

TFG

SOUTH AFRICAN NEW VENDOR QUESTIONNAIRE

(to be submitted with the TFG vendor take-on forms)

SECTION A

BROAD-BASED BLACK ECONOMIC EMPOWERMENT (BBBEE)

All questions must be answered

SECTION A.1

As part of the take-on process of a new vendor to TFG, you are required to complete section A and to commit to or provide certain information regarding your **BBBEE** status. TFG requires this information in order to update its vendors' database in terms of **BBBEE** and to comply with our accredited verification agency's requirements.

Name and address of the vendor:

I, *(print full name)* _____ in my capacity as Managing Director

of the above vender hereby confirm that all the information provided by me in this questionnaire is true and correct and *where I do not have a **BBBEE** certificate (refer below) I commit to having my company rated by an accredited verification agency / IRBA registered auditor within 6 months of signing this document, otherwise I run the risk of being delisted as a TFG vendor.

Date: _____ Signature: _____

SECTION A.2

1. What products and / or services will you be supplying and / or rendering to TFG?

2. If the annual turnover of your Entity (excluding VAT) is less than R10 million:

It is a mandatory requirement for you to submit a sworn affidavit (refer attached). Unless this sworn affidavit is received by TFG, your TFG vendor account will not be opened.

In this instance a sworn affidavit is the only **BBBEE** information required by TFG.

3. If the annual turnover of your entity (excluding VAT) is between R10 million and R50 million and at least 51% black owned:

It is a mandatory requirement for you to submit a sworn affidavit (refer attached). Unless this sworn affidavit is received by TFG, your TFG vendor account will not be opened.

In this instance a sworn affidavit is the only **BBBEE** information required by TFG.

4. If the annual turnover of your Entity (excluding VAT) is between R10 million and R50 million or more than R50 million:

a) Has your Entity been rated for its **BBBEE** level contribution by either an accredited verification agency or by an IRBA registered auditor?

Yes No* *(please circle the applicable answer)*

If Yes, it is a mandatory requirement to attach to this completed questionnaire either your accredited verification agency's valid **BBBEE** certificate or your IRBA registered auditor's valid **BBBEE** certificate. Unless this valid **BBBEE** certificate is received by TFG, your TFG vendor account will not be opened.

b) *If No (please refer your commitment as per section A .1 above), state when you plan to undertake either an accredited verification agency or IRBA registered auditor's rating to establish your Entity's BBBEE score.

c) *General information required if your response to point 4(a) above is No:

(please circle the correct answer)

- 1) Is your Entity more than 51% black-owned?
- 2) Is your Entity more than 30% black women-owned?
- 3) Is your Entity a Start-up enterprise?

Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

Definitions:

“**Accredited verification agency**” is an independent Enterprise, which undertakes an audit of an Enterprise in line with the BBBEE Codes in order to establish and verify the BBBEE level contribution status of the Enterprise. The verification agency has also been accredited by SANAS.

“**affidavit**” means a written statement sworn on oath to be true and correct and signed before a commissioner of oaths.

“**Black people**” is a generic term which means African, Coloureds and Indians who (a) are citizens of South Africa by birth or decent; or (b) became citizens of South Africa by naturalisation before 27 April 1994 or, on or after 27 April 1994 and who would have been entitled to acquire citizenship by naturalisation prior to that date.

“**51% Black-owned**” means an Entity in which (a) Black people hold at least 51% of the exercisable voting rights as determined under Code series 100; (b) Black people hold at least 51% of the economic interest as determined under Code series 100; and (c) has earned all the points for net value under statement 100.

“**51% Black women-owned**” means an Entity in which (a) Black women hold more at least 51% of the exercisable voting rights as determined under Code series 100; (b) Black women hold more than 51% of the economic interest as determined under Code series 100; and (c) has earned all the points for net value under statement 100.

“**Entity**” means a legal entity or a natural or juristic person conducting a business, trade or profession in South Africa.

“**Exempted micro enterprise**” means an Entity with an annual turnover of R10 million (excluding VAT) or less.

“**IRBA registered auditor**” means an auditor that has been approved by the Independent Regulatory Board of Auditors to undertake an audit of an Enterprise (whose annual turnover is greater than R10 million excluding VAT) in line with the BBBEE Codes in order to establish and verify the BBBEE level contribution status of the Enterprise.

“**Qualifying small enterprise**” means an Entity that qualifies for measurement under the QSE scorecard with an annual turnover of between R10 million and R50 million (excluding VAT).

“**Start-up enterprise**” means a recently formed or incorporated Entity that has been in operation for less than 1 year. A Start-up enterprise does not include any newly constituted enterprise which is merely a continuation of a pre-existing enterprise.

.....
For more information on BBBEE, the following websites may be useful:

- www.dti.gov.za (BBBEE Codes of Good Practice)
- www.sanas.co.za (SA National Accreditation System)
- www.irba.co.za (Independent Regulatory Board of Auditors)