



## **BERGRIVIER MUNICIPALITY REGISTRATION ON CENTRAL SUPPLIER DATABASE (CSD)**

Bergrivier Municipality hereby informs prospective and existing vendors that the municipality will only source from the Central Supplier Database (CSD) registered companies for our needs. This means that all vendors that want to do business with Bergivier municipality need to ensure that they are registered with the CSD and are in possession of an MAAA number. Those vendors who **are not yet registered** on the Central Supplier Database (CSD) are urged to register as a supplier as soon as possible. Vendors must be in possession of an MAAA number as issued by CSD before their details can be imported in Council's financial system. CSD registered vendors are encouraged to update their details regularly.

CSD Step by Step guides for registration are available via the following methods:

- Website on <http://www.bergmun.org.za/procurement-0> or contact Ms M. Van Zyl / Ms. L Parks (022) 913 6000 for assistance.
- Electronic copies for the step by step guides can also be requested from Ms M van Zyl via email : [vzylm@bergmun.org.za](mailto:vzylm@bergmun.org.za) / Ms.L Parks : [parks1@bergmun.org.za](mailto:parks1@bergmun.org.za)

**No application forms for registration on Bergrivier municipal database will be accepted anymore.**

**Please take note:** Vendors/suppliers can register online at: [www.csd.gov.za](http://www.csd.gov.za)

Persons who cannot read or write, may contact Ms M van Zyl/ Ms L Parks during normal office hours for assistance as regards the contents of the above-mentioned documents.

**MUNICIPAL OFFICES  
13 CHURCH STREET  
PO BOX 60  
PIKETBERG  
7320  
MN6/2018**

**ADV HANLIE LINDE  
MUNICIPAL MANAGER**

**25 January 2018**

## **REGISTRASIE OP SENTRALE VERSKAFFERSDATABASIS (SVD)**

Bergrivier Munisipaliteit stel alle voornemende en gevestigde leweransiers/verskaffers in kennis dat die munisipaliteit slegs aankope sal doen vanaf geregistreerde Sentrale Verskaffers Databasis (SVD) maatskappye vir ons benodigdhede. Dit beteken dat alle leweransiers wat met Bergrivier munisipaliteit transaksies wil doen, in besit moet wees van 'n MAAA nommer en geregistreer wees by die SVD. Daardie verskaffers wat nog nie 'n MAAA nommer besit en nog nie by die SVD geregistreer is nie, word versoek om so spoedig moontlik dit te doen. Verskaffers moet in besit wees van 'n MAAA nommer soos uitgereik deur die SVD alvorens die besonderhede in die Raad se finansiële stelsel geïnkorporeer kan word. SVD geregistreerde diensverskaffers word versoek om hulle besonderhede gereeld op te dateer.

SVD stap vir stap handleidings vir registrasie is verkrygbaar deur die volgende maniere:

- Webwerf op <http://www.bergmun.org.za/procurement> kontak Me. M.Van Zyl / Me. L Parks (022) 913 6000 vir bystand.
- Elektroniese kopieë van die stap vir stap registrasie kan ook aangevra word vanaf Me. M van Zyl via e-pos : [vzylm@bergmun.org.za](mailto:vzylm@bergmun.org.za) / Me. L Parks : [parksl@bergmun.org.za](mailto:parksl@bergmun.org.za)

**Geen aansoekvorms vir registrasie op Bergrivier munisipaliteit se databasis word meer toegelaat nie.**

**Neem kennis :** Leweransies/ verskaffers kan aanlyn registreer by : [www.csd.gov.za](http://www.csd.gov.za)

Persone wat nie kan lees of skryf nie, kan Me. A M van Zyl/Me L Parks gedurende gewone kantoorure by die munisipale kantore, Kerkstraat 13, Piketberg nader vir bystand rakende die inhoud van bovermelde dokumente.

**MUNISIPALE KANTORE  
KERKSTRAAT 13  
POSBUS 60  
PIKETBERG  
7320  
MK6/2018**

**ADV. HANLIE LINDE  
MUNISIPALE BESTUURDER**

**25 Januarie 2018**