CARGO	
13126	TRAILERS	
13127	MOTORCYCLES, MOTOR SCOOTERS	
13128	COMBAT, ASSAULT, AND TACTICAL VEHICLES, TRACKED	
13930	BICYCLE	
13931	BUSSES, PASSENGER, 10 TO 16 SEATS	
13932	BUSSES, PASSENGER, 25 SEATS	
13933	BUSSES, PASSENGER, 35 SEATS	
13934	BUSSES, PASSENGER, 50 SEATS	
13935	BUSSES, PASSENGER, 60 SEATS	
13936	BUSSES, PASSENGER, 8 TO 10 SEATS	
131147	BUSSES, PASSENGER, 75 SEATS AND ABOVE	
13939	TRAILER, ABLUTION	
13940	TRAILER, BOATS	
13941	TRAILER, BREAKDOWN	
13942	TRAILER, CARAVAN	
13943	TRAILER, CARGO	
13944	TRAILER, CLASS ROOM	
13945	TRAILER, DROP SIDE	
13946	TRAILER, FIELD KITCHEN	
13947	TRAILER, FIRE FIGHTER	
13948	TRAILER, FLATBED	
13949	TRAILER, HORSE AND CATTLE	
13950	TRAILER, MOBILE CHARGE OFFICE	
13951	TRAILER, PERSONNEL CARRIER	
13952	TRAILER, WORKSHOPS	
13953	TRAILER, X-RAY	
13954	TRUCKS AND TRUCK TRACTORS, ARMERED	

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101012       CONSULTING - CHEMICAL ENGINEERS         101013       CONSULTING - COMMUNICATION STRATEGIES & SYSTEMS         101014       CONSULTING - COMMUNITY SERVICES         101015       CONSULTING - COMPUTER PROGRAMMING & SOFTWARE         DEVELOPMENT       DEVELOPMENT         101017       CONSULTING - COMPUTER SYSTEMS & SOLUTIONS         101018       CONSULTING - CONSTRUCTION ENGINEERS         101019       CONSULTING - DATABASE         101020       CONSULTING - ELECTRICAL ENGINEERS         101021       CONSULTING - ELECTRONIC ENGINEERS         101022       CONSULTING - EMERGENCY & DISASTER MANAGEMENT         101023       CONSULTING - EMPLOYEE BENEFIT & EMPOWERMENT         101024       CONSULTING - ENVIRONMENTAL         101025       CONSULTING - ENVIRONMENTAL         101026       CONSULTING - EXHIBITIONS         101027       CONSULTING - EXHIBITIONS         101028       CONSULTING - FORENSICS         101030       CONSULTING - FORENSICS         101031       CONSULTING - HALTH CARE         101032       CONSULTING - HALTH CARE         101033       CONSULTING - HADRATERS         101034       CONSULTING - LABOUR         101035       CONSULTING - HOMATORY         101036       CONSULTING	101010	CONSULTING - BIOMETRICS SOLUTIONS	
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101016         CONSULTING - COMPUTER PROGRAMMING & SOFTWARE DEVELOPMENT           101017         CONSULTING - COMPUTER SYSTEMS & SOLUTIONS           101018         CONSULTING - CONSTRUCTION ENGINEERS           101019         CONSULTING - DATABASE           101020         CONSULTING - ELECTRICAL ENGINEERS           101021         CONSULTING - ELECTRONIC ENGINEERS           101022         CONSULTING - EMERGENCY & DISASTER MANAGEMENT           101023         CONSULTING - EMPLOYEE BENEFIT & EMPOWERMENT           101024         CONSULTING - EMPLOYEE DEVELOPMENT           101025         CONSULTING - ENVIRONMENTAL           101026         CONSULTING - ENVIRONMENTAL           101027         CONSULTING - ENVIRONMENTAL           101028         CONSULTING - ENVIRONMENTAL           101029         CONSULTING - ENVIRONMENTAL           101020         CONSULTING - ENVIRONMENTAL           101021         CONSULTING - ENVIRONMENTAL           101022         CONSULTING - ENVIRONMENTAL           101023         CONSULTING - FORENSICS           101030         CONSULTING - FORENSICS           101031         CONSULTING - HEALTH CARE           101032         CONSULTING - HEALTH CARE           101033         CONSULTING - HONAN RESOURCES           101034	101014	CONSULTING - COMMUNICATION STRATEGIES & SYSTEMS	
101016       DEVELOPMENT         101017       CONSULTING - COMPUTER SYSTEMS & SOLUTIONS         101018       CONSULTING - CONSTRUCTION ENGINEERS         101019       CONSULTING - DATABASE         101020       CONSULTING - ELECTRICAL ENGINEERS         101021       CONSULTING - ELECTRONIC ENGINEERS         101022       CONSULTING - EMPLOYEE BENEFIT & EMPOWERMENT         101023       CONSULTING - EMPLOYEE BENEFIT & EMPOWERMENT         101024       CONSULTING - ENVIRONMENTAL         101025       CONSULTING - EXHIBITIONS         101026       CONSULTING - EXHIBITIONS         101027       CONSULTING - EXPORT & IMPORT         101028       CONSULTING - FORENSICS         101030       CONSULTING - FORENSICS         101030       CONSULTING - HEALTH CARE         101031       CONSULTING - HUMAN RESOURCES         101032       CONSULTING - HUMAN RESOURCES         101033       CONSULTING - LABORATORY         101034       CONSULTING - MECHANICAL ENGINEERS         101035       CONSULTING - MECHANICAL ENGINEERS         101036       CONSULTING - LABORATORY         101037       CONSULTING - MECHANICAL ENGINEERS         101038       CONSULTING - MECHANICAL ENGINEERS         101039       CONSULTING - MECHA	101015	CONSULTING - COMMUNITY SERVICES	
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121010       AIR-CONDITIONING SYSTEMS (REPAIR AND MAINTENANCE)         121011       AIRCRAFT SERVICING & REPAIRS         121012       AIRCRAFT SURVEILLANCE EQUIPMENT         121013       TV, SATELLITE DISH INSTALLATION AND MAINTENANCE         121014       MAINTENANCE & REPAIR, DIVING EQUIPMENT         121015       INSTALLATION, MAINTENANCE & REPAIR OF ELECTRICAL FENCING         121016       MAINTENANCE, REPAIR & UPGRADE OF GV SYSTEM         121017       MAINTENANCE AND SUPPORT OF RADIO NETWORK SYSTEMS	
121012       AIRCRAFT SURVEILLANCE EQUIPMENT         121013       TV, SATELLITE DISH INSTALLATION AND MAINTENANCE         121014       MAINTENANCE & REPAIR, DIVING EQUIPMENT         121015       INSTALLATION, MAINTENANCE & REPAIR OF ELECTRICAL FENCING         121016       MAINTENANCE, REPAIR & UPGRADE OF GV SYSTEM         121017       MAINTENANCE AND SUPPORT OF RADIO NETWORK SYSTEMS	
121013       TV, SATELLITE DISH INSTALLATION AND MAINTENANCE         121014       MAINTENANCE & REPAIR, DIVING EQUIPMENT         121015       INSTALLATION, MAINTENANCE & REPAIR OF ELECTRICAL FENCING         121016       MAINTENANCE, REPAIR & UPGRADE OF GV SYSTEM         121017       MAINTENANCE AND SUPPORT OF RADIO NETWORK SYSTEMS	
121014       MAINTENANCE & REPAIR, DIVING EQUIPMENT         121015       INSTALLATION, MAINTENANCE & REPAIR OF ELECTRICAL FENCING         121016       MAINTENANCE, REPAIR & UPGRADE OF GV SYSTEM         121017       MAINTENANCE AND SUPPORT OF RADIO NETWORK SYSTEMS	
121015         INSTALLATION, MAINTENANCE & REPAIR OF ELECTRICAL FENCING           121016         MAINTENANCE, REPAIR & UPGRADE OF GV SYSTEM           121017         MAINTENANCE AND SUPPORT OF RADIO NETWORK SYSTEMS	
121015         FENCING           121016         MAINTENANCE, REPAIR & UPGRADE OF GV SYSTEM           121017         MAINTENANCE AND SUPPORT OF RADIO NETWORK SYSTEMS	
121017 MAINTENANCE AND SUPPORT OF RADIO NETWORK SYSTEMS	
121018 MAINTENANCE, REPAIR & CALIBRATION OF SCALES	
121019 MAINTENANCE, SERVICE & REPAIR OF INDOOR DOPPLER RADAR SYSTEM	
121020 MAINTENANCE, SERVICE & REPAIR OF SPECTROMETER	
121021 MAINTENANCE & REPAIR OF THE HIGH DEFINITION MULTI- IMAGING SYSTEM AND MULTI-IMAGING SYSTEM	
121022 INSPECTION, MAINTENANCE & REPAIR FIRE EXTINGUISHERS / FIRE HYDRANTS	
121023 SERVICE, MAINTENANCE & REPAIR OF GENERATORS	
121024 HANDYMAN/GENERAL MAINTENANCE	
121025 INSTALLATION, MAINTENANCE & REPAIR: CARPENTERY, CABINET / FURNITURE MAKING	
121026 INSTALLATION, MAINTENANCE & REPAIR: PLUMBING	
121027 INSTALLATION, MAINTENANCE & REPAIR: ELECTRICAL & ELECTRICIANS	
122 SECURITY SERVICES	
122001 LOCKSMITH SERVICES	
122002 SAFES & SAFE REMOVAL SERVICES	
122003 SECURITY ALARM SYSTEMS, EQUIPMENT AND CCTV SYTEMS	
122004 SECURITY SERVICES - GUARDING	
123 SERVICE PROVIDERS - CELLULAR, TELEPHONE AND INTERNET	
123001 SERVICE PROVIDERS - CELLULAR, TELEPHONE AND INTERNET	
124 SEWING, NEEDLEWORK & TAILOR	
124001 DRESSMAKING	
124002 EMBROIDERY SERVICES (LOGO) 124003 UNIFORM ALTERATIONS	
124003 UNIFORM ALTERATIONS 124004 CLOTHING MANUFACTURERS	
125 SOFTWARE & LICENSING SERVICES	
125001 GIS SOFTWARE, MODELLING & ANALYSIS	
125002 BAR CODE SOFTWARE & PRINTERS	
126 TRAINING & STAFF DEVELOPMENT	
126001 TRAINING: COMMUNICATION	
126002 TRAINING: FINANCIAL MANAGEMENT	
126003 TRAINING: HUMAN RESOURCE	
126004 TRAINING: OCCUPATIONAL SAFETY & (SHEQ)	
126005 TRAINING: OCCUPATIONAL SAFETY & (SHEQ)	

