

SUPPLY CHAIN MANAGEMENT UNIT



BREDE VALLEY
MUNICIPALITY • MUNISIPALITEIT • UMASIPALA

Name of Enterprise: _____
(Applicant)

APPLICATION
to
REGISTER
as
PROSPECTIVE PROVIDER
of
GOODS AND SERVICES

ISSUED BY:	CONTACT:
BREDE VALLEY MUNICIPALITY	Miss Xayimpi
Supply Chain Management Unit	Fax:
Stofberg Huis 23 Baring Street Worcester 6850	Tel: 023 348 2975 Email: bxayimpi@bvm.gov.za Email: scm@bvm.gov.za
	<u>For office use only:</u>
	<i>Reference/Supplier number:</i>
	<i>Date received:</i>
	<i>Date approved/registered:</i>
	<i>Signature:</i>



GENERAL INFORMATION

- Completion of this application does not mean that the Municipality has accepted your business entity as a vendor / provider of goods and / or services.
- Qualifying as a vendor / provider of goods and / or services does not necessarily mean that the Municipality will invite your business entity to quote or bid every time the Municipality puts out tenders or requests for quotations.
- The Municipality will use the information that you fill in on this form to pre-qualify and accredit your business entity in terms of the criteria stipulated in the application form. This will apply for both existing and new vendors / provider of goods and / or services.
- The Municipality will treat all the information that you supply as strictly confidential.
- The Municipality reserves the right to request additional information and / or documents regarding your answers and / or documents in this application.
- The Municipality reserves the right to perform an audit to confirm or verify any of the answers and / or documents that you supply.
- Please make sure that the application is duly signed, where required, before you return it to the Municipality.
- Please make sure all required documents are included in the application before you return it to the Municipality.
- Please respond to all questions in the application as incomplete forms will not be processed.
- A checklist, for your convenience, is included on page 3.
- Only original documentation, unless copies are requested as indicated, will be accepted.
- **Copies of Documents** – Please keep copies of the registration form and all supporting documentation submitted, for your own records and to ensure that all data is maintained and up to date on a continual basis. (We do not supply copies of the completed document).
- Should you experience any problems in completing this application, please contact Ms L.Nkoko on Tel no: (023) 348 2600 or if you have not received any communication within one month after submitting your application.
- Only original documentation, unless copies are requested as indicated, will be accepted.
- A Confirmation letter will be issued once your company has been accepted and registered on the system.
- An original completed Database form should be completed and submitted.
- **Tax Clearance Certificate** - An original valid Tax Clearance Certificate is to be submitted. The validity period of a Tax Clearance Certificate is 12 months from date of issue. To maintain a verified status on the Breede Valley Municipality's Database, please ensure that we are always in possession of a valid Tax Clearance Certificate (**Photo copies of these certificates is not valid**)
- **Preference Points** - Should you wish to claim Preference Points, kindly submit an original certified copy of your valid BBBEE Rating certificate or EME letter, if applicable (fax or email copy will not be accepted). Should your BEE status change following submission of your B-BBEE Rating Certificate the onus is on the supplier to notify the Breede Valley Municipality.
- **When submitting a B-BBEE certificate or an Emerging Micro Enterprise (EME) letter, applicable to entities with an annual average turnover below R 5 million, please take note of the following:** The verification agency used must be accredited by the South African National Accreditation System (SANAS) or;
- Registered Auditors issuing an EME letter must be approved by the Independent Regulatory Board of Auditors (IRBA) in accordance with the approval granted by the Department of Trade and Industry (the dti).

