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Better District, Better Life and Growth for all.

www.anda.org.za



Alfred Nzo Development Agency SOC Ltd
Reg nr: 2008/009093/30

REGISTRATION ON DATABASE

Alfred Nzo Development Agency (ANDA) is a municipal entity of the Alfred Nzo District Municipality established in terms s84 of the Municipal Finance Management Act (MFMA) 56 of 2003. The Agency (ANDA) is mandated to carry out the promotion and implementation of local economic development initiatives and investment and trade promotion on behalf of the District Municipality. The Agency is situated in Mt. Ayliff in the Eastern Cape Province

INVITATION TO BOTH CURRENT AND PROSPECTIVE SERVICE PROVIDERS TO REGISTER OR UPDATE THEIR INFORMATION ON THE SUPPLIER DATABASE FOR 2015/2016.

Prospective service providers are requested to register on ANDA database by completing the database registration form. Current service providers are requested to update their records with SCM Unit by submitting the following documents: Recent valid tax clearance certificates, original certified copies of Identity Document (ID) of shareholders, BBBEE certificate, original company cancelled cheque / original bank statement, valid company registration certificates, company profile with at least three contactable reference list per type of service rendered, original or certified copy of proof of residence i.e. water and lights statements and proof of registration with professional bidders where applicable

Database registration forms are free of charge at the Supply Chain Management Unit on 0394920011 or can be retrieved from the website of the District Municipality www.andm.co.za or www.anda.org.za. ANDA requires suppliers to register on the database for these services, but not limited to the following:-

GENERAL SERVICES

Advertising (Recruitment and Tenders)
Removal Services
Cleaning services
Furniture/ Office removal
Catering and refreshments
Locksmith services
Conferences /Events management
Accommodation/car hire /air travels
Maintenance and Repairs Services
Construction Services
Posting and courier **services**
Printing and stationery
Space planning

CONSUMABLES

Corporate Gifts
Protective clothing /uniforms
Cleaning supplies
Books and magazines

INFORMATION COMMUNICATION TECHNOLOGY

Computer consumables
IT Services
Computer hardware/cartridges
Computer software
Internet service provider
Computer training
Network /software design
Telephone equipment

Registration will be opened throughout the year.

PROFESSIONAL SERVICES

Coaching and Leadership Training
Translation /language editing
University/Technical colleges
Workshop facilitation
Consultants
Accounting services
Audit services
Legal services

HUMAN RESOURCES

Competency assessment
Job Evaluation and Job descriptions
Labour Relations Law
Personnel Recruitment
Trainings and Development

SUPPLY CHAIN MANAGEMENT

Asset management
Contract Law
Vendor Management

Note: All service providers are required to submit valid tax clearance and valid company registration certificate on annual basis as they are renewed annually. Once the company tax clearance and company registration certificate is not renewed, the company will be automatically removed or deregistered in the database. ANDA reserves the right to remove or blacklist any supplier in the database register and the right for the supplier to be listed in the database.

For further enquiries please contact Supply Chain Management Unit on 0394920011 or email scm@anda.org.za or Mr. O Mdudi on 0394920011 email: mdudio@anda.org.za

Application documents must be sent/Hand delivered to:
Alfred Nzo Development Agency
Erf 1400 Ntsizwa Street, Umzimvubu Goats Complex
Private Bag X 511
Mount Ayliff, 4735

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MR M.T.DIKO
CHIEF EXECUTIVE OFFICER