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126006	TRAINING: PROJECT MANAGEMENT	
126007	TRAINING: INFORMATION SERVICES	
126008	TRAINING: COMPUTER LITERACY	
126009	TRAINING: MATERIAL & MANUALS	
126010	SELF DEFENCE TRAINING	
126011	TRAINING INSTITUTES	
126012	TRAINING PROFESSIONALS: TEACHERS & EDUCATORS	
126013	TRAINING: DRIVING INSTRUCTORS	
126014	TRAINING: OFFICIAL COURSE TRAINING, ENVIRONMENTAL MANAGEMENT SYSTEM	
126015	TRAINING: OFFICIAL COURSE TRAINING, INTERNAL AUDITOR	
126016	TRAINING: OFFICIAL COURSE TRAINING, LAB SAFETY, PRODUCTIVITY A ND QUALITY MANAGEMENT	
126017	TRAINING: OFFICIAL COURSE TRAINING, DOCUMENT CONTROL	
126018	TRAINING: OFFICIAL COURSE TRAINING, SESSION FOR STRATEGIC MANAGEMENT	
126019	TRAINING: OFFICIAL COURSE TRAINING, STATISTICAL METHOD VALIDATION	
126020	TRAINING: OFFICIAL COURSE TRAINING, ISO 9001 - INTRO TO QUALITY MANAGEMENT	
126021	TRAINING: OFFICIAL COURSE TRAINING, HAZARD IDENTIFICATION AND RISK ASSESSMENT	
126022	TRAINING: OFFICIAL COURSE TRAINING, MANAGEMENT OF HAZARDOUS AND TOXIC WASTE	
126023	TRAINING: OFFICIAL COURSE TRAINING, ACCREDITED CAP AUDITORS COURSE	
126024	TRAINING: OFFICIAL COURSE TRAINING, EMERGENCY AWARENESS AND EV ACUATION	
126025	TRAINING: OFFICIAL COURSE TRAINING, FIRST AID LEVEL I, II AND III	
126026	TRAINING: OFFICIAL COURSE TRAINING, FIRST AID LEVEL 5	
126027	TRAINING: OFFICIAL COURSE TRAINING, OHSAS 18001	
126028	TRAINING: OFFICIAL COURSE TRAINING, RADIATION PROTECTION	
126029	TRAINING: OFFICIAL COURSE TRAINING, ROOT CAUSE ANALYSIS	
126030	TRAINING: OFFICIAL COURSE TRAINING, SHEMTRAC OFFICERS	
126031	TRAINING: OFFICIAL COURSE TRAINING, HAZARDOUS WASTE MANAGEMENT	
126032	TRAINING: OFFICIAL COURSE TRAINING, OHS ACT A - Z	
126033	TRAINING: OFFICIAL COURSE TRAINING, BASIC FIRE FIGHTING	
126034	TRAINING: OFFICIAL COURSE TRAINING, SHE & QUALITY MANAGEMENT	
126035	TRAINING: OFFICIAL COURSE TRAINING, SHE TRAINING FOR SUPERVISORS	
126036	TRAINING: OFFICIAL COURSE TRAINING, INCIDENT INVESTIGATION	
126037	TRAINING: OFFICIAL COURSE TRAINING, ISO 17025 LAB SYSTEM & AUDITOR	
126038	TRAINING: OFFICIAL COURSE TRAINING, PROGRAMME IN TOTAL QUALITY MANAGEMENT	
126039	TRAINING: OFFICIAL COURSE TRAINING, SHE REPRESENTATIVE	

