



## **NOTICE TO PROSPECTIVE SERVICE PROVIDERS**

Steve Tshwete Local Municipality is inviting all prospective suppliers to register on a Government Central Database for National, Provincial, Local Government and Public Entities.

**The Central Supplier Database (CSD) will be the source of all supplier information for all organs of state.** The CSD will reduce the exchange of compliance documents in paper form, eliminate multiple registrations with different organs of state, and ultimately reduce the cost for both business and government by enabling electronic registration and verification processes.

All suppliers have to **self-register** their company on the Central Supplier Database on the follow website: **[www.csd.gov.za](http://www.csd.gov.za) before the 30 June 2016.**

Persons that have no access to internet facilities can visit the following office for the necessary assistance in this regard: **Cnr Lillian Ngoyi and Dr. Beyers Naude Street, Middelburg Hall, Department of Public Works Building (Old TPA Building). Contact person: Lorraine Motebu at telephone number 013 282 8776/91.**

**All current suppliers registered on Steve Tshwete Local Municipality's supplier database have to re-register their company on the Central Supplier Database (CSD). The current supplier database of STLM will still be active until the 30th of June 2016.**

**No supplier will be in a position to do business with Steve Tshwete Local Municipality as from the 1st of July 2016 if not registered on the Central Supplier Database.**

The registration process online takes approximately 15 minutes and the following information must be available to proceed with registration: **Banking details / Company profile / Active e-mail address / Tax Clearance Certificate / Cell phone number / Bank account number and Branch code / Identity document / Certificates if registered at CIDB, etc**

All suppliers have to take note of the following aspects:

- CSD is a self registration process, all suppliers are required to manage their information, registration, update and change of information as and when required
- Suppliers need to take accountability by ensuring that they capture correct information hence the system is a real time system linked with SARS, CIPC, HOME AFFAIRS, BANKS extra
- Suppliers can register Nationwide (include all provinces) / Province wide ( choosing from 2 to 6 provinces) or District wide ( municipality level)e.g. Steve Tshwete Local Municipality reflects under Nkangala District
- A unique number starts with MAA..... will be provided to company if successful registered **BUT** if process was incomplete, the number will start with R 000... and it means that registration of your company is still in process.

Yours faithfully

**MUNICIPAL MANAGER**