



**MANDELA MINING PRECINCT**  
MINDS FOR MINES

# CHEAT SHEET

## PRE-APPLICATION

QUESTIONS	RESPONSE	LINK
Does your company have a registered name?	Link to register a company name:	<a href="https://eservices.cipc.co.za/">https://eservices.cipc.co.za/</a>
Do you have a company trading name?	Link to register a trading name:	<a href="https://eservices.cipc.co.za/">https://eservices.cipc.co.za/</a>
Do you have a primary contact person for the company?	Please ensure that a primary contact person is identified and their name communicated so that the mine may correspond with that individual.	
Do you have a primary contact email address for the company?	Please ensure that you create a primary contact email address.	
Is your company registered with the Companies and Intellectual Properties Commission (CIPC)?	Link to register with the Companies and Intellectual Properties Commission (CIPC):	<a href="https://eservices.cipc.co.za/">https://eservices.cipc.co.za/</a>
Do you have a company registration number?	Link to obtain a company registration number:	<a href="https://eservices.cipc.co.za/">https://eservices.cipc.co.za/</a>
Is your company registered on the Central Supplier Database (CSD)?	Link to register on the Central Supplier Database (CSD):	<a href="https://secure.csd.gov.za/">https://secure.csd.gov.za/</a>
Is your company registered with the Workmans Compensation Fund?	Link providing instructions on how register with the Workman's Compensation Fund:	<a href="https://www.labour.gov.za/coid/how-to-register-with-the-compensation-fund">https://www.labour.gov.za/coid/how-to-register-with-the-compensation-fund</a>
What type of company do you operate?	Link to provide assistance in identifying company type:	<a href="https://www.entrepreneur.com/article/335080">https://www.entrepreneur.com/article/335080</a>
Do you have a company tax number?	Link for help obtaining a tax number:	<a href="https://www.sars.gov.za/businesses-and-employers/small-businesses-taxpayers/starting-a-business-and-tax/registering/">https://www.sars.gov.za/businesses-and-employers/small-businesses-taxpayers/starting-a-business-and-tax/registering/</a>

Do you have a VAT registration number?	Link to register as a VAT vendor:	<a href="https://www.sars.gov.za/businesses-and-employers/my-business-and-tax/register-for-vat/">https://www.sars.gov.za/businesses-and-employers/my-business-and-tax/register-for-vat/</a>
Do you have a bank account for your business?	Please register with bank of your preference and open a Personal or Business account with the bank.	
Do you know how long a vendor application typically takes to complete?	A vendor application can take between 6-8 hours to complete depending on whether all your documentation is in place	
Are you aware of the closing date for the procurement opportunity that you are applying for?	Please navigate back to the vendor portal for this date. Alternatively contact the email address or telephone number attached to the opportunity.	
Do you understand the tender requirements?	Please navigate to the original tender notification and reevaluate. Alternatively contact the email address or telephone number listed on the tender document or call for proposals.	<a href="https://www.sa-tenders.co.za/content/hints-tips-and-news/which-documents-do-i-need-tender">https://www.sa-tenders.co.za/content/hints-tips-and-news/which-documents-do-i-need-tender</a>
Do you know how to interpret an RFP?	How to interpret a Request for Proposal (RFP):	<a href="https://www.utleystrategies.com/blog/how-read-RFP">https://www.utleystrategies.com/blog/how-read-RFP</a>
Are you aware of health and safety requirements you need to comply with as an employer?	Link to Health and Safety requirements for an employer and NOSA website:	<a href="https://www.labourguide.co.za/health-and-safety/848-health-and-safety-downloads">https://www.labourguide.co.za/health-and-safety/848-health-and-safety-downloads</a> and NOSA website <a href="https://nosa.co.za/">https://nosa.co.za/</a>