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THE FOLLOWING DOCUMENTS MUST BE ATTACHED TO THE TENDER SUBMISSION

5.1	for Close Corporations
5.1.1	a <u>certified</u> copy of the Founding Statement and division of shares.
5.1.2	a <u>certified</u> copy of the resolution of the members to tender.
5.1.3	a <u>certified</u> copy of the authority to sign on behalf of the CC.
5.2	for (Pty) Ltd
5.2.1	a <u>certified</u> copy of the Certificate of Incorporation and the division of shares.
5.2.2	a <u>certified</u> copy of the resolution of the Board of Directors to tender.
5.2.3	a <u>certified</u> copy of the authority to sign on behalf of the company.
5.3	for Ltd
5.3.1	a <u>certified</u> copy of the Certificate of Incorporation.
5.3.2	a <u>certified</u> copy of the resolution of the Board of Directors to tender.
5.3.3	a <u>certified</u> copy of the authority to sign on behalf of the company.
5.4	for sole proprietors
5.4.1	a statement signed by the tenderer to the effect that he/she is a <u>sole proprietor</u> . If a business name is used then the statement shall state this fact e.g. "Mr J. Blogg" trading as "The Building Manager".

5.5	for partnerships
5.5.1	a certified copy of the partnership agreement.
5.5.2	resolutions of the partners to tender and authority to sign on behalf of the partners to the partnership.
5.5.3	a statement that the liability is joint and several.
5.6	Joint Ventures
5.6.1	for joint ventures certified copies of documentation referred to in 5.5.1 to 5.5.3 above.
5.6.2	Documentation relative to the trading nature of <u>each</u> of the partners to the Joint Venture as set out under 5.1 to 5.4.

6. In all cases copies of Income Tax and Vat Registration Certificates shall be submitted with the tender as well as a tax clearance certificate from the South African Revenue Service.
7. Tax and Municipal Clearance Certificates.