

## CHECKLIST

**PLEASE USE THE CHECKLIST TO CONFIRM THAT ALL COMPULSARY DOCUMENTS HAVE BEEN ATTACHED TO YOUR QUOTATION.**

No.	Details	COMPULSARY DOCS REQUIERED	CHECKLIST
1.	Certified Copy of Company Registration Document		
2.	Rate & Tax Invoice for Company OR Certified Copy of Lease Agreement OR Affidavit Certified by the SAPS (Attached) <b>uMH Q6</b>		
3.	Rate & Tax Invoice for all the Directors of the Company OR Certified of Lease Agreement OR Affidavit Certified by the SAPS		
4.	Declaration on the State of Municipal Account (attached) <b>uMH Q1</b>		
5.	MBD 4: Declaration of Interest (attached) <b>uMH Q4</b>	√	
6.	MBD 9: Certified of Independent Bid Determination. (Attached) <b>uMH Q9</b>		
7.	<b>uMH Q3</b> : Contractual Obligations (IF APPLICABLE)		
8.	Certified Copy of BBBEE Certificate		
9.	Original Tax Clearance Certificate		
10.	Training Suppliers to be Accredited with SITA		
11.	LETTER OF ACCREDITATION		
12.	SHE Risk Management: Contractor SHE FILE (Attached) <b>uMH Q5</b>		
13.	Letter of Good Standing with Compensation Fund for (Principal Contractor and Sub-Contractor) / Tender Letter (Dept. of Labour)	√	
14.	All alterations have been signed.		
15.	Quotation is signed.		
16.	COPY OF CSD REGISTRATION	√	