

New supplier registration

Suppliers who wish to do business with the City of uMhlatuze need to follow this process:

1. Register as a supplier (manual process – see below)
2. Register at Central Supplier Database (national government online process)

Please note: Applicants are only able to interact with the City as suppliers once the above registration processes have been approved. Refer to the application form for the list of required supporting documentation.

How to register as a supplier

At present, all suppliers are required to submit their application forms and supporting documentation as hard copies. Please follow the steps below to register as a supplier on the City's supplier database:

Download and complete the **application form (DMS: 1072830)** including Annexure 1. Select a maximum of **two** commodities that best describe the product or service that you will offer as a supplier. Deliver the application documentation in person or by post or by courier to:

Supply Chain Management: Database Management

uMhlatuze Municipality,	or	Private Bag X1004
North Services Centre		Richards Bay
End of Betastraat		3900
Alton		
Richards Bay		
3900.		

National Supply Chain Management Reforms

With effect from 1 July 2016 no award will be made to suppliers that are not registered and verified on the Central Suppliers Database.



Central Supplier Database for Government Entities

Link: <https://secure.csd.gov.za/account/register>

For further supplier support and for additional information you can contact us via:

Email: ZunguBE@umhlatuze.gov.za

Tel: 035 907 5773/ 5976