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126040	TRAINING: OFFICIAL COURSE TRAINING, BASICS OF TOTAL QUALITY MANAGEMENT
126041	TRAINING: SPECIALIZED FORENSIC TRAINING INITIATIVES AND NICHE FORENSIC TESTING SERVICES
126042	TRAINING: OFFICIAL COURSE TRAINING, HEALTH AND SAFETY : RISK M ANAGEMENT
127	TRANSPORT SERVICES
127001	CHEMICAL TRANSPORT SERVICES
127002	COURIER AND MAILING SERVICES
127003	FURNITURE REMOVAL AND STORAGE
127004	TRANSPORT SERVICES - GOODS
127005	TRANSPORT SERVICES - PASSENGERS
127006	TRANSPORT SERVICES (MINI-BUSSES TO BUSSES)
127007	TOWING SERVICES
400	TRAVELING, ACCOMMODATION &
128	CONFERENCE SERVICES
128001	ACCOMMODATION (GUESTHOUSE, HOTELS, INNS & LODGES)
128002	CONFERENCE CENTRES & FACILITIES
128003	CONFERENCING SYSTEMS
128004	HOSPITALITY SERVICES CORPORATE
128005	AIRCRAFT CHARTER SERVICES
128006	AIRLINES COMMERCIAL - DOMESTIC FLIGHTS
128007	AIRLINES COMMERCIAL - INTERNATIONAL FLIGHTS
128008	TRAVEL AGENCIES
128009	VEHICLE RENTAL & HIRING - PASSENGER VEHICLES
128010	VEHICLE RENTAL & HIRING - HEAVY VEHICLES
128011	VEHICLE CONVERTION SERVICES
129	SPECIAL SERVICE, CONVERSION OF SAPS VEHICLES
129001	CONVERSION & CUSTOMISATION, TRAILERS / CONTAINERS
129002	COMPACTING OF VEHICLES
130	VENDING MACHINE SERVICES
130001	VENDING MACHINE SERVICES
131	
131001	
101001	WASTE HANDLING AND MANAGEMENT
132	SERVICES
132001	INSTALLATION AND MAITENANCE OF CHEMICAL AND BIOLOGICAL WASTE MANEGEMENT SYSTEM
	REMOVAL OF HAZOURDOUS WASTE MATERIAL GENERATED
132002	BY THE FORENSIC SCIENCE
132003	CLEAN-UP, DECONTAMINATION AND REMOVAL OF HAZARDOUS WASTE
132004	RECYCLING SERVICES
132005	REFUSE BULK CONTAINERS
133	WATER DISPENSER SERVICES
133001	WATER DISPENSER SERVICES

# **ANNEXURE III**

# SUPPLIER FOOTPRINT (indicates where your business is prepared to provide GOODS, WORKS & SERVICES at delivered prices / rates / tariffs / fees)

