



health

Department:
Health
REPUBLIC OF SOUTH AFRICA

CENTRAL SUPPLIER DATABASE FOR GOVERNMENT

From 1 September 2015 prospective suppliers will be able to self-register on the central supplier database (CSD) website www.csd.gov.za. Suppliers can capture and update their information on the CSD at any time in preparation for the utilisation of supplier data through procurement and financial systems used by all organs of state from 1 April 2016. The period from 1 September 2015 to 31 March 2016 will be referred to as the interim period.

Once information has been verified with external data sources, a unique supplier number and security code will be allocated and communicated to the supplier. Suppliers will be required to keep their data updated regularly and should confirm at least once year that their data is still current and updated.

Suppliers will be required to select their industry classification as well as the commodities they supply per location. Automated distribution of supplier information to organs of state will be done based on supplier type, supplier location, Broad-Based Black Economic Empowerment (BBBEE) and commodities.

REQUIREMENTS FROM SUPPLIERS

All suppliers will be required to complete the necessary information on the website and must ensure that it is complete, accurate and comprehensive. The following information will be required:

- supplier identification information e.g. supplier type, identification number, supplier name, trading name and country of origin
- supplier contact information e.g. preferred contact name, preferred communication method, e-mail address, cell phone number, telephone number etc.)
- supplier address information e.g. country, province, municipality, city, suburb, ward and postal code
- bank account information
- supplier tax information e.g. valid tax number
- ownership information e.g. name and identification number of directors and members
- association to any other suppliers e.g. branch, consortium member, etc.
- commodities the supplier can supply per location

Note: A valid e-mail address, identity number, cell phone number and bank account details are mandatory in order to register on the CSD. Apart from the above, it is foreseen that BBBEE information will be included in the CSD.

AUTOMATED VERIFICATIONS

On 1 September 2015 the following online verification will be enabled:

- the South African Revenue Services (SARS) will enable tax clearance verification of suppliers. Re-verification of tax clearance status will be done automatically when organs of state access a supplier's information via CSD
- the Companies and Intellectual Property Commission (CIPC) for automated verification of business registration and business ownership
- check digit verification will enable bank account verification
- verification of supplier information with the register for tender defaulters and database of restricted suppliers

On 1 April 2016, four additional online verifications will be enabled to automatically verify:

- bank account holder information
- ID numbers of individuals
- government employees
- BBBEE information (if source data for verification purposes is available)

On 1 April 2016, changes to the following verified data will be automatically updated on a daily basis and access to updated data will be available to organs of state:

- tax clearance status
- business registration and business ownership

THE INTERIM PERIOD

Apart from registering and capturing supplier information on the CSD, suppliers currently on any database of organs of state need to maintain their records through the existing supplier systems for the period 1 September 2015 to 31 March 2016.

During the interim period suppliers that register on the CSD must provide their CSD supplier number and unique security code as well as any other relevant documentation (not yet electronically verified by the CSD) to the organs of state that they want to do business with.

Organs of state will use the CSD supplier number and unique security code to view/print the verified supplier information from the CSD in order to maintain their current supplier databases.

BENEFITS OF THE CSD

Supplier self-registration: Places the onus back on the supplier to ensure their data is up-to-date, complete and accurate.

Once-off supplier registration: Suppliers will only be required to register once when they want to do business with the state.

Standardised and electronic verification of supplier information: Leads to reduced fraud with paper copies and manual processes:

- tax clearance status
- business registration and business ownership
- bank account and bank account holder
- citizen identity number
- government employee verification
- register for tender defaulters and database of restricted suppliers
- BBBEE (in future)
- reduction in duplicate effort and costs reduction for both business and government
- significant reduction of the administrative burden for business, especially small and medium-sized enterprises
- significant reduction of the administrative burden for supply chain management practitioners, including compliance audit effort and cost across the state
- single source of supplier information across all spheres of government
- reduction of audit queries on suppliers compliance information

- same information available to all organs of state
- controlled access to information

CONTACT

For further information on the process contact National Treasury:

csd@treasury.gov.za

(012) 315 5509