

LL2023/007

18/04/2023

**CALL OUT FOR NEW SUPPLIERS TO UPDATE NEW LOVELIFE TRUST DATABASE**



Dear Supplier,

This registration form is designed to assess your capability as a possible supplier to the New loveLife Trust.

The registration form must be completed in FULL with no omitted/left out information. The form can complete in two ways:

- Typed
- Hand written (If hand written, it must be clearly eligible/readable. If not, the form will not be considered)

The following supporting documentation MUST be submitted with the completed registration form, if the supporting documents are not submitted, your application will not be considered. Certified copies will be acceptable. Documents must be arranged and marked as follows:

- **Annexure 1:** Company Profile
- **Annexure 2:** Company Registration Documents (CK documents etc)
- **Annexure 3:** Certified Copy of Identity Documents of directors/members/shareholders/partners
- **Annexure 4:** Valid Tax Clearance Certificate from SARS
- **Annexure 5:** Any other registration/accreditation/membership certificate pertaining to your industry (e.g. CIDB, electrical certification, roadworthiness for transport etc)
- **Annexure 6:** Valid (not expired) BBBEE certificate/sworn affidavit
- **Annexure 7:** Bank confirmation letter of your company's banking details (not older than 1 year) or a cancelled cheque

**The fully completed registration form with the supporting documents must be submitted in a sealed envelope clearly marked: Supplier Database Registration Forms and reference LL2023/007 and can be accessed on our website at [www.lovelife.org.za](http://www.lovelife.org.za)**

- **Submission address: The New loveLife Trust, 48 Wierda Road West, Wierda Valley, Sandton**
- **Please ensure that you complete a register to confirm your submission. The closing date is 18<sup>th</sup> May 2023 @ 12h00**

All information submitted will be treated as confidential between New loveLife Trust and the Supplier.

Yours Sincerely

Supply Chain Unit