



**INVITATION TO SERVICE PROVIDERS TO REGISTER ON THE
POLOKWANE MUNICIPALITY ONLINE DATABASE OF SUPPLIERS FOR
2026/2027**

Notice is hereby given in terms SCM regulation 14(1)(a)(i) of MFMA as amended on the 14 December 2023 which instructs the accounting officer to keep a list of accredited prospective providers of goods and services that must be used for the procurement requirement of the municipality through formal written price quotation. Polokwane Municipality (Supply Chain Management-SCM) hereby invites service providers to be registered and included on the panel for provision of goods and services for 2026/2027 financial year and beyond and/ until new advert is posted. This invitation is open to all the old and new service providers.

Service providers are allowed to register only four (4) categories of services at a time. Services will be highlighted in the online database registration form. Please note that Polokwane Municipality will not conduct business with service providers who are not registered on the municipal suppliers online database and on the Central Supplier Database (CSD).

It is therefore the responsibility of each service provider to ensure that they complete the **online** registration form fully. Failure to complete all mandatory fields will result in non-submission. No extensions will be granted.

NB: No Service or Goods may be rendered or supplied until an Official Order has been Issued.

Prescribed online registration forms will be available on the municipal website. The registration form should be completed from the Polokwane Municipality's website: www.polokwane.gov.za under **Polokwane online tab then Supplier Database form** and note that the application is online not manual.

The online database registration link will be open from Tuesday, **15 September 2026**. The closing date for submission of online database registration forms is Wednesday, **14 September 2026 at 23h59**.

Enquiries in relation to compliance requirements of the database registration should be directed to the **Supply Chain Management (SCM)** ScmEnquiries@polokwane.gov.za.

ALL SUPPLIERS THAT DID NOT REGISTER IN THE PREVIOUS OPENING ARE ADVISED TO REGISTER.

**Kind Regards
MS. THUSO NEMUGUMONI
CITY MANAGER
POLOKWANE MUNICIPALITY**