



**BREEDE VALLEY**  
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**CAPE WINELANDS DISTRICT**  
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## **NOTICE TO ALL SERVICE PROVIDERS WHO NEED ASSISTANCE WITH THE REGISTRATION ON THE CENTRAL SUPPLIER DATABASE (CSD)**

The Breede Valley Municipality, in collaboration with the Cape Winelands District Municipality are inviting interested service providers who need assistance with registration on the Central Supplier Database (CSD), to attend an outreach programme which is scheduled for:

- Monday 28 October 2024 at the Worcester Town Hall (next to the post office)
- Starting time 10:00 am.

For speedy assistance with CSD registration, service providers must bring the following information ready on that day:

- A valid cell-phone number to receive a One Time Pin (OTP);
- A valid email account;
- Supplier identification information e.g. identification number or company registration number or trust number, etc.;
- Industry classification information;
- Supplier contact information e.g. preferred contact name, email address, cell-phone number, telephone number etc. (**Note:** Please ensure that you provide all relevant numbers where available i.e. telephone number (landline), cell-phone number, fax number, toll free number, website address. This is to enable Organ of State practitioners to reach you when intending to contact you for procurement purposes);
- Supplier address information e.g. country, province, municipality, city, suburb, ward and postal code;
- Bank account information if relevant to ensure future payments. (**Note:** It is critical to refer to the banking [FAQ](#) on the OCPO website prior to capturing your bank information. Verification against the banks may take up to four (4) days, so please complete this information in advance to prevent payment delays);
- Supplier tax information if relevant;
- Directors/Members information, e.g. name and identification number of directors, members etc.;
- Commodities the supplier can provide. (**Note:** Commodities need to be captured accurately as they are used by Organ of State practitioners to search goods and services required by them. The delivery locations of commodities must be accurate to prevent you from not responding to request for quotations sent from practitioners in areas where you do not supply commodities); and
- Accreditations the supplier is associated with e.g. CIBD, SETA, SANAS etc. if relevant.

**If the supplier doesn't have the information required, no assistance can be offered.**

Any enquiries relating to this invitation must be addressed to Katiso Moteetee at 023 348 2952 or alternatively: [kmoteetee@bvm.gov.za](mailto:kmoteetee@bvm.gov.za)



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