

## PUBLIC NOTICE

### **INVITATION TO SERVICE PROVIDERS TO REGISTER ON THE POLOKWANE MUNICIPALITY DATABASE OF SUPPLIERS FOR 2024/2025**

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' database and on the Central Supplier Database (CSD).

It is therefore the responsibility of each service provider to ensure that they complete online registration form fully. Polokwane Municipality will disqualify any service provider who fails to comply with the full completion of the online database registration form. No late submission of the forms will be accepted.

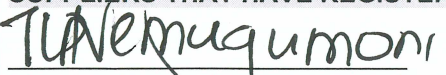
**NB: No Service or Goods may be rendered or supplied until an Official Order has been Issued.**

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 forms will be available from Monday, **11 March 2025**. The closing date for submission of online database registration forms is Monday, **09 April 2025** at 23h59.

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

**SUPPLIERS THAT HAVE REGISTERED PREVIOUSLY SHOULD NOT RE-REGISTER.**

  
**MS. THUSO NEMUGUMONI**  
**MUNICIPAL MANAGER**  
**POLOKWANE MUNICIPALITY**