Please take note of the Mandatory Requirements as Listed in the Application Form



CONTENTS

	Page
a. Checklist	3
b. Schedule 01: Authority for Signatory	4
c. Schedule 02: Enterprise questionnaire	5
d. Schedule 03: Preference Points	6
e. Schedule 04: Declaration in terms of the MFMA ¹	7
f. Schedule 05: Valid and Original Tax Clearance Certificate	8
g. Schedule 06: Proof of Payment of Municipal Rates and Taxes	8
h. Schedule 07: Documents of Incorporation	8
i. Schedule 08: Partnership or Joint Venture Agreement	8
j. Schedule 09: Copies of Identity Documents	8
k. Schedule 10: Health Certificate	8
l. Schedule 11: Certificate of Banking Details	8
m. Schedule 12: Classification of Economic Sector	9
n. Schedule 13: Category of Commodities/Services rendered	10, 11

CHECKLIST (Documents that should be attached) (Mark with X)

Document	See Page	Not Appl.	Yes	No
Copy of Joint Venture Agreement	8			
Resolution of the Board: Organ of State	5			
Copy of Registration Documents of Construction Industry Development Board (Obtainable from CIDB) - applicable to construction industry only	8			
Certified Copy of Certificate of Incorporation/Registration: Company, Closed Corporation or Trust (Obtainable from CIPC)	8			
Certified copies of Identity Document(s) of Owner(s), Member(s), Trustees or Shareholder(s) (Original Certified Copy)	8			
Certified copies of Identity Document(s) of Authorised Person/Signatory (Original Certified Copy)	8			
Original and Valid Tax Clearance Certificate (Obtainable from SARS)	8			
Copy of latest Municipal Account(s) or Affidavit confirming of residential address or renting of business premises	8			
Date Stamp of Bank, Cancelled bank cheque (Original or Certified) copy or certified letter from banking institution	8			
Health certificate (Catering Suppliers)	8			
Registration with Professional Board (e.g. engineering, accounting, law, architectural etc.)	8			
Original certified copy of your valid BBBEE Rating certificate or EME letter Copies with Electronic signatures are not valid (Original or certified copy of original should be submitted) (Obtainable from a SANAS accredited verification agency Or if turnover is less than R5m per annum the EME letter from a registered accountant/auditor).	8			

¹ Municipal Finance Management Act, 2003 (Act No. 56 of 2003)



SCHEDULE 1

AUTHORITY FOR SIGNATORY

Indicate the status of the SUPPLIER by ticking (mark with "X") the appropriate box hereunder. The applicant **MUST** complete the certificate set out below. **Please note: Points A-D to be duly completed.**

Sole Proprietor	Partnership	Close Corporation	Private Company	Public Company	Joint Venture	Trust	NPO/NGO	Organ of State

A. CERTIFICATE OF CORRECTNESS OF INFORMATION SUPPLIED IN THIS DOCUMENT

I, THE UNDERSIGNED, WHO WARRANTS THAT I AM DULY AUTHORISED TO ACT ON BEHALF OF THE SUPPLIER TO CERTIFY/DECLARE THAT THE INFORMATION SUPPLIED IN TERMS OF THIS DOCUMENT IS TRUE, CORRECT AND ACCURATE, INCLUDING THE SUPPORTING DOCUMENTATION AND CONFIRM THAT I UNDERSTAND THE CONDITIONS UNDER WHICH PREFERENCES ARE GRANTED AND CONFIRM THAT THE SUPPLIER SATISFIED THE CONDITIONS PERTAINING TO THE GRANTING OF TENDER PREFERENCES AND CONFIRM THAT I HAVE READ, UNDERSTAND AND ACCEPT THE GENERAL CONDITIONS OF CONTRACT, AS RECEIVED, AS BINDING ON THE SUPPLIER.

I ACKNOWLEDGE THAT ANY MISREPRESENTATION IN RESPECT OF THIS CERTIFICATE MAY BE REGARDED AS A REASON TO CANCEL THE LISTING OR BID AS AN ACCREDITED PROSPECTIVE PROVIDER AND ANY CONTRACT ARISING OUT OF THIS INFORMATION.

