

# GETTING A SUPPLIER NUMBER ON THE CSD WEBSITE

national treasury  
Department: National Treasury  
REPUBLIC OF SOUTH AFRICA

CENTRAL SUPPLIER DATABASE FOR GOVERNMENT

Home Search Supplier Details Links Reports Contact Help Account

**Add supplier**

Identification Industry classification Contacts Address Bank Tax Directors/Members/Owners Associations

Commodities Users Notifications Accreditations B-BBEE Overview

Supplier type: <select supplier type>  
Supplier sub-type: <select supplier type>  
Total Annual Turnover: Foreign Company, Individual, Inter-vivos Trust  
Financial Year Start Date: Non Profit Organisation (Department of Social Dev), Unincorporated Body of Persons  
Allow associates?:

Back Save Next

After you register an account (and have done the email & cell phone verification), login on the CSD website. Once you login, go to the SUPPLIER DETAILS tab. Then press ADD SUPPLIER. Once you press this, multiple tabs will appear.

For the first IDENTIFICATION tab, if you are a NPO, select 'Non Profit Organisation (Department of Social Dev) and complete the rest of the information under this tab

Supplier type: Non Profit Organisation (Depart...  
Supplier sub-type: Non Profit Organisation (Depart...  
Non profit organisation number: 60807260  
Legal name: KOPANO CHILDREN WELFARI  
Trading name: KOPANO CHILDREN WELFARI  
Country of origin: South Africa  
Total Annual Turnover: R10 million or less; or  
Financial Year Start Date: 2001/03/01

Make sure to enter your NPO number as one number (With NO spaces)



Click here to get more info on this section

Search: [ ]

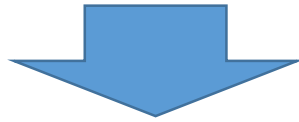
Industry classification	% share of annual turnover	Edit	Reset
Accommodation and food service activities			
Activities of households as employers, undifferentiated goods- and services producing activities of households for own use			
Administrative and support activities			
Agriculture, forestry and fishing			
Arts, entertainment and recreation			
Construction			
Education			
Electricity, gas, steam and air conditioning supply			
Financial and insurance activities			
Human health and social work activities			

Reset All Save Cancel

For the INDUSTRY CLASSIFICATION tab, search/select **Education** and for the '%share of annual turnover', can selected 100. This means that the ECD service that you are making an application for generates 100% of its money from providing Education



Then complete the CONTACTS, ADDRESS and BANK tabs. Make sure that the ID number that you gave on the IDENTIFICATION tab is associated with the BANK account details that is entered on the BANK tab.



Identification Industry classification Contacts Address Bank **Tax** Directors/Members/Owners Associations

Commodities Users Notifications Accreditations B-BBEE Overview

**Subset Status** Active

**Are you registered for tax with SARS?** ✘

**Tax compliant** ✘ Not registered for tax with SARS.

**Last verification date** 2021-02-07 1:01:00 PM

+ Edit Tax Details

Back Next

For the TAX tab, if you are registered with SARS then enter your information

If you are not, then DON'T select the Are you registered for tax with SARs, press save and move on with your application. If you are not registered with SARS, then a message will appear to say that you need to *contact SARS to obtain a valid tax clearance certificate before award* – you can ignore the message and move on with your application



Identification Industry classification Contacts Address Bank Tax **Directors/Members/Owners**

Associations Commodities Users Notifications Accreditations B-BBEE Overview

Click here to get more info on this section

You are not registered at CIPC, please complete the following information.

• This South African Identification Number has been verified

**Identification type** South African Identification Nu...

**South African identification number** 890580007095

**Country of origin** South Africa

**Name (s)** SUMAYA

**Surname** HENDRICKS

**Type** Owner

**Status** Active

**Appointment date** 2021/02/07

**Email address** sumaya001@gmail.com

**Cellphone number** 7761336205

**Is this person an Owner?**

**Ownership %** 100.00

**South African Physical living area of Owner** Type the location of the owner

**Ethnic group** Coloured

**Gender**  Female  Male

**Military Veterans**

**People with disabilities**

**Youth**

Save Cancel

For the DIRECTORS/MEMBERS/OWNERS Tab, can enter the information of the ECD operator



The ASSOCIATIONS tab does not need to be completed



Name: ECD

Description:

Find Commodities

Segment: Education and Training Services

Family: Educational Institutions

Name	Code
Elementary and secondary schools	86121500
<input checked="" type="checkbox"/> Pre school educational services	86121501
<input type="checkbox"/> Religious elementary or secondary schools	86121502
<input type="checkbox"/> Private elementary or secondary schools	86121503
<input type="checkbox"/> Public elementary or secondary schools	86121504
<input type="checkbox"/> Junior colleges	86121600
<input type="checkbox"/> University and colleges	86121700
<input type="checkbox"/> Professional schools	86121800

Save Cancel Select All Clear

**For the COMMODITIES tab:**

- For SEGMENT: Select 'Education and Training Services'
- For FAMILY, select 'Educational institutions' and then 'Elementary and secondary schools' & then select 'Pre school educational services' and save



Identification Industry classification Contacts Address Bank Tax Directors/Members/Owners

Associations ComMODITIES Users Notifications Accreditations **B-BBEE** Overview

Click here to get more info on this section

Which of the following certificates do you have?

B-BBEE certificate from SANAS accredited agency?

Sworn Affidavit from Commissioner of Oath?

None

Save

Back Next

Move on to the B-BBEE tab. If you are not registered, then select NONE and save and move on with your application



Identification Industry classification Contacts Address Bank Tax Directors/Members/Owners Associations

ComMODITIES Users Notifications Accreditations **B-BBEE** Overview

	Completion Status	Verification Status	Key Information
Supplier Identification	✓	-	-
Supplier Industry Classification	✓	-	-
Contacts	✓	-	-
Address	✓	-	-
Bank Accounts	✓	-	Valid bank account
Tax	⊕	✓	Not registered for tax with SARS.
Directors/Members	✓	-	-
Associations	-	-	-
ComMODITIES	✓	-	-
Users	✓	-	-
Accreditations	-	-	-
B-BBEE	✓	-	No B-BBEE details provided

Legend

- ✓ - Completed
- ⊕ - Outstanding
- ⊕ - In Progress
- ✓ - Successful
- ⊕ - Retry
- ⊕ - Failed

Then move to the OVERVIEW tab. You can press SUBMIT

This will then generate a supplier number that will start with **M**