



**VAAL UNIVERSITY  
OF TECHNOLOGY**

*Inspiring thought. Shaping talent.*

**SUPPLY CHAIN MANAGEMENT DEPARTMENT**

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**IN RE: UPDATE OF SUPPLIER RECORDS**

Dear Valuable Supplier

You are hereby requested to complete the attached **Application Form**, as well as the **Consent Form** in terms Protection of Personal Information Act.

The suppliers which completed the Application Form during the **year 2022**, are not required to complete a new form, however, they are required to update their records by providing the following documents:

1. **Completed Consent Form;**
2. **Letter of Good standing (COIDA) certificate;**
3. **Tax compliance status pin for good standing;**
4. **BBBEE Certificate;**
5. **Company Resolution;**
6. **The relevant certificate for professional body registration based on the chosen commodity; and**
7. **Central Supplier Database (CSD) report not older than 3 months if applicable.**

The required updates must be forwarded to the following email address:

[database@vut.ac.za](mailto:database@vut.ac.za).

**NO NEW APPLICATIONS WILL BE ALLOWED.**

We trust you find the above in order.

**Kind Regards**

**Supply Chain Management Department**