DULY AUTHORISED TO SIGN ON BEHALF OF:

(SUPPLIER'S NAME) _____

PRINT FULL NAME: _____

IDENTITY NUMBER: _____

SIGNATURE: _____ IN HIS /HER CAPACITY AS: _____

DATE: _____

B. Enterprise is in existence from (insert date) → _____

C. Principle Business Activities: Specific business expertise vested in the enterprise:

- _____
- _____
- _____

D. the owners, shareholders, members, partners and their relevant particulars are as follows—²

Name	Position occupied in Enterprise	ID Number	Gender (Male/Female)	Race	Percentage of Business owned (%)

² If insufficient space, attach a complete list to this declaration.



SCHEDULE 2
COMPULSORY ENTERPRISE QUESTIONNAIRE

I, the undersigned, who warrants that he/she is duly authorised to do so on behalf of the enterprise, applies herewith for the registration of the under mentioned enterprise as an accredited prospective provider:

Registered Name of Enterprise: _____

Trading Name of Enterprise: _____

ADDRESS: POSTAL:		STREET:	
POSTAL CODE			

TELEPHONE: CODE & NUMBER _____ FACSIMILE: CODE & NUMBER _____

CELL PHONE NUMBER _____ E-MAIL ADDRESS: _____

CORRESPONDENCE METHOD

PLEASE SELECT YOUR PREFERRED METHOD OF CORRESPONDENCE. ALL CORRESPONDENCE WILL BE SENT USING THE METHOD YOU SELECT BELOW. (EXPLANATION OF ABBREVIATIONS USED IN THE FOLLOWING TABLE)

Capacity		
FAX	F	
E-MAIL	E	
POSTAL	P	

LANGUAGE PREFERENCE: _____

TAX REFERENCE NUMBER: _____ VAT REGISTRATION NUMBER (if any): _____

CIDB³ REGISTRATION NUMBER (if any): _____ GRADING: _____
(Certified copy of registration document must be attached)

REGISTRATION NUMBER: COMPANY / CLOSE CORPORATION / TRUST: _____ (delete if not applicable)
(Certified copy of registration document must be attached)

SIGNATURE OF APPLICANT/AUTHORISED PERSON _____ DATE: _____

CAPACITY UNDER WHICH THIS APPLICATION IS SIGNED _____

PRINT NAME: _____

IDENTITY NUMBER: _____ (certified copy of ID document must be attached/Authorised person)

ADDRESS:

Physical: _____ Postal: _____

Code: _____

E-MAIL ADDRESS: _____

CONTACT NUMBERS:

TEL. No. _____ CELL No. _____ FAX No. _____

³ Construction Industry Development Board.



SCHEDULE 3
PREFERENCE POINTS CLAIMED IN RESPECT OF
Broad Based Black Economic Empowerment (B-BBEE)

PREFERENCE POINTS

⁴ B-BBEE RATING CERTIFICATE

(Attach an ORIGINAL CERTIFIED COPY of the B-BBEE Rating Certificate OR EME Certificate)

<u>YES</u>	<u>NO</u>

Please select the relevant status below and attach the relevant document:

Valid BEE Certificate		EME Certificate		Letter / proof from agency that application has been submitted to BEE verification agency (no preference points allocated)		Letter from agency that the supplier is in process of BEE verification (no preference points allocated)	
-----------------------	--	-----------------	--	--	--	---	--

B-BBEE STATUS LEVEL OF CONTRIBUTOR	NUMBER OF POINTS	Please Mark where applicable
1	20	
2	18	
3	16	
4	12	
5	8	
6	6	
7	4	
8	2	
NON-COMPLIANT CONTRIBUTOR	0	

⁴ Exempted Micro Enterprise

⁴ Broad Based Black Empowerment



SCHEDULE 4

CERTIFICATE in terms of SECTION 112(1) of the MUNICIPAL FINANCE MANAGEMENT ACT 2003 (Act No. 56 of 2003) and in terms of CLAUSES 44 and 45 of the MUNICIPAL SUPPLY CHAIN MANAGEMENT POLICY

