



**INVITATION TO SERVICE PROVIDERS TO REGISTER ON THE  
POLOKWANE MUNICIPALITY ONLINE DATABASE OF SUPPLIERS FOR  
2025/2026**

Notice is hereby given in terms SCM regulation 14(1)(a)(i) of MFMA as amended on the 14 December 2023 which instructs the accounting officer to keep a list of accredited prospective providers of goods and services that must be used for the procurement requirement of the municipality through formal written price quotation. Polokwane Municipality (Supply Chain Management-SCM) hereby invites service providers to be registered and included on the panel for provision of goods and services for 2024/2025 financial year and beyond and/ until new advert is posted. This invitation is open to all the old and new service providers.

Service providers are allowed to register only four (4) categories of services at a time. Services will be highlighted in the online database registration form. Please note that Polokwane Municipality will not conduct business with service providers who are not registered on the municipal suppliers online database and on the Central Supplier Database (CSD).

It is therefore the responsibility of each service provider to ensure that they complete the **online** registration form fully. Failure to complete all mandatory fields will result in non-submission. No extensions will be granted.

**NB: No Service or Goods may be rendered or supplied until an Official Order has been Issued.**

Prescribed online registration forms will be available on the municipal website. The registration form should be completed from the Polokwane Municipality's website: [www.polokwane.gov.za](http://www.polokwane.gov.za) under **Polokwane online tab then Supplier Database form** and note that the application is online not manual.

The online database registration link will be open from Tuesday, **15 August 2025**. The closing date for submission of online database registration forms is Monday, **15 September 2025** at 23h59.

Enquiries in relation to compliance requirements of the database registration should be directed to the **Supply Chain Management (SCM) Acquisition Office/ Tender Office** at **015 290 2337 / 015 290 2193**. [Tirop@polokwane.gov.za](mailto:Tirop@polokwane.gov.za) or [musas@polokwane.gov.za](mailto:musas@polokwane.gov.za) or [rawutinig@polokwane.gov.za](mailto:rawutinig@polokwane.gov.za)

**ALL SUPPLIERS ARE ADVISED TO REGISTER.**

**Kind Regards  
MS. THUSO NEMUGUMONI  
CITY MANAGER  
POLOKWANE MUNICIPALITY**

