



Emerging Contractors Database Form

UMDONI MUNICIPALITY
Emerging Contractors Database Form

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SECTION A: Personal Information

Registered name of business: _____

“Trading as” name of business:

(Contracts/Orders will be issued in this name and invoices must reflect it)

Title (Prof. / Dr / Mr / Mrs / Ms) and Surname:

(If one-man concern)

Physical address of business:

Building, Street name and number:

Suburb: _____ City: _____

Code: _____ Municipal Area: _____

Postal address of business: *(This is the address to which an Invitation to Tender / enquiry and orders / contracts must be sent to)*

City/Town: _____ Code: _____

Telephone numbers of business: _____

Cellphone number of business: _____

E-mail address: _____

Your own business contact person/sales representative name, e-mail address and telephone number:

Name: _____ E-mail: _____

Tel: _____

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SECTION B: Business Details

Business Registration number (if applicable)

(in case of one-man concern, please furnish identity number plus copy of identity documents)

Physical Address of Head office: _____

Income Tax number of business:

Personal Income tax number: (if a one man concern)

VAT Registration number: (if applicable)

CIDB Grade/s:

VAT Registration number: (if applicable)

Property Rates account number:

District Levy account number:

Name of Banking Institution:

Name under which account is operated

Banking account number:

Type of Account:

Branch:

Branch code:

Previous name of business (if applicable)

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SECTION C: Business Classification

Please indicate (X) the operations performed by your business, as classified below:

No.	Construction Business Description	Select (X)
1	Civil Engineering (CE)	
2	Electrical Engineering: Buildings (EB)	
3	Electrical Engineering Works – Infrastructure (EP)	
4	General Building Works (GB)	
5	Mechanical Engineering Works (ME)	

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THE J.E.W.E.L OF THE SOUTH COAST

Postal Address:

PO Box 19
Scottburgh
4180

Physical Address:

Cnr Williamson & Bram Fischer Streets
Scottburgh
4180

Tel: 039 976 1202

DECLARATION OF INTEREST

1. No bid will be accepted from a person in the services of the state*.
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to a person in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the valuating or adjudicating authority and/or take an oath declaring his/her interest.
3. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid

3.1 Full Name:

3.2 Identity Number:

3.3 Company Registration Number:

3.4 Tax Registration Number:

3.5 VAT Registration Number:

3.6 Are you presently in the service of the state? YES / NO

3.6.1 If so, please furnish particulars:
.....
.....

3.7 Have you been in the service of the state for the past twelve months? YES / NO

3.7.1 If so, please furnish particulars:
.....
.....

*MSCM Regulations "In the service of the state" means to be:

- Any Municipal Council
- Any provincial legislature; or
- The National Assembly or the National Council of Provinces;

(b) a member of the board of directors of any Municipal entity;

(c) an official of any municipal or municipal entity

(d) an employee of any national or provincial department, national or provincial public entity or constitutional institution with the meaning of the Public Finance Management Act (Act No. 1 of 1999)

(e) a member of the accounting authority or any national or provincial public entity; or

(f) an employee of parliament or a provincial legislature

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3.8 Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and / or adjudication of this bid? YES / NO

3.8.1 If so, please furnish particulars:

.....
.....

3.9 Are you aware of any relationship (family, friend, other) between a bidder and any persons in the service of the state who may be involved with the evaluation and / or adjudication of this bid? YES / NO

3.9.1 If so, please furnish particulars:

.....
.....

3.10 Are any of the company's Directors, Managers, Principal Shareholders or Stakeholders in the service of the state? YES / NO

3.10.1 If so, please furnish particulars:

.....
.....

3.11. Are any spouse, child or parent of the company's Directors, Managers, Principal Shareholders or Stakeholders in the service of the state? YES / NO

3.11.1 If so, please furnish particulars:

.....
.....

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CERTIFICATION

I, the undersigned (name)

certify that the information furnished on this declaration form is correct.

I accept that the State may act against me should this declaration prove to be false.

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

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DECLARATION OF BIDDERS PAST SUPPLY CHAIN MANAGEMENT PRACTICES

1. This Municipal Bidding document must form part of all bids invited.
2. It serves as a declaration to be used by municipalities and municipal entities 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 rejected if that bidder, or any of its directors have:
 - Abused the Municipality's / Municipal entity's Supply Chain Management system or committed any improper conduct in relation to such a system;
 - Been convicted for fraud or corruption during the past five years;
 - Willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
 - Been listed in the Register for Tender Defaulters in terms of Section 29 of the Prevention and Combating of Corrupt Activities Act (No. 12 of 2004).
4. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

ITEM	QUESTION	YES	NO
4.1	Is the bidder or any of its directors listed on the National Treasury's database as a company or person 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 own written request for a hardcopy of the Register to facsimile number: 012 326 5445)	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 of law outside 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	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality or to any other municipality / municipal entity, that is in arrears for more than 3 months?	YES	NO
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the bidder and the municipality / municipal entity or any other organ of the state terminated during the past five years on account of failure to perform on or comply with the contract?	YES	NO
4.5.1	If so, furnish particulars:		

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CERTIFICATION

I, the undersigned (full name)

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

.....
Position

.....
Name of Bidder