



**INVITATION TO BOTH CURRENT AND PROSPECTIVE SERVICE PROVIDERS
TO REGISTER OR UPDATE THEIR COMPANIES INFORMATION ON THE
WATERBERG DISTRICT MUNICIPALITYS DATABASE.**

Prospective service providers are requested to register on WDM's database by completing a database registration form. Current service providers are requested to update their records with the SCM Unit by submitting the following documents: .Recent valid Tax Clearance Certificates. Original certified copies of Identify Document (ID) of shareholders. Company registration documents including shareholders' names and ownership percentages. Company profile with at least three contactable references per type of service rendered. Original or certified copy of proof of residence. ie water and lights statements or affidavit., CIPC (Abridged Certificate for Annual return) and certified copy BBBEE Certificate.

New registration forms are obtainable free of charge at the Supply Chain Management Unit or can be retrieve from our website www.waterberg.gov.za

Completed database forms can be delivered to SCM Administrator –Wendy Moagi, the Budget and Treasury Department, Office No 1 or posted to Private Bag x 1018, Modimolle 0510, for attention Wendy Moagi.

Note: Tax Clearance, CIPC (Annual return certificate) BBBEE is renewed every year and it has a valid and expiry dates. Failure to submit the updated registration information could result in your information declared out –dated and further restricted from rendering any services for WDM

For more information, do not hesitate to contact the SCM Administrator, Wendy Moagi at this number 014 718 3355

M.S Mabotja
Municipal Manager