



**national treasury**

Department:  
National Treasury  
REPUBLIC OF SOUTH AFRICA

**CENTRAL SUPPLIER  
DATABASE  
FOR GOVERNMENT**



<https://secure.csd.gov.za/Home/HomePage>

### **NOTICE TO ALL SUPPLIERS FOR THE AREA OF THE WEST COAST DISTRICT**

The West Coast District Municipality want to brought to your attention what the supplier database requirements, to procure with municipalities, will be as from 1st July 2016.

**YOUR COMPANY MUST BE REGISTERED AND VALIDATED AS A PROSPECTIVE SUPPLIER ON THE ONE CENTRAL SUPPLIER DATABASE (CSD)  
NO EXCEPTIONS**

If you don't comply, the municipality will also lose out, because it narrows competition and will favour the suppliers who did register. It will further compromise the municipality's service delivery goals if the goods and services needed by the local community, cannot be obtained, because there are no suppliers available on the database to source from.

This will irrespectively apply to all types of goods and services; catering, transport, training, construction, consultancy and legal services, ect.

**The following instruction has now been issued by National Treasury:** With effect from 1 July 2016, municipalities **must** use the CSD supplier number starting with (MAAA). This number is automatically generated by the Central Database System after successful registration and validation of a prospective service provider. This number is now a mandatory requirement, as referred to in regulation 14(1)(b) of the Municipal Supply Chain Management Regulations, as part of the listing criteria for accrediting a prospective service provider.

#### **The process - Paperless**

The CSD will automatically validate the following registration documents (after registration);

- Confirmation and status of Business Registration Documents (CPIC)
- Proof of Bank Account Registration
- Tax compliance status (TAX Clearance)

Identify employees in the service of state as defined in the regulations with information available in the PERSAL system at this time, namely National and Provincial officials

- Identity Documentation
- Tender defaulters and restrictions status

The following aspects are work-in-progress and further information will be provided once systems have been upgraded. Municipalities are required to continue with the current and existing process on;

- BBBEE Status
- CIDB
- Municipal Account status

It remains the responsibility of the municipality to continue with verification of other requirements which are not currently validated by the Central Supplier Database such as vehicle registration for transport services and acceptability certificates for catering suppliers.

**Prospective suppliers should self – register  
on the CSD website at [www.csd.gov.za](http://www.csd.gov.za)**

**Registration on the CSD will be compulsory  
in order to conduct business with the WEST  
COAST DISTRICT MUNICIPALITY**



**Direct enquiries/information to the Central Supplier Database (CSD)**

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