PROVINCIALLY - ONE CE	RTAIN PROVINCES IN THE \	WHOLE
INDICATE THE APPLICA	BLE PROVINCE)	
EASTERN CAPE	KWAZULU NATAL	NORTHERN CAPE
REESTATE	LIMPOPO	NORTHWEST
GAUTENG	MPUMALANGA	WESTERN CAPE
SAPS CLUSTER – ONLY C PROVINCE <i>(INDICATE THE APPLICA)</i> EASTERN CAPE	ERTAIN SAPS CLUSTERS, S BLE SAPS CLUSTER)	ITUATED PER TOWN AND
010601000001 - ALICE CC-CONTR. SUBCOMPONENT - ALICE	010613000001 - MDANTSANE CC- CONTR. SUBCOMPONENT - MDANTSANE	010621000001 - PEDDIE CC-CONTR. SUBCOMPONENT - PEDDIE
010602000001 - ALIWAL NORTH CC- CONTR. SUBCOMPONENT - ALIWAL NORTH	010614000001 - MOTHERWELL CC- CONTR. SUBCOMPONENT - PORT ELIZABETH	010622000001 - PORT ALFRED CC- CONTR. SUBCOMPONENT - PORT ALFRED
010603000001 - BUTTERWORTH CC- CONTR. SUBCOMPONENT - BUTTERWORTH	010616000001 - MOUNT FLETCHER CC-CONTR. SUBCOMPONENT - MOUNT FLETCHER	010623000001 - PORT ST JOHNS CC-CONTR. SUBCOMPONENT - PORT ST JOHNS
010604000001 - COFIMVABA CC- CONTR. SUBCOMPONENT - COFIMVABA	010617000001 - MOUNT FRERE CC- CONTR. SUBCOMPONENT - MOUNT FRERE	010624000001 - QUEENSTOWN CC- CONTR. SUBCOMPONENT - QUEENSTOWN
010607000001 - ELLIOT CC-CONTR. SUBCOMPONENT - ELLIOT	010618000001 - MOUNT ROAD CC- CONTR. SUBCOMPONENT - PORT ELIZABETH	010625000001 - UITENHAGE CC- CONTR. SUBCOMPONENT - UITENHAGE
010608000001 - GRAAFF-REINET CC- CONTR. SUBCOMPONENT - GRAAFF- REINET	010619000001 - MQANDULI CC- CONTR. SUBCOMPONENT - MQANDULI	010626000001 - WHITTLESEA CC- CONTR. SUBCOMPONENT - WHITTLESEA
010609000001 - GRAHAMSTOWN CC- CONTR. SUBCOMPONENT - GRAHAMSTOWN	010620000001 - MTHATHA CC- CONTR. SUBCOMPONENT - MTHATHA	010627000001 - WILLOWMORE CC- CONTR. SUBCOMPONENT - WILLOWMORE
010611000001 - KING WILLIAM'S T CC-CONTR. SUBCOMPONENT - KING WILLIAMS TOWN		
FREESTATE		
000108000001 - P COMM FREE STATE-CONTR. SUBCOMPONENT - BLOEMFONTEIN	010807000001 - MAFUBE CC- CONTR. SUBCOMPONENT - FRANKFORT	010813000001 - SMITHFIELD CC- CONTR. SUBCOMPONENT - PARYS
010801000001 - BETHLEHEM CC- CONTR. SUBCOMPONENT - BETHLEHEM	010808000001 - MANGAUNG CC- CONTR. SUBCOMPONENT - BLOEMFONTEIN	010814000001 - THABONG CC- CONTR. SUBCOMPONENT - WELKOM
010802000001 - BULTFONTEIN CC- CONTR. SUBCOMPONENT - BULTFONTEIN	010809000001 - PARK ROAD CC- CONTR. SUBCOMPONENT - BLOEMFONTEIN	010815000001 - TROMPSBURG CC- CONTR. SUBCOMPONENT - TROMPSBURG
010803000001 - FICKSBURG CC- CONTR. SUBCOMPONENT - FICKSBURG	010810000001 - PHUTHADITJHABA CC-CONTR. SUBCOMPONENT - PHUTHADITJHABA	010816000001 - TUMAHOLE CC- CONTR. SUBCOMPONENT - PARYS
010804000001 - KOFFIEFONTEIN CC- CONTR. SUBCOMPONENT - KOFFIEFONTEIN	010811000001 - SASOLBURG CC- CONTR. SUBCOMPONENT - SASOLBURG	010817000001 - VREDE CC-CONTR. SUBCOMPONENT - VREDE
010805000001 - KROONSTAD CC- CONTR. SUBCOMPONENT - KROONSTAD	010812000001 - SELOSESHA CC- CONTR. SUBCOMPONENT - THABANCHU	010818000001 - WELKOM CC- CONTR. SUBCOMPONENT - WELKOM
010806000001 - LADYBRAND CC- CONTR. SUBCOMPONENT - LADYBRAND		
LIMPOPO		
000112000001 - P COMM LIMPOPO- CONTR. SUBCOMPONENT - POLOKWANE	011206000001 - MAHWELERENG CC-CONTR. SUBCOMPONENT - POTGIETERSRUS	011211000001 - POLOKWANE CC- CONTR. SUBCOMPONENT - POLOKWANE
011201000001 - BELA BELA CC- CONTR. SUBCOMPONENT - WARMBATHS	011207000001 - MAKHADO CC- CONTR. SUBCOMPONENT - MAKHADO	011212000001 - SESHEGO CC- CONTR. SUBCOMPONENT - PIETERSBURG
011202000001 - GROBLERSDAL CC- CONTR. SUBCOMPONENT - GROBLERSDAL	011208000001 - MODIMOLLE CC- CONTR. SUBCOMPONENT - NYLSTROOM	011213000001 - THABAZIMBI CC- CONTR. SUBCOMPONENT - THABAZIMBI
011203000001 - LEBOWAKGOMO CC- CONTR. SUBCOMPONENT - PIETERSBURG	011209000001 - MUSINA CC- CONTR. SUBCOMPONENT - MUSINA	011214000001 - THOHOYANDOU CC- CONTR. SUBCOMPONENT - THOHOYANDOU
011204000001 - LEPHALALE CC- CONTR. SUBCOMPONENT - LEPHALALE	011210000001 - PHALABORWA CC- CONTR. SUBCOMPONENT - PHALABORWA	011216000001 - TZANEEN CC- CONTR. SUBCOMPONENT - TZANEEN
011205000001 - GIYANI CC-CONTR. SUBCOMPONENT - GIYANI		