I, the undersigned, warrants that I am duly authorised to act on behalf of the enterprise mentioned below and do hereby certify that, to the best of my personal knowledge, neither the enterprise nor any of its owners, directors, members or partners has—

- i) failed to pay any municipal rates and taxes or municipal service charges;
- ii) been in arrears with any municipal accounts with any municipality or municipal entity in the Republic of South Africa, for a period longer than 3 (three) months;
- iii) been convicted of fraud or corruption during the past 5 (five) years;
- iv) abused the supply chain management system of the Municipality or has committed any improper conduct in relation to this system;
- v) failed, during the past 5 (five) years, to perform satisfactory on a previous contract with the Municipality or any other organ of state after written notice was given to the enterprise that performance was unsatisfactory;
- vi) wilfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past 5 (five) years;
- vii) been listed with the Register of Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act 2004 (Act no. 12 of 2004);
- viii) been listed on National Treasury's database as a person or enterprise prohibited from doing business with the public sector;
- ix) any tax matters that is not cleared by the South African Revenue Services;
- x) **Is currently in in the service of the state**
- xi) been or is an advisor or consultant contracted with the Municipality.

Further to the above I, the undersigned, herewith disclose the particulars of any kinship (**spouse, parent, brother, sister or child**) with a person that is in the service of the state (see footnote⁵), or who has been in the service of the state in the previous twelve months of any of its owners, directors, members or partners:

(Note: If you have more than one kinship, as defined above, in the service of the state or who has been in the service of the state in the previous twelve months of any of its owners, directors, members or partners, please attach those names, with their particulars, on a separate list to this application)

Particulars of Kinship:

Full Name of that person: _____

Kinship /Relationship: _____

Identity Number of that person(s): _____

Particulars of Employer: _____

Capacity in which that person is in the service of the state: _____

I acknowledge that any misrepresentation in respect of this certificate may be regarded as a reason to cancel the listing or bid as accredited prospective provider and any contract arising out of this information supplied.

DULY AUTHORISED TO SIGN ON BEHALF OF: _____ (Insert name of enterprise⁶)

PRINT FULL NAME: _____ SIGNATURE: _____

IDENTITY NUMBER: _____

⁵ MSCM Regulations: "in the service of the state" means to be –

- (a) a member of any municipal council; any provincial legislature; or 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.

⁶ Where the enterprise is a joint venture, each party to the joint venture must sign a declaration in terms of the Municipal Finance Management Act.



DOCUMENTATION REQUIRED

SCHEDULE 3: BROAD BASED BLACK ECONOMIC EMPOWERMENT CERTIFICATE OR EXEMPTED MICRO ENTERPRISE LETTER

Preference Points - Should you wish to claim Preference Points, kindly submit an original certified copy of your valid BBEE Rating certificate or EME letter, if applicable (fax or email copy will not be accepted). Should your BEE status change following submission of your B-BBEE Rating Certificate the onus is on the supplier to notify the Breede Valley Municipality.

SCHEDULE 5: VALID AND ORIGINAL TAX CLEARANCE CERTIFICATE—

The Bidder must attach to this application a **valid** and **original** tax clearance certificate. (Photo copies are not valid)

SCHEDULE 6: PROOF OF PAYMENT OF MUNICIPAL RATES AND TAXES—

The Bidder must attach to this application a certificate from his / her municipality indicating that all rates and taxes are fully paid or not in arrears for more than three (3) months. Please note that the Municipality reserves its right to have the account checked before any business is awarded. (Copy of latest Municipal Account(s) or Affidavit confirming of residential address or renting of business premises or Rental Agreement.)

SCHEDULE 7: DOCUMENTS OF INCORPORATION AND PROFESSIONAL REGISTRATION

The Bidder must attach to this application a **certified** copy of the certificate of incorporation of his / her company, close corporation, trust or, in the case of a joint venture between two or more firms, **certified** copies of the certificates of incorporation of each of the firms of the joint venture. The bidder must also attach a certified copy /copies with regard to any Professional Board or Body.

