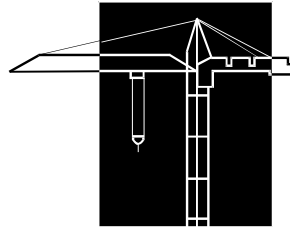


SUPPLIER DATABASE

Mathews & Associates



Quantity Surveyors & Project Managers
North West Province

Mathews & Associates Quantity Surveyors & Project Managers invites interested Service Providers and Suppliers to respond to the Invitation to Register as Accredited Suppliers in the Database of Suppliers for a project in Naledi / Vryburg, North West Province. The services are listed below.

The purpose of the listing is to:

1. Give all suppliers equal opportunity to submit quotations
2. Compliance to Department of Environmental Affairs' Instructions & Guidelines
3. Ensure transparent, competitive procurement policies & procedures

The following services, equipment, materials and items need to be provided for the project and be valid for a period of 12 months:

Bulk Excavation Services	Tool & Equipment Hire
Weighbridge Suppliers	Training Providers – 1 st Aid / OHS / Building Skills
Electrical & Plumbing Services	Structural Steel Suppliers
Building Contractors - SMME	Building Material Suppliers
Pest Control Services	Event Management Services
Promotional & Branding Services	CCTV Camera Suppliers
Food Catering Services	Solar Electricity Suppliers
Environmental Control / OHS Officers	Personal Protective Equipment - PPE
Transport Services	Water Provision - construction & potable

Suppliers are to submit completed application forms with all relevant compulsory documents (listed below) on or before 8 August 2014 in a sealed envelope marked "Naledi Project Supplier Database" to Mathews & Associates (QS), 39 Heystek Street, Centurion Academy Building, Rustenburg, 0299. Applications can also be e-mailed (original compulsory documents must be made available if requested).

Compulsory documents to be submitted:

1. **Original valid SARS Tax Clearance certificate**
2. **Company profile & documents - Details of Director / Principal / Partner**
3. **BBBEE certificate (from an accredited institution)**

The application forms are available from the website – www.mathewsQS.co.za

Only e-mail enquiries: **Lerato Lesupi** – MAQS@telkomsa.net or MAQS2@telkomsa.net

Please note this important information:

Completing this form does not make your company a Contracted or Preferred Supplier. Registration will only entitle you to receive Notifications of Quotations and Requests for Proposals. You will only receive purchase orders if you are appointed as a Contracted Supplier after you have submitted a quotation and sign a contract with Mathews & Associates QS [MAQS].

Suppliers agree to be subscribed to our email lists.

We cannot guarantee you will be notified of every relevant bid but we will notify applicable suppliers directly according to guidelines set by the Department of Environmental Affairs and EPWP.

Do not send or deliver company documents to us. These will only be required if you are requested to submit a Tender / Bid or Quotation.

PLEASE NOTE: all the required documents must be emailed to: MAQS@telkomsa.net & MAQS2@telkomsa.net as attachments.

REQUIRED DOCUMENTS:

- **Original valid SARS Tax Clearance certificate**
- **Company profile & documents - ID Copies of Director / Principal / Partner**
- **BBBEE certificate (from an accredited institution)**

Section 1- Services

Please mark the following categories of supplies and supply details of equipment / capacity / resources:

Construction Related					
1	Bulk excavations	<input type="checkbox"/>	6	Electrical	<input type="checkbox"/>
2	Plant & Tool hire	<input type="checkbox"/>	7	Structural Steel	<input type="checkbox"/>
3	Site Office, Containers & Chemical Toilets	<input type="checkbox"/>	8	Pest Control	<input type="checkbox"/>
4	General Building Material & Equipment	<input type="checkbox"/>	9	Building Contractors - SMME	<input type="checkbox"/>
5	Plumbing	<input type="checkbox"/>	10	Weighbridge providers	<input type="checkbox"/>
Health & Safety Related					
11	Personal Protective Equipment - PPE	<input type="checkbox"/>	13	Health & Safety Consultants	<input type="checkbox"/>
12	Road Signage	<input type="checkbox"/>	14	Medical kits	<input type="checkbox"/>
Training Related					
15	1 st Aid Training	<input type="checkbox"/>	17	Life-skills Training	<input type="checkbox"/>
16	OHS Training	<input type="checkbox"/>	18	Building Skills Training	<input type="checkbox"/>
Other Services					
19	Potable & Construction water provision	<input type="checkbox"/>	21	Catering	<input type="checkbox"/>
20	Events Management & Marketing	<input type="checkbox"/>	22	Passenger Transport	<input type="checkbox"/>