GAUTENG		
000001000001 - SAPS-CONTR. SUBCOMPONENT - PRETORIA	011304000001 - BRONKHORSTSPRUIT CC-CONTR. SUBCOMPONENT - BRONKHORSTSPRUIT	011313000001 - MOROKA CC- CONTR. SUBCOMPONENT - SOWETO
000003000001 - NAT HEAD OFFICE- CONTR. SUBCOMPONENT - PRETORIA	011305000001 - GA-RANKUWA CC- CONTR. SUBCOMPONENT - GA- RANKUWA	011314000001 - ORLANDO CC- CONTR. SUBCOMPONENT - SOWETO
000016000001 - SECRETARY OF POLICE-CONTR. SUBCOMPONENT - PRETORIA	011306000001 - GERMISTON CC- CONTR. SUBCOMPONENT - GERMISTON	011315000001 - PRETORIA CENTRAL CC-CONTR. SUBCOMPONENT - PRETORIA
000113000001 - P COMM GAUTENG- CONTR. SUBCOMPONENT - JOHANNESBURG	011307000001 - HILLBROW CC- CONTR. SUBCOMPONENT - JOHANNESBURG	011316000001 - SEBOKENG CC- CONTR. SUBCOMPONENT - SEBOKENG
000142000001 - A COMM HIGHVELD- CONTR. SUBCOMPONENT - BRONKHORSTSPRUIT	011308000001 - HONEYDEW CC- CONTR. SUBCOMPONENT - JOHANNESBURG	011317000001 - SPRINGS CC- CONTR. SUBCOMPONENT - SPRINGS
011107000001 - KWAMHLANGA CC- CONTR. SUBCOMPONENT - BRONKHORSTSPRUIT	011309000001 - JHB CENTRAL CC- CONTR. SUBCOMPONENT - JOHANNESBURG	011318000001 - SUNNYSIDE CC- CONTR. SUBCOMPONENT - PRETORIA
011301000001 - ALEXANDRA CC- CONTR. SUBCOMPONENT - JOHANNESBURG	011310000001 - KATLEHONG CC- CONTR. SUBCOMPONENT - KATLEHONG	011319000001 - TEMBA CC-CONTR. SUBCOMPONENT - TEMBA
011302000001 - BENONI CC-CONTR. SUBCOMPONENT - BENONI	011311000001 - KRUGERSDORP CC-CONTR. SUBCOMPONENT - KRUGERSDORP	011320000001 - TEMBISA CC- CONTR. SUBCOMPONENT - TEMBISA
011303000001 - BRAKPAN CC- CONTR. SUBCOMPONENT - BRAKPAN	011312000001 - MAMELODI CC- CONTR. SUBCOMPONENT - PRETORIA	011321000001 - VEREENIGING CC- CONTR. SUBCOMPONENT - VEREENIGING
KWAZULU NATAL		
000106000001 - P COMM EASTERN CAPE-CONTR. SUBCOMPONENT - BISHO	010902000001 - CHATSWORTH CC- CONTR. SUBCOMPONENT - DURBAN	010914000001 - KWAMSANE CC- CONTR. SUBCOMPONENT - MTUBATUBA
000109000001 - P COMM KWAZULU/NATAL-CONTR. SUBCOMPONENT - DURBAN	010903000001 - DUNDEE CC- CONTR. SUBCOMPONENT - DUNDEE	010915000001 - LADYSMITH CC- CONTR. SUBCOMPONENT - LADYSMITH
000132000001 - A COMM UMZIMKHULU-CONTR. SUBCOMPONENT - PORT SHEPSTONE	010904000001 - DURBAN CENTRAL CC-CONTR. SUBCOMPONENT - DURBAN	010916000001 - MARGATE CC- CONTR. SUBCOMPONENT - MARGATE
000133000001 - A COMM MIDLANDS- CONTR. SUBCOMPONENT - PIETERMARITZBURG	010905000001 - EMPANGENI CC- CONTR. SUBCOMPONENT - EMPANGENI	010917000001 - NEWCASTLE CC- CONTR. SUBCOMPONENT - NEWCASTLE
000134000001 - A COMM UTHUKELA- CONTR. SUBCOMPONENT - NEWCASTLE	010906000001 - ESHOWE CC- CONTR. SUBCOMPONENT - ESHOWE	010918000001 - PHOENIX CC- CONTR. SUBCOMPONENT - DURBAN
000135000001 - A COMM DURBAN- CONTR. SUBCOMPONENT - DURBAN	010907000001 - ESTCOURT CC- CONTR. SUBCOMPONENT - ESTCOURT	010919000001 - PIETERMARITZBURG CC-CONTR. SUBCOMPONENT - PIETERMARITZBURG
000136000001 - A COMM ULUNDI- CONTR. SUBCOMPONENT - ULUNDI	010908000001 - GREYTOWN CC- CONTR. SUBCOMPONENT - KWAZULU/NATAL	010920000001 - PINETOWN CC- CONTR. SUBCOMPONENT - DURBAN
000137000001 - A COMM UMFOLOZI- CONTR. SUBCOMPONENT - ESHOWE	010909000001 - HOWICK CC- CONTR. SUBCOMPONENT - HOWICK	010921000001 - PLESSISLAER CC- CONTR. SUBCOMPONENT - PIETERMARITZBURG
001168000001 - A COMM DURBAN SOUTH-CONTR. SUBCOMPONENT - ISIPINGO BEACH	010910000001 - INANDA CC-CONTR. SUBCOMPONENT - DURBAN	010922000001 - PORT SHEPSTONE CC-CONTR. SUBCOMPONENT - PORT SHEPSTONE
001169000001 - A COMM DURBAN NORTH-CONTR. SUBCOMPONENT - DURBAN	010911000001 - JOZINI CC-CONTR. SUBCOMPONENT - JOZINI	010923000001 - ULUNDI CC-CONTR. SUBCOMPONENT - ULUNDI
010612000001 - MATATIELE CC- CONTR. SUBCOMPONENT - MATATIELE	010912000001 - KOKSTAD CC- CONTR. SUBCOMPONENT - KOKSTAD	010924000001 - UMLAZI CC-CONTR. SUBCOMPONENT - UMLAZI
010615000001 - MOUNT AYLIFF CC- CONTR. SUBCOMPONENT - MOUNT AYLIFF	010913000001 - KWADUKUZA CC- CONTR. SUBCOMPONENT - STANGER	010925000001 - VRYHEID CC- CONTR. SUBCOMPONENT - VRYHEID
010901000001 - BRIGHTON BEACH CC-CONTR. SUBCOMPONENT - DURBAN		
MPUMALANGA		
000111000001 - P COMM MPUMALANGA-CONTR. SUBCOMPONENT - MPUMALANGA	011106000001 - PIENAAR CC- CONTR. SUBCOMPONENT - KANYAMAZANE	011112000001 - SECUNDA CC- CONTR. SUBCOMPONENT - SECUNDA
011101000001 - ACORNHOEK CC- CONTR. SUBCOMPONENT - NELSPRUIT	011108000001 - LYDENBURG CC- CONTR. SUBCOMPONENT - LYDENBURG	011113000001 - STANDERTON CC- CONTR. SUBCOMPONENT - STANDERTON
011102000001 - BALFOUR CC- CONTR. SUBCOMPONENT - MPUMALANGA	011109000001 - MIDDELBURG CC- CONTR. SUBCOMPONENT - MPUMALANGA	011114000001 - TONGA CC-CONTR. SUBCOMPONENT - KOMATIPOORT
011103000001 - BELFAST CC-CONTR. SUBCOMPONENT - BELFAST	011110000001 - NELSPRUIT CC- CONTR. SUBCOMPONENT - NELSPRUIT	011115000001 - WITBANK CC- CONTR. SUBCOMPONENT - WITBANK
011104000001 - ELUKWATINI CC- CONTR. SUBCOMPONENT - BELFAST	011111000001 - PIET RETIEF CC- CONTR. SUBCOMPONENT - PIET RETIEF	011215000001 - TUBATSE CC- CONTR. SUBCOMPONENT - BURGERSFORT
011105000001 - ERMELO CC-CONTR. SUBCOMPONENT - ERMELO		