SCHEDULE 8: PARTNERSHIP OR JOINT VENTURE AGREEMENT

The Bidder must attach to this application a **certified** copy of the partnership agreement or, in the case of a joint venture between two or more firms, a **certified** copy of the agreement between the firms of the joint venture.

SCHEDULE 9: IDENTITY DOCUMENTS—

The Bidder must attach to this application a **certified** copy /copies of the identity document(s) of the owner(s), shareholder(s) with regard to propriety company, director(s) and / or Manager(s) of his / her company, close corporation, trust, partnership or, in the case of a joint venture between two or more firms, **certified** copies of the identity document(s) of the owner(s), shareholder(s) with regard to propriety company, director(s) and / or Manager(s) of each of the firms of the joint venture. Identity Document for Certificate of Correctness Signatory (Original Certified Copy)

SCHEDULE 10: HEALTH CERTIFICATE (CATERING SUPPLIERS)—

Catering Suppliers must attach a Health Certificate with the application. Local catering suppliers can apply for a Health Certificate at the Cape Winelands District Municipality's offices.

SCHEDULE 11: CERTIFICATE OF BANKING DETAILS—

The **SUPPLIER** must complete this section and attach to this page a certified copy of a cancelled cheque or have the details certified by the bidder's bank.

I, _____, duly authorised thereto, confirm that the banking details of the enterprise are as follows:

Name of Banking Institution: _____;

Bank Branch: _____; Branch Code: _____;

Type of account: _____;

Account Number: _____.

<u>DATE STAMP OF BANK</u>

DULY AUTHORISED TO SIGN ON BEHALF OF: _____

(Insert name of enterprise)

PRINT FULL NAME: _____ SIGNATURE: _____

IDENTITY NUMBER: _____



**SCHEDULE 12: CLASSIFICATION OF ECONOMIC SECTOR
TO QUALIFY FOR SMME STATUS PART 2 MUST BE COMPLETED**

Part 1: Indicate your Economic sector		Part 2: Indicate the size of your Business if the National Small Business Act 102 of 1996 applies to your enterprise				
Sector or sub-sectors in accordance with the Standard Industrial Classification		Size of class	Total full-time equivalent of paid employees	Total annual turnover (millions)	Total gross asset value (fixed property excluded)	Indicate the category of your business
Please indicate your Sector		Less than:		Less than:		"X"
All tiers of Government 00001 -- 09999		Not applicable	Not applicable	Not applicable	Not applicable	Not applicable
Agriculture 11001 -- 14999		Medium	100	R 5 m	R 5 m	
		Small	50	R 3 m	R 3 m	
		Very Small	10	R 0.5 m	R 0.5 m	
		Micro	5	R 0.2 m	R 0.1 m	
Mining and Quarrying 21001 -- 2999		Medium	200	R 39 m	R 23 m	
		Small	50	R 10 m	R 6 m	
		Very Small	20	R 4 m	R 2 m	
		Micro	5	R 0.2 m	R 0.1 m	
Manufacturing 30001 -- 39999		Medium	200	R 51 m	R 19 m	
		Small	50	R 13 m	R 5 m	
		Very Small	20	R 5 m	R 2 m	
		Micro	5	R 0.2 m	R 0.1 m	
Electricity, Gas and Water 41001 -- 42999		Medium	200	R 51 m	R 19 m	
		Small	50	R 13 m	R 5 m	
		Very Small	20	R 5.1 m	R 1.9 m	
		Micro	5	R 0.2 m	R 0.1 m	
Construction 50001 -- 50999		Medium	200	R 26 m	R 5 m	
		Small	50	R 6 m	R 1 m	
		Very Small	20	R 3 m	R 0.5 m	
		Micro	5	R 0.2 m	R 0.1 m	
Wholesale Trade, Commercial Agents and Allied Services 58001 -- 61999		Medium	200	R 64 m	R 10 m	
		Small	50	R 32 m	R 5 m	
		Very Small	20	R 6 m	R 0.6 m	
		Micro	5	R 0.2 m	R 0.1 m	
Retail and Motor Trade and Repair Services 62101 -- 63500		Medium	200	R 39 m	R 6 m	
		Small	50	R 19 m	R 3 m	
		Very Small	20	R 4 m	R 0.6 m	
		Micro	5	R 0.2 m	R 0.1 m	
Catering, Accommodation and other related Trade 64101 -- 64299		Medium	200	R 13 m	R 3 m	
		Small	50	R 6 m	R 1 m	
		Very Small	20	R 1.5 m	R 0.9 m	
		Micro	5	R 0.2 m	R 0.1 m	
Transport, Storage and Communications 71001 -- 75999		Medium	200	R 26 m	R 6 m	
		Small	50	R 13 m	R 3 m	
		Very Small	20	R 3 m	R 0.6 m	
		Micro	5	R 0.2 m	R 0.1 m	
Finance and Business Services 81001 -- 88999		Medium	200	R 26 m	R 5 m	
		Small	50	R 13 m	R 3 m	
		Very Small	20	R 3 m	R 0.5 m	
		Micro	5	R 0.2 m	R 0.1 m	
Community, Social and Personal Services 91001 -- 99999		Medium	200	R 13 m	R 6 m	
		Small	50	R 6 m	R 3 m	
		Very Small	20	R 1 m	R 0.6 m	
		Micro	5	R 0.2 m	R 0.1 m	