SECTION 2: CONDITIONS

1. All information will be treated confidentially.
2. Applications that are incomplete or that are not accompanied by the required documents will be disqualified.
3. Completed application forms should be posted to or hand delivered or e-mail
4. The Provider Database will be used mainly for the purposes of identifying entities (individuals or juristic persons) when price quotations for goods and services are to be invited. The fact that an entity is registered as a supplier does not constitute any contractual relationship between the entity and MAQS
5. For procurement above the financial limit applicable to price quotations, as determined from time to time by MAQS Procurement Policies and Procedures, will apply.
6. MAQS reserves the right to approach potential service providers not on the database in cases where an insufficient number of suppliers are registered for a particular commodity or service.
7. It is the responsibility of a registered entity to inform MAQS immediately in writing of any changes in the particulars as stated in the application, especially changes in respect of contact details, ownership, B-BBEE and the SMME status of the entity. Should a contract be awarded to an entity based on incorrect particulars provided by that entity, MAQS shall have the right to, in addition to any other remedy that it may have in terms of applicable legislation, cancel the contract and to claim damages.
8. MAQS reserves the right to cancel the registration of an entity if that entity has given incorrect or false information in the application form or any correspondence relating to the application or:
 - Failed to inform MAQS of any changes to the particulars as furnished in the application;
 - Failed to comply with the conditions of any contract that might have been awarded to the entity;
 - Failed to respond to requests for price quotations;
 - The entity has been included on the list of restricted suppliers maintained by National Treasury; or
 - The entity has acted in an improper, fraudulent or corrupt manner.
9. MAQS reserves the right to cancel the registration of an entity if that entity fails to respond to three or more consecutive requests for quotations / proposals.
10. The following documentation must accompany this application:
 - All documents included in this application form.
 - An original and valid Tax Clearance Certificate
 - Copy of company registration documents or ID in case of individuals. Company registration documents must include details of all directors / members / shareholders (as applicable)
 - Original or certified copy of a valid B-BBEE Status level certificate (must bear SANAS logo) or letter signed by accounting officer or registered auditor attached in cases of EMEs.

SECTION 3: SUPPLIER DETAILS

MAIN CONTACT PERSON (AUTHORISED CONTACT PERSON IN CASE OF COMPANIES)

Title	Initials	Surname	ID Number
Position in Company			
Telephone No.	Cell no.	Fax no.	e-mail

SALES CONTACT PERSON

Title	Initials	Surname	ID Number
Position in Company			
Telephone No.	Cell no.	Fax no.	e-mail

COMPANY INFORMATION (INDIVIDUALS ONLY COMPLETE POSTAL AND STREET ADDRESS)

Registered company name	Registration no.	VAT registration number
Trading As	Income Tax Number	ID Number (Individuals)
Postal Address	Street Address	
Postal Code		Postal Code

Web Address			
Company Classification: (Mark with an X in the applicable column)			
Public Company	<input type="checkbox"/>	Partnership	<input type="checkbox"/>
Private Company	<input type="checkbox"/>	Close Corporation	<input type="checkbox"/>
Non-Governmental Organization	<input type="checkbox"/>	Trust	<input type="checkbox"/>
Other: <input type="checkbox"/>			

B-BBEE STATUS I.T.O PPPFA REGULATIONS OF 2011

B-BBEE Status Level	Documentation attached
	<ol style="list-style-type: none"> 1. Certified copy of B-BBEE Status Level verification certificate issued by SANAS accredited verification agency; OR 2. Letter by an accounting officer or registered auditor in case of Emerging Micro Enterprise (EME)

SECTION 4: DECLARATION OF INTEREST (SBD 4)

Any legal person, including persons employed by the state¹, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of an 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/adjudicating authority 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.

