



## REQUEST FOR SUPPLIERS TO BE REGISTERED IN THE DATABASE

The Greater Letaba Municipality invites prospective service providers to be added in **one or a maximum of five** of the supplier categories below. In order to comply with the procedures set out in the Municipal Finance Management Act, 2003 (Act 56 of 2003) (MFMA), the municipality developed a supplier database to be used by the Supply Chain Management office. The purpose of this database is to give all prospective suppliers an equal opportunity to submit quotations to the Greater Letaba Municipality. Preference will be given to registered suppliers, but it does not necessarily follow that suppliers who are not yet registered will be totally exempted from quoting for the supplying of goods or services to the Greater Letaba Municipality. It is envisaged however, that this database will contribute to efficient administration and compliance with the MFMA.

### SUPPLIER CATEGORIES

- ✓ Accommodation and conference facilities
- ✓ Advertising / Design and printing
- ✓ Air conditioning services
- ✓ Alarm systems and equipment
- ✓ Architectural services
- ✓ Asset Management Systems
- ✓ Auctioneers
- ✓ Audio Visual Aids / Equipment
- ✓ Building Contractors
- ✓ Carpentry services
- ✓ Catering services
- ✓ Civil construction
- ✓ Cleaning material / chemicals
- ✓ Clothing suppliers (Protective)
- ✓ Consulting Engineering services
- ✓ Courier services
- ✓ Corporate gifts
- ✓ Decoration
- ✓ Education and Training services
- ✓ Electrical contractors
- ✓ Electronic Components and equipment
- ✓ Entertainment services
- ✓ Flags and Maps
- ✓ Furniture suppliers
- ✓ Graphic design services
- ✓ Industrial Equipment / Hire
- ✓ IT services and Solutions
- ✓ Legal Services
- ✓ Lock smiths
- ✓ Maintenance e.g. painting, slashing, tilling etc.
- ✓ Office equipment
- ✓ Pest control services
- ✓ Plumbing contractors
- ✓ Radio Equipment
- ✓ Stationers
- ✓ Security services/suppliers/equipment
- ✓ Telecoms services/equipment
- ✓ Tents and canvas goods
- ✓ Travel agencies
- ✓ Transportation
- ✓ Vehicle tracking systems
- ✓ Window and glass fitting
- ✓ Welding

All companies which were registered in the Greater Letaba Municipality's database in **2011/2012** don't have to come and register their companies again.

An amount of **R100.00** is requested for registration.

Database forms are available from the Supply Chain Management Office, Civic Centre, Modjadjiskloof.

All enquiries to be directed to Ms M.Y Ratlabala at **015 309 9246/7/8**