SCHEDULE 13: CATEGORY OF COMMODITIES/SERVICE YOU CAN SUPPLY

CODE	MAIN COMMODITY/ SERVICE	X	CODE	MAIN COMMODITY/ SERVICE	X
10000	CONSTRUCTION EQUIPMENT AND SUPPLIES		40300	Picture framing	
10010	Air conditioning and temperature control equipment		40310	Printing	
10020	Building equipment and accessories (cement mixers, scaffolding, trowels, levels, etc)		40320	Procurement services	
10030	Building materials (bricks, cement, sand, painting, plastic, stone, steel, tiles, etc)		40330	Real estate services	
10040	Ceiling boards, skirting's, etc		40340	Research services	
10050	Construction machinery		40350	Security and safety services	
10060	Doors and windows		40360	Site cleaning	
10070	Electrical systems, lighting, components accessories and supplies		40370	Social Facilitating	
10080	Flooring materials (carpets, tiles, etc)		40380	Storage	
10090	Plumbing ware and materials		40390	Translation and interpreting services	
10100	Roofing materials		40400	Transport services, general	
10110	Sanitation ware and equipment		40410	Travel services	
10120	Roads related materials, signs, etc		40420	Vehicle hire	
10130	Bitumen Products (cold mix, hot mix etc)		40430	Vending services	
20000	CONSTRUCTION SERVICES		50000	OFFICE AND FACILITIES EQUIPMENT AND SUPPLIES	
20010	Burglar proofing and systems		50010	Computer equipment, networks and software	
20030	Concrete manufacture and works		50020	Consumables	
20040	Construction-related transport		50030	Corporate gifts	
20050	Demolition services		50040	Domestic, industrial and cleaning equipment and supplies	
20060	Earthworks, drilling and landscaping		50050	Electronic equipment, including audio-visual equipment	
20070	Electrical installation		50060	Fire protection equipment	
20080	Fencing		50070	Flowers and plants	
20090	General building work		50080	Food and refreshments	
20100	Glazing		50090	Household furniture, appliances and goods	
20110	Mechanical contracts		50100	Office furniture and equipment	
20120	Metalwork		50110	Office supplies and stationery	
20130	Painting		50120	Printing, copying and photographic equipment and supplies	
20140	Paving				
20150	Plumbing		60000	MISCELLANEOUS GOODS AND SUPPLIES	
20160	Pre-cast concrete manufacture		60010	Environmental cleansing equipment, goods and supplies	
20170	Pump installation		60020	Fire protection equipment, goods and supplies	
20180	Road works		60030	Garden tools	
20190	Sewerage systems and construction		60040	Material and warehousing machinery, equipment and goods	
20200	Water works and pipelines		60050	Measuring, testing and observation equipment	
			60060	Protective clothing and uniforms	
30000	ELECTRICAL AND MECHANICAL EQUIPMENT, SERVICES AND SUPPLIES		60070	Security equipment, goods and services	
30010	Bearing supplies		60080	Sports and recreational equipment and goods	
30020	Bolts, nuts and fasteners		66001	Reflective bands- Personal human safety	
30030	Electric cables				
30040	Electrical component supplies		70000	PROFESSIONAL SERVICES	
30050	Electrical equipment repairs		70010	Accounting, auditing and management services	
30060	Hardware supplies		70020	Architectural services	
30070	Lifting equipment		70030	Consulting engineering-Electrical	
30080	Mechanical seals and packing		70040	Consulting engineering-Environmental	
30090	Pipe and irrigation supplies		70050	Consulting engineering-Other	
30100	Power generation and distribution machinery and accessories		70060	Consulting engineering-Project management	