In order to give effect to the above, the following questionnaire must be completed and submitted.

1.1 Full Name of bidder or his or her representative:

1.2 Identity Number:

1.3 Position occupied in Company (director, trustee, shareholder², member):

1.3.1 The names of all directors / trustees / shareholders / members, their individual identity numbers, tax reference numbers and, if applicable, employee / PERSAL numbers must be indicated in paragraph 2 below.

1.4 Are you or any person connected with the bidder presently employed by the state? YES NO

1.4.1 If so, furnish the following particulars:

Name of person / director / trustee / shareholder/ member

Name of state institution at which you or the person connected to the bidder is employed :

Position occupied in the state institution:

Any other particulars:

1.4.2 If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector? YES NO

1.4.2.1 If yes, did you attached proof of such authority to the bid document? YES NO
(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the bid.

1.4.2.2 If no, furnish reasons for non-submission of such proof:

1.5 Did you or your spouse, or any of the company's directors /trustees / shareholders / members or their spouses conduct business with the state in the previous twelve months? YES NO

1.5.1 If so, furnish particulars:

1.6 Do you, or any person connected with the bidder, have any relationship (family, friend, other) with a person employed by the state and who may be involved with the evaluation and or adjudication of this bid? YES NO

1.6.1 If so, furnish particulars:

1.7 Are you, or any person connected with the bidder, aware of any relationship (family, friend, other) between any other bidder and any person employed by the state who may be involved with the evaluation and or adjudication of this bid? YES NO

1.7.1 If so, furnish particulars:

1.8 Do you or any of the directors / trustees / shareholders / members of the company have any interest in any other related companies whether or not they are bidding for this contract? YES NO

1.8.1 If so, furnish particulars:

2. Full details of directors / trustees / members / shareholders. (Attach list if space insufficient)

Full Name	Identity Number	Personal Tax Reference Number	State Employee No. / Persal No.

3. DECLARATION

I, the undersigned certify that the information furnished above is correct. I accept that the state may reject the bid or act against me should this declaration prove to be false.

Signature		Date	
Name of Signatory			
Designation of Signatory			

SECTION 5: DECLARATION OF PAST SUPPLY CHAIN MANAGEMENT

PRACTICES (SBD 8)

1. This Standard Bidding Document must form part of all bids invited.
2. It serves as a declaration to be used by institutions in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
3. The bid of any bidder may be disregarded if that bidder, or any of its directors have-
 - a. abused the institution's supply chain management system;
 - b. committed fraud or any other improper conduct in relation to such system; or
 - c. failed to perform on any previous contract.
4. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.
- 5.

Item	Question	Yes	No
4.1	Is the bidder or any of its directors listed on the National Treasury's database as companies or persons prohibited from doing business with the public sector? (Companies or persons who are listed on this database were informed in writing of this restriction by the National Treasury after the <i>audi alteram partem</i> rule was applied)	Yes	No
4.1.1	If so, furnish particulars:		
4.2	Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? (To access this Register enter the National Treasury's website, www.treasury.gov.za, click on the icon "Register for Tender Defaulters" or submit your written request for a hard copy of the Register to facsimile number (012) 3265445.	Yes	No
4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court outside of the Republic of South Africa) for fraud or corruption during the past five years?	Yes	No
4.3.1	If so, furnish particulars:		
4.4	Was any contract between the bidder and any organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes	No
4.4.1	If so, furnish particulars:		

CERTIFICATION

I, the undersigned certify that the information furnished on this declaration form is true and correct. I accept that, in addition to cancellation of a contract, action may be taken against me should this declaration prove to be false.

Signature		Date	
Name of Signatory			
Designation of Signatory			