

## UPDATE BOLAND COLLEGE SUPPLIER DATABASE

### COMPANY/BUSINESS DETAIL

Full Name of Business	
Registration Number or Identification number of business	
Tax Reference Number	
Vat Number	
Core Business	
Composition of Business	
Specific expertise vested in Company	

### Contact Details (Financial Enquiries)

Postal Address		Physical Address	
Postal Code		Postal Code	
Email address			
Telephone Number (Land line)			
Fax Number			
Cell Number			

### Please attach the following documents:

Documents	On File	Please submit
Certified copy of Company/Business Registration Documents		
Certified copy of Company/Business Directors/Owners ID		
<b>Original valid</b> Tax Clearance Certificate		
Certified copy of <b>valid</b> BBBEE Certificate with Score Card		
Latest Municipal Account (not older than 3 months)		

### Please complete the attached forms:

- ❖ Confirmation of banking details: Supplier. Only forms with the official bank stamp will be acceptable
- ❖ Declaration of interest

### We (the supplier) hereby undertake

- ❖ Not to deliver goods or services to any department, division or individual of Boland College without receipt of an official order number issued by the Supply Chain Officials of Boland College.
- ❖ To always add the order number, as issued, as well as the VAT number on the invoice furnished for the appropriate order.
- ❖ To supply the College of statements on a monthly basis.
- ❖ Inform Boland College immediately of any changes to the verified information submitted

**By signing the supplier information form you agree that all of the above information is correct.**

Signature	Name & Designation	Date