30110	Pump spares	
30120	Small tools	
30130	Transformer services	
30140	Valves, couplings	
30150	Water meters, pipes, fittings, PVC, polyethylene, etcetera	
30160	Manufacture of prepayment electricity meters	
40000	GENERAL SERVICES	
40010	Accommodation and lodging	
40020	Advertising, communication, design, editorial, publication and marketing services	
40030	Auctioneering services	
40040	Bookkeeping and accounting services	
40050	Catering and refreshments	
40060	Cleaning services	
40070	Conferencing facilities and facilitation	
40080	Contract administration	
40090	Courier services	
40100	Education and training	
40110	Environmental impact studies	
40120	Freight forwarding and cleaning services	
40130	General maintenance services	
40140	Health care	
40150	Horticulture	
40160	Infrastructural maintenance	
40170	Inspection services	
40180	Insurance	
40190	IT, broadcasting and telecommunication services	
40200	Interior decorating, refurbishment and upholstery	
40210	Land valuation services	
40220	Laundry and dry-cleaning services	
40230	Locksmith services	
40240	Mailing services	
40250	Management services	
40260	Miscellaneous equipment and goods hiring	
40270	Personnel services	
40280	Pest control and removal services	
40290	Photographic and graphic design services	

70070	Consulting engineering-Roads and Storm water	
70080	Consulting engineering-Sewerage systems	
70090	Consulting engineering-Structures, Buildings, Bridges, etc	
70100	Consulting engineering-Water systems	
70110	Consulting engineering-Geo-technical	
70120	Consulting engineering-Solid waste	
70130	Engineering services	
70140	Financial services	
70150	Land surveying	
70160	Legal services-contracts	
70170	Legal services-conveyancing	
70180	Legal services-litigation	
70190	Legal services -other	
70200	Consulting engineering-Mechanical	
70210	Medical services	
70220	Project management	
70230	Quantity surveying	
70240	Town and regional planning	
80000	VEHICLE SUPPLY AND TRANSPORTATION SERVICES	
80010	Alarm and tracking systems	
80020	Batteries	
80030	Engine overhauls	
80040	Fuel, oils and lubrications	
80050	Hydraulics	
80060	Panel beating	
80070	Radiator repairs	
80080	Spares and parts	
80090	Towing services	
80100	Transmissions	
80110	Tyres and tubes	
80120	Upholstery	
80130	Vehicle fleet management	
80140	Vehicle supply	
80150	Windscreens	
80160	Manufacturing & Fitter of Vehicle Bodies	