Invitation to Register and Update on the Film and Publication Board's Supplier Database

Service providers and businesses are hereby invited to register on FPB's supplier database for the following business categories:

Category A	Communications, Public Relations, Marketing
Category B	Events Management, Catering, Food Management Services, Cleaning Services and Cleaning Materials
Category C	Printing, Stationery and Corporate Gifts, Promotional Gifts
Category D	Management Consulting: HR Training and Development, Industrial Relations, Labour Relations, Organisational Development, Recruitment, Employee Wellness
Category E	Legal Services: Litigation and Constitutional Litigation
Category F	Legal Services: Labour Matters
Category G	Legal Services: Child Rights
Category H	Legal Services: Content Regulation including New Media Platforms
Category I	Transport and Courier Services
Category J	Entertainment (Musicians, Comedians, Industrial Theater, etc)
Category K	Research and Training: Child Protection-related Matters, Market Research, Editing
Category L	Financial Services: Financial Management, Internal Audit, Asset Management

All interested service providers are requested to complete FPB Supplier Database forms, obtainable from our website (www.fpb.gov.za) and the FPB Supply Chain Office. A completed supplier database form should be accompanied by a company profile, company registration certificate, valid original Tax Clearance Certificate, certified copies of directors' IDs, institutional body affiliation/s, confirmation of banking details from a recognised banking institution or a cancelled cheque. Service providers are restricted to register one business category, while general trading categories are discouraged. Registration on the FPB supplier database does not guarantee that the service provider will be utilised.

NB: All existing service providers must reapply.

All applications will be vetted and screened in terms of the FPB Supply Chain Management Policy and National Treasury Regulations. All service providers will be notified in writing regarding their applications.

All completed forms, together with required supporting documents, should be sealed in an envelope clearly marked "Supplier Database Forms" and deposited in the tender box at reception by no later than 12:00 on Friday, 9 December 2011.

Late or telegraphic applications and applications not deposited in the relevant tender box will not be considered.

Enquiries can be directed to the Supply Chain Management Department at (011) 483-0971 or procurementenquiry@fpb.gov.za

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Film and Publication Board

Human Communications 82375