NORTHERN CAPE		
000107000001 - P COMM NORTHERN CAPE-CONTR. SUBCOMPONENT - KIMBERLEY	010706000001 - HOPETOWN CC- CONTR. SUBCOMPONENT - HOPETOWN	010712000001 - PORT NOLLOTH CC- CONTR. SUBCOMPONENT - PORT NOLLOTH
010701000001 - CALVINIA CC- CONTR. SUBCOMPONENT -	010707000001 - KAKAMAS CC- CONTR. SUBCOMPONENT -	010713000001 - POSTMASBURG CC- CONTR. SUBCOMPONENT -
CALVINIA 010702000001 - CARNARVON CC- CONTR. SUBCOMPONENT -	KAKAMAS 010708000001 - KATHU CC-CONTR. SUBCOMPONENT - KATHU	POSTMASBURG 010714000001 - PRIESKA CC- CONTR. SUBCOMPONENT -
CARNARVON 010703000001 - DE AAR CC-CONTR. SUBCOMPONENT - DE AAR	010709000001 - KIMBERLEY CC- CONTR. SUBCOMPONENT -	PRIESKA 010715000001 - SPRINGBOK CC- CONTR. SUBCOMPONENT -
010704000001 - GALESHEWE CC- CONTR. SUBCOMPONENT -	KIMBERLEY 010710000001 - KURUMAN CC- CONTR. SUBCOMPONENT -	SPRINGBOK 010716000001 - UPINGTON CC- CONTR. SUBCOMPONENT -
KIMBERLEY 010705000001 - HARTSWATER CC- CONTR. SUBCOMPONENT -	KURUMAN 010711000001 - POFADDER CC- CONTR. SUBCOMPONENT -	
HARTSWATER NORTHWEST	POFADDER	
000110000001 - P COMM NORTH		011011000001 - VRYBURG CC-
WEST-CONTR. SUBCOMPONENT - POTCHEFSTROOM	011006000001 - MMAKAU CC- CONTR. SUBCOMPONENT - BRITS	CONTR. SUBCOMPONENT - VRYBURG
011001000001 - BRITS CC-CONTR. SUBCOMPONENT - BRITS	011007000001 - MOROKWENG CC- CONTR. SUBCOMPONENT - MOROKWENG	011012000001 - WOLMARANSSTAD CC-CONTR. SUBCOMPONENT - WOLMARANSSTAD
011003000001 - KLERKSDORP CC- CONTR. SUBCOMPONENT - KLERKSDORP	011008000001 - POTCHEFSTROOM CC-CONTR. SUBCOMPONENT - POTCHEFSTROOM	011013000001 - ZEERUST CC- CONTR. SUBCOMPONENT - ZEERUST
011004000001 - LICHTENBURG CC- CONTR. SUBCOMPONENT - LICHTENBURG	011009000001 - PUDIMOE CC- CONTR. SUBCOMPONENT - PUDIMOE	011322000001 - CARLETONVILLE CC-CONTR. SUBCOMPONENT - CARLETONVILLE
011005000001 - MAHIKENG CC- CONTR. SUBCOMPONENT - MAFIKENG	011010000001 - RUSTENBURG CC- CONTR. SUBCOMPONENT - RUSTENBURG	
WESTERN CAPE		
000105000001 - P COMM WESTERN CAPE-CONTR. SUBCOMPONENT - CAPE TOWN	010509000001 - DELFT CC-CONTR. SUBCOMPONENT - DELFT	010520000001 - PAARL CC-CONTR. SUBCOMPONENT - PAARL
000116000001 - A COMM EAST METROPOL-CONTR. SUBCOMPONENT - CAPE TOWN	010511000001 - HERMANUS CC- CONTR. SUBCOMPONENT - HERMANUS	010521000001 - STELLENBOSCH CC-CONTR. SUBCOMPONENT - STELLENBOSCH
010501000001 - BEAUFORT WEST CC-CONTR. SUBCOMPONENT - BEAUFORT WEST	010512000001 - KHAYELITSHA CC- CONTR. SUBCOMPONENT - CAPE TOWN	010522000001 - VREDENBURG CC- CONTR. SUBCOMPONENT - VREDEBURG
010502000001 - BELLVILLE CC- CONTR. SUBCOMPONENT - CAPE TOWN	010513000001 - KRAAIFONTEIN CC- CONTR. SUBCOMPONENT - CAPE TOWN	010523000001 - VREDENDAL CC- CONTR. SUBCOMPONENT - VREDENDAL
010503000001 - BISHOP LAVIS CC- CONTR. SUBCOMPONENT - LAVISTOWN	010514000001 - KUILSRIVIER CC- CONTR. SUBCOMPONENT - KUILSRIVIER	010524000001 - WORCESTER CC- CONTR. SUBCOMPONENT - WORCESTER
010504000001 - CALEDON CC- CONTR. SUBCOMPONENT - CALEDON	010515000001 - MILNERTON CC- CONTR. SUBCOMPONENT - CAPE TOWN	010525000001 - WYNBERG CC- CONTR. SUBCOMPONENT - WYNBERG
010505000001 - CAPE TOWN CENTRAL CC-CONTR. SUBCOMPONENT - CAPE TOWN	010516000001 - MITCHELLS PLAIN CC-CONTR. SUBCOMPONENT - MITCHELLS PLAIN	010605000001 - CRADOCK CC- CONTR. SUBCOMPONENT - CRADOCK
010506000001 - CERES CC-CONTR. SUBCOMPONENT - CERES	010517000001 - MUIZENBERG CC- CONTR. SUBCOMPONENT - CAPE TOWN	010610000001 - HUMANSDORP CC- CONTR. SUBCOMPONENT - HUMANSDORP
010507000001 - CLAREMONT CC- CONTR. SUBCOMPONENT - CLAREMONT	010518000001 - NYANGA CC- CONTR. SUBCOMPONENT - CAPE TOWN	
010508000001 - DA GAMASKOP CC- CONTR. SUBCOMPONENT - MOSSEL BAY	010519000001 - OUDTSHOORN CC- CONTR. SUBCOMPONENT - OUDTSHOORN	

Version 20141015

SAPS 432(b) – (Page 1 of 4)

# SOUTH AFRICAN POLICE SERVICE

### SOUTH AFRICAN POLICE SERVICE

POLFIN SUPPLIER CODE

IER CODE			
USE ONLY			

## ELECTRONIC FUND TRANSFER INSTRUCTION

MARK WITH "X" WHERE APPLICABLE

ELECTRONIC FUND TRANSFER INSTRUCTION FOR REGISTRATION AMENDMENT(S) OF CREDITOR(S) / SUPPLIER / LEGAL ENTITY BANKING DETAIL(S)

See Terms and Conditions paragraph C(3)

Reason for amendment :

