

ANNEXURE B

DECLARATIONS: SUPPLIER APPLICATION



CITY OF CAPE TOWN
ISIXEKO SASEKAPA
STAD KAAPSTAD

SUPPLY CHAIN MANAGEMENT: SUPPLIER MANAGEMENT

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Company Trading Name	
Company Legal Name	
Supplier Number <small>(If already registered)</small>	

SCHEDULE A: DECLARATION OF INTEREST – STATE EMPLOYEES

1. No bid will be accepted from persons in the service of the state¹.

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 persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.

- 3 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**
 - 3.1 Full Name of applicant or his representative:.....
 - 3.2 Identity Number:
 - 3.3 Position occupied in the Company (Director, Trustee, Shareholder):.....
 - 3.4 Company or Close Corporation Registration Number:
 - 3.5 Tax Reference Number:.....
 - 3.6 VAT Registration Number:
 - 3.7 The names of all directors, trustees, shareholders members, business associates, their Individual identity numbers and state employee numbers must be indicated in paragraph 4 below or by attaching a supporting list
 - 3.8 Are you presently in the service of the state? **YES / NO**
 - 3.8.1 If yes, furnish particulars: (Designation, Department, Organ of state)
.....
 - 3.9 Have you been in the service of the state for the past twelve months? **YES / NO**
 - 3.9.1 If yes, furnish particulars: (Designation, Department, Organ of state)
.....
 - 3.10 Do you have any relationship (Family, Friend, Business Interest, Other) with persons in the service of the state? **YES / NO**
 - 3.10.1 If yes, furnish particulars: (Name, ID number, Relationship, Designation, Department, Organ of State)
.....

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3.11 Are you, aware of any relationship (Family, Friend, Business Interest, Other) between any other bidder and any person in the service of the state? **YES / NO**

3.11.1 If yes, furnish particulars (Name, ID number, Relationship, Designation, Department, Organ of State)

.....

3.12 Are any of the company's directors, trustees, managers, principle shareholders, stakeholders or business associates in serves of the state? **YES / NO**

3.12.1 If yes, furnish particulars (Name, ID number, Relationship, Designation, Department, Organ of State)

.....

3.13 Are any spouse, child, parent or close family member of the company's directors, trustees, managers, principle Shareholders, stakeholders or business associates in service of the state? **YES / NO**

3.13.1 If yes, furnish particulars (Name, ID number, Relationship, Designation, Department, Organ of State)

.....

3.14 Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract? **YES / NO**

3.14.1 If yes, furnish particulars (Name, ID number, Relationship, Designation, Department, Organ of State)

.....

Full details of directors, trustees, members, shareholders as per your official documents, i.e. CIPC, Shareholders Certificate etc.

Full Name	Identity Number	State the Employee Number

The applicant hereby certifies that the information set out in this schedule and/or attached thereto is true and correct, and acknowledges that failure to properly and truthfully complete this schedule may result in the application being disqualified, and/or (in the event that the application is successful) the cancellation of the application.

Signature

Date

Name (PRINT)
(For and on behalf of the Supplier, duly authorised)

MSCM Regulations: "in the service of the state" means to be –

- (a) a member of –**
 - (i) any municipal council;**
 - (ii) any provincial legislature; or**
 - (iii) 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 municipality or municipal entity;**
- (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);**
- (e) a member of the accounting authority of any national or provincial public entity; or**
- (f) an employee of Parliament or a provincial legislature.**

² ***Shareholder" means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.***

SCHEDULE B - CONFLICT OF INTEREST DECLARATION

1. The applicant shall declare whether it has any conflict of interest in the transaction for which the quotation is submitted. (Mark the appropriate box with 'X')

YES	NO
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If yes, the applicant is required to set out the particulars in the table below:

2. The applicant shall declare whether it has directly or through a representative or intermediary promised, offered or granted:

- 2.1 any inducement or reward to the City of Cape Town for or in connection with the award of this contract; or
- 2.2 any reward, gift, favour or hospitality to any official or any other role player involved in the implementation of the supply chain management policy. (Mark the appropriate box with 'X')

YES	NO
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If yes, the applicant is required to set out the particulars in the table below:

Should the applicant be aware of any corrupt or fraudulent transactions relating to the procurement process of the City of Cape Town, he or she must please contact the following:

Fraud.hotline@capetown.gov.za
or
the City's anti-corruption hotline at 0800 32 31 30 (toll free)

The applicant hereby certifies that the information set out in this Schedule and/or attached thereto is true and correct and acknowledges that failure to properly and truthfully complete the schedule may result in the quotation being disqualified, and/or (in the event that the Supplier is successful) the cancellation of the award/contract.

Signature

Date

Name (PRINT) - For and on behalf of the Supplier (duly authorised)

SCHEDULE C - DECLARATION OF SUPPLIER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

Where the applicant is a partnership/consortium/joint venture, each party to the partnership/consortium/joint venture must sign a declaration in terms of the Municipal Finance Management Act, Act 56 Of 2003, and attach it to this schedule.

1 The application may be rejected if that applicant or any of its directors/members have:

- a. Abused the municipality's / municipal entity's supply chain management system or committed any improper conduct in relation to such system;
- b. Been convicted for fraud or corruption during the past five years;
- c. Willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
- d. 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).

2 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	<p>Is the applicant or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector?</p> <p>(Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the <i>audi alteram partem</i> rule was applied).</p> <p>The Database of Restricted Suppliers now resides on the National Treasury's website(www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.1.1	If so, furnish particulars:		
4.2	<p>Is the applicant 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)?</p> <p>The Register for Tender Defaulters can be accessed on the National Treasury's website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.2.1	If so, furnish particulars:		

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4.3	Was the applicant 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 <input type="checkbox"/>	No <input type="checkbox"/>
4.3.1	If so, furnish particulars:		
4.4	Does the applicant or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the applicant and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.5.1	If so, furnish particulars:		

The applicant hereby certifies that the information set out in this schedule and/or attached thereto is true and correct, and acknowledges that failure to properly and truthfully complete this schedule may result in the application being disqualified.

Signature

Print name:
On behalf of the applicant (duly authorised)

Date