

NOTICE: SUPPLY CHAIN MANAGEMENT

INVITATION TO REGISTER ON THE ACCREDITED SUPPLIER DATABASE OF THE CAPE TOWN INTERNATIONAL CONVENTION CENTRE (CTICC).

In compliance with Municipal Supply Chain Management Regulations and CTICC's Supply Chain Management Policy, all prospective providers of goods and services to CTICC must be registered on the accredited suppliers' database. For more information on legislative requirements and CTICC's Supply Chain Management Policy refer to our website: www.cticc.co.za.

Application forms, in English, are obtainable from the supply chain management unit whose office is housed at 01 Lower Long Street in Cape Town. Alternatively, the application form can be downloaded via our website: www.cticc.co.za.

Prospective providers must submit their applications on the prescribed forms with the following documentation attached:

1. Proof of company / close corporation / trust registration;
2. Proof of municipal account(s) of the company and all directors/shareholders/members/partners (both physical and business addresses);
3. Original certified copies of the IDs of all members/directors of the company, corporation, partnership or sole proprietor;
4. Original valid Tax Clearance Certificate and/or Tax Compliance Status Pin;
5. Proof of VAT registration, where applicable;
6. Proof of registration with the Construction Industry Development Board (CIDB), where applicable;
7. Proof of registration with the National Treasury Centralised Supplier Database (CSD);
8. Accreditation certificate if selling IT equipment;
9. Certificate of Acceptability if selling food;
10. Bank details (together with an original cancelled cheque/original bank stamp or original letter from financial institution) not older than 3 months;
11. An original or originally certified copy of a valid B-BBEE status level verification certificate [Exempted Micro Enterprises (EME's) and Qualifying Small Enterprises (QSE's) may submit a valid, original affidavit, in the format prescribed by the Department of Trade and Industry (DTI), or an affidavit issued by Companies Intellectual Property Commission (CIPC)]; and
12. Any HACCP and ISO certifications which the company may have.

NB: All current accredited suppliers must inform CTICC's supply chain management unit of any changes in their company information and ensure that they update their details and any/all updated supporting documentation (as listed above) in order to maintain their verified status on the database.

Applications must be submitted to CTICC, for attention:

Mr. J. Firfirey,
Supply Chain Management Unit
PO Box 8120
Roggebaai
Cape Town
8012

BD D'OLIVEIRA
SUPPLY CHAIN MANAGER
JULY 2017