
GENERAL NOTICES

NOTICE 525 OF 2012

TO ALL SUPPLIERS SEEKING REGISTRATION AS A PREFERRED SUPPLIER ON THE DATABASE OF THE DEPARTMENT OF ENVIRONMENTAL AFFAIRS ONLY FOR THE COMMODITIES THAT ARE LISTED ON PAGE 6 OF THE APPLICATION FORM. ANY APPLICATION FOR A COMMODITY NOT LISTED AS INDICATED WILL NOT BE ACCEPTABLE.

Department of Environmental Affairs hereby invites all suppliers to register as a preferred supplier on the database of competitive suppliers for the commodities that are listed on page 6 of applications form of the department.

In order to comply with Treasury Regulations 16A, the department developed a supplier database to be used by the Supply Chain Management Unit. The purpose of this database is to give all prospective suppliers an equal opportunity to submit **quotations** to the department and to enhance transparency and equality. The database will also contribute to better administration and compliance with the **PFMA** and legal framework effective from 7 December 2011.

Preference will be given to registered suppliers but suppliers who are not yet registered will be excluded from quoting for the supply of goods and services.

Please note that a valid tax clearance certificate must be obtained from the South African Revenue Services (SARS) where the bidder is registered for tax purposes. SARS will furnish the bidder with a Tax Clearance Certificate that will be valid for a period of **12 months** from date of issue. The original Tax Clearance Certificate, valid BEE certificate (only if you claim for BEE points) CIPC certificate and certified ID of all members or shareholder or partners must be submitted together with the application form and bank form (entity maintenance) coupled with confirmation letter from the bank. **Failure to submit the original and valid Tax Clearance Certificate and any other required documents will invalidate the application.** It is imperative that suppliers read the application document carefully, duly complete it in full and sign it.

NB: Suppliers who registered in 2011 **MUST** resubmit their latest original valid BEE Certificates (if they claim for BEE points), Original Valid Tax Clearance Certificate and latest contact and bank details. Failure to resubmit will result in the company profile removed from the database of prospective suppliers.

Database official Registration forms, Commodity list for the required services is listed on page 6 of the applications and Entity Forms may be obtained from below physical address or www.environment.gov.za click on documents/forms/search for procurement.

Closing date of submitting applications is 20 July 2012 at 12:00

Applications must be forwarded or hand delivered to Department of Environmental Affairs, failure to do so may result in the application not being considered. Faxed or emails applications will not be considered.

Suppliers operating in Gauteng, **North West**, **Mpumalanga** and **Limpopo** provinces may hand deliver or mail applications to the following address:

Postal Address:

Department of Environmental Affairs,
Private Bag X447
Pretoria
0001

Physical Address:

Corner Van Der Walt and Pretorius Street,
Fedsure Forum Building, First Floor, Information Centre
Pretoria
0002

For any enquires regarding registration process, please contact our office as follows:

Mr. T Matheane

(012) 395-1708

tmatheane@environment.gov.za

Mr. S Ngomane

Tel (012) 310 3185

sngomane@environment.gov.za

Suppliers operating in **Western Cape**, **Northern Cape**, **Free State**, **Eastern Cape** and **Kwa-Zulu Natal** provinces may hand deliver or mail applications to the following address:

Postal Address:

Department of Environmental Affairs,
Private Bag X4390
Cape Town
8000

Physical Address:

Department of Environmental Affairs,
14 Loop Street,
Cape Town
8001

For any enquires regarding registration process, please contact our office as follows:

Mrs. C Beukes

(021) 441 2700

cbeukes@environment.gov.za

Ms. J Bruce

Tel (021) 441 2700

jlbruce@environment.gov.za