#### 1. <u>PARTICULARS TO BE COMPLETED BY THE DESIGNATED PERSON OF THE SERVICE</u> <u>PROVIDER / SUPPLIER / MEDICAL PRACTITIONER OR INSTITUTION / LEGAL ENTITY</u>

REGISTERED NAME OF HOLDING COMPANY	
(Only applicable to page 3 , Para. B)	
	AND / OR
REGISTERED NAME OF BUSINESS	
REGISTERED NAME OF BUSINESS	
	AND / OR
TRADING NAME OF BUSINESS	
TRADING NAME OF BUSINESS	

Bank account number																	
Postal address :									Po	- Postal code:							
Physical address:	Area code:																
Full practice number(App to practitioners)	o medic	al															
Full company registration r																	
Full income tax reference n	umber																
VAT registered?			YES		NO		NR										
Telephone No :			-														
Fax No :																	
Cell No :																	
E Mail address :																	

### 2. NOTIFICATION TO RECEIVE PAYMENT ADVICES OR AMENDMENT PARTICULARS

Send payment advice to email address	Yes	No	Send payment advice to Fax number	Yes	No
Send receipt / amendments / cancellations					
to email address :					

### 3. **PAYMENT INSTRUCTION**

3.1 I hereby instruct and authorise the South African Police Service to, electronically transfer any amounts which are payable to me/ us, to my/our bank account according to above mentioned details.

3.2 This instruction and authorisation may only be amended / replaced by me/ us with submission of a new completed form SAPS 432(b). See Instruction, Terms and Conditions C par. 3

3.3 I confirm that any changes / amendments of payment instruction require at least 30 days' notice and will only become effective once verified by National Treasury on the Safety Web System.

3.4 I hereby indemnify the South African Police Service from any liability of whatever nature regarding any payment or delayed payments not made into my / our Bank Account, if the Bank Account details were not supplied timeously or were incorrectly supplied.

(Continue on Page 2 which must also be completed and submitted)

4.

#### SAPS 432(b) – (Page 2 of 4) <u>DETAILS OF BANK ACCOUNT FOR ELECTRONIC FUNDS TRANSFER</u>

# (PARTICULARS TO BE COMPLETED BY THE BANK OFFICIAL)

The under mentioned details, to be completed, is to be obtained and verified by the bank official against the following screens: (MUST BE THE LEGAL DETAILS NOT CLIENT DETAIL)

ABSA	-	CIF Screen
FNB	-	Hogans System CIS4 / CUPR screen
STD Bank	-	Look-up-screen

- Banking Platform under the Client Details Tab

#### 4.1 BUSINESS ACCOUNT

Nedbank

NAME	OF COM	IMERCIA	L BANK	ζ																	
BRANC	CH CODI	E																			
CURRE	ENT ACC	COUNT (	cheque)		SAVI	NGS	S ACC	JUC	NT					TRANS	SMISS	ION	AC	CO	UNT		
ACCOUNT NAME																					
BANK	ACCOUI		BER																		
BUSINESS REGISTRATION NUMBER AS REGISTERED AT THE BANK (Compulsary for CC / Pty.Ltd / Edms Bpk)																					
ID NUM	IBER									PA	SSPO	RT NF	र								

# 4.2 PERSONAL ACCOUNT

NAME OF BANK										
BRANCH CODE										
CURRENT ACCOUNT (CHEQUE)	5	SAVINGS ACCOUNT TRANSMISSION ACCOUNT							іт	
INITIALS										<u>.</u>
SURNAME										
TITLE ( Mark with an X )	DR		ADV	PR	OF		MRS	ME	MR	
ID NUMBER	PASSPORT NR									

### 4.3 TRUST ACCOUNT: (ATTORNEYS)

NAME OF BANK										
BRANCH CODE										
TRUST ACCOUNT										
INITIALS										
SURNAME										
TITLE (Mark with X)	DR	ADV	PR	OF		MRS	1	ME	MR	
ID NUMBER					PASSF	PORT NR				

## 5.4 BANK CERTIFICATION:

It is hereby confirmed that the banking details (legal details) provided above have been verified with information at this bank and are correct.	BANK STAMP BANK STAMP
SIGNATURE OF BANK OFFICIAL	
INITIALS AND SURNAME IN BLOCK LETTERS	

(Continue on Page 3 which must also be completed and submitted)

#### **COMPLETION INSTRUCTIONS, NOTICE, TERMS AND CONDITIONS AND CERTIFICATE**

#### **COMPLETION INSTRUCTIONS** A:

- This is the official form that must be used to inform the South African Police Service, of the banking details to transfer payments to service providers. No other form of instruction will be accepted by the South African Police Service. 1.
- 2 Both pages 1 and 2 must be completed, signed and submitted.
- 3. The name of the Bank Account details must be exactly as the records held at the particular bank. See confirmation page 2 par 5.
- To cancel or amend banking details, this form must be used and the reason for cancellation or amending of the banking details must be mentioned in all 4. instances. See page 1 par 2). Amendments / cancellations will only regarded as received once a receipt thereof has been acknowledged by the Service (See page 1 par 3)
- The person instructing the South African Police Service regarding the payment to a bank account must be duly authorized, to do so. 5.
- 6. 7. Attorneys must indicate if payment must be made to their normal or Trust account.
- Completed form with attached documents must be submitted as follows; 8.
  - Suppliers: faxed to Fax No: 0866496544, mail to fouries2@saps.gov.za\_or posted to ; The Section Commander, a) Supplier Payments, Financial Services, Head Office, South African Police Service, Private Bag X94, Pretoria. 0001.
  - Medical Service Providers: mail or faxed to <u>Delporth@saps.gov.za</u> / 0866400054 or posted to; The Section Commander, IOD Payments, Financial Services, Head Office, South African Police Service, Private Bag X94, b) Pretoria, 0001.
  - Civil Claims: faxed to Fax No: 086 759 6550, or posted to ; The Section Commander, Civil claim Payments, c) Head Office, South African Police Service, Private Bag X94, Pretoria. 0001. Email: KorbA@saps.gov.za

#### R٠ NOTICE OF HOLDING COMPANY CONTROLLED BRANCHES

If the service provider is related to a holding company of which the banking details are the same as the holding company, <u>a separate form</u> must be completed and submitted for each service provider (Branch). This will be deemed by the SAPS that payment must be made to the Holding Company's bank account, for 1. services rendered by the service provider mentioned. See page 1, par. 1

#### C: **TERMS AND CONDITIONS**

#### By signing this form, I / we agree to the following terms and conditions and I / we declare that I / We understand that:

- details provided should be exactly as the records held by the bank and no 3rd Party payments will be allowed; 1.
- 2. any invoice issued and submitted for payment should indicate the bank account details which correspond with the information set out in this form, see page 2, par 5;
- 3. the completed form with the applicable documentation for a new instruction or amendment with regard to the banking details, previously submitted, for any reason, for example change of ownership, supplier taken over by another supplier, liquidation or any other reason, must be addressed to the *Head*, *Financial Services, South African Police Service Head Office, PRETORIA* and submitted as indicated above;
- by submitting this form, my / our bank account details will be electronically stored on the SAPS Polfin System, and payments will be electronically transferred 4 to the mentioned bank account until such time that the particulars are cancelled or amended on the Polfin System and verified by Treasury (Safety Net);
- payments payable to me / us will be transferred during the payment process to the bank account number indicated on this form, until such time that I / we cancel or amend my / our banking details and the applicable particulars are changed or amended on the SAPS Polfin System, and the "ACB Electronic 5. Fund Transfer Service"
- 6. payments to branches with the same bank account number will be made to the holding company's bank account as instructed on this form,
- an electronic remittance advice will be supplied on request by the South African Police Service on submission of an e-mail address, and it will indicate the 7. date on which funds were transferred to my/ our bank account
- the South African Police Service will not be liable for payments, losses, or expenses which may occur when money is transferred to the instructed bank 8. account and which account is not the account in which the payment was meant to be transferred;
- I / we will be liable to the SAPS for the repayment of any funds incorrectly paid over to me / us and that failure to do so may result in SAPS instituting civil proceedings to recover the money so paid and that I / We shall be liable for cost of the recovery; If no payment within a predetermined time, South African Police Service may remove the banking details; and 9.
- 10. the person signing this form will be deemed by the South African Police Service to be the authorized person. 11.

#### Service provider certification

As the authorized person of abovementioned Service Provider, I hereby certify that the above information is correct and acknowledge and agree with the terms and conditions as stated on this form. (Copy of identity or passport document must be attached see par D)

Surname										Initials				
Identity Number							Pass	port N	umber					

INITIALS AND SURNAME OF THE AUTHORIZED PERSON(S)

#### SIGNATURE OF THE AUTHORIZED PERSON(S)

DATE

(Continue on Page 4 which must also be completed and submitted)

# DOCUMENTATION TO CONFIRM ABOVEMENTIONED DETAILS

DOC	UMENTS TO BE ATTACHED	YES	NO	N/A
1.	<ul> <li>Copy of Business entity's Registration documents : i.e. CK 2 form</li> <li>For Close Corporations – a copy of the CIPRO report showing the directors / owners / members of the CC</li> <li>For Pty Ltd – a copy of the CIPRO report</li> <li>For incorporated – a copy of the CIPRO report</li> </ul>			
2.	Copy of the business entity's VAT registration Certificate			
3.	Current valid Business entity Tax Clearance Certificate / SARS pin nr for Tax compliance status system ( where applicable)			
4.	Cancelled or blank invoice and the company letterhead			
5.	Copy of the identity – or passport document of the Service provider / Medical Practitioner or institution / Legal Entity's bank account assignee's (See paragraph 5)			
6.	Copy of the identity or passport document of the authorized person ( See certificate )			
7.	Completed Electronic Fund transfer instruction for registration and amendment of creditors banking details form			

FOR OFFICIAL USE							
POLFIN SUPPLIER CODE POLFIN UNIQUE LEGAL ENTITY CODE							
ISS SUPPLIER CODE							

	DECLARATION OF IN	•	Page 1 of 2)						
1.	Any legal person, including persons employed by the State*, or persons having a kinship with persons employed by the State, including a blood relationship, may make an offer or offers in terms of this invitation to bid (includes a price quotation, advertised competitive bid, limited bid or proposal). In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons employed by the State, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudication authority and/or take an oath declaring his/her interest, where-								
	- the bidder is employed by the State; and/or								
	the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the bid.								
2.	In order to give effect to the above, the following q mitted with the bid/quotation/supplier database regi		and sub-						
2.1	Full name of bidder/applicant or his or her representative								
2.2	Identity number								
2.3	Position occupied in the company (director, shareholder, etc)								
2.4	Company registration number								
2.5	Tax reference number								
2.6	VAT registration number								
	<ul> <li>(a) any national or provincial department, national or within the meaning of the Public Finance Managem</li> <li>(b) any municipality or municipal entity;</li> <li>(c) provincial legislature;</li> <li>(d) national assembly or the national council of provin</li> <li>(e) Parliament.</li> </ul>	ent Act, 1999 (Act No. 1 of 1999); ces; or							
2.7	Are you or any person connected with the bidder/applicant pr	esently employed by the State? YES	S NO						
2.7.1	If so, furnish the following particulars:								
	Name of person/director/shareholder/member								
	Name of state institution to which the person is connected								
	Position occupied in the state institution								
	Any other particulars:								
2.8	Did you or your spouse, or any of the company's directors/sh		S NO						
	spouses conduct business with the State in the previous twel	ve months?							
2.8.1	If so, furnish particulars								
	Do you, or any person connected with the bidder, have any re	elationship (family, friend, other)							
2.9	with a person employed by the State and who may be involve adjudication of this bid?		S NO						
2.9.1	If so, furnish particulars								

				SBD 4 – (Page 2 of 2)						
DECLARATION OF INTEREST										
2.10	other) between the b		aware of any relationship (fan ed by the State who may be in							
2.10.1	If so, furnish particu	lars								
2.11		e directors/shareholders/memb mpanies whether or not they a	pers of the company have any are bidding for this contract?	interest in YES NO						
2.11.1	If so, furnish particu	lars								
3.	Full details of dir	ectors / trustees / membe								
	Full Name	Identity Number	Personal Tax Reference Number	State Employee Number / Persal Number						
DECLARATION										
I, THE	I, THE UNDERSIGNED (NAME)									
CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2.1 TO 2.11.1 AND 3, ABOVE IS CORRECT. I ACCEPT THAT THE STATE MAY ACT AGAINST ME IN TERMS OF PARAGRAPH 23 OF THE GENERAL CONDITIONS OF CONTRACT SHOULD THIS DECLARATION PROVE TO BE FALSE										
	S	BIGNATURE	[	DATE						
		POSITION	NAME OF BI	NAME OF BIDDER/APPLICANT						