

TFG

NEW SUPPLIER

**BROAD – BASED BLACK ECONOMIC EMPOWERMENT (BBBEE)
QUESTIONNAIRE**

As part of the take-on process of a new supplier to TFG, you are required to complete this **BBBEE** questionnaire in **FULL** and to commit to / supply certain information relating to your **BBBEE** status. TFG requires this detail so that it can update its service providers' database in terms of **BBBEE** and to comply with our accredited BBBEE verification agency's requirements.

NAME AND ADDRESS OF THE SERVICE PROVIDER

I, *(Print Name)* _____, in my capacity as Managing Director /

Member of the above Service Provider hereby confirm that all the information provided by me on this questionnaire is true and correct.

Date: _____

Signature: _____

1. **Please detail the products and / or services that you will be supplying and / or rendering to TFG**

(Please circle the applicable Yes / No column below)

2. **Annual turnover of your Enterprise (excluding VAT)**

- | | | | |
|----|--|------------|-----------|
| a) | Is your annual turnover less than R5 million ? | Yes | No |
| b) | Is your annual turnover between R5 million and R35 million ? | Yes | No |
| c) | Is your annual turnover greater than R35 million ? | Yes | No |

3. **Ownership of your Enterprise**

- | | | | |
|----|--|------------|-----------|
| a) | Is your enterprise more than 50% black-owned ? | Yes | No |
| b) | Is your enterprise more than 30% black women-owned ? | Yes | No |

4. **"Value-adding" enterprise**

- | | | | |
|----|--|------------|-----------|
| a) | Is your enterprise a "value-adding" supplier ? | Yes | No |
|----|--|------------|-----------|
- Calculation:** Net profit before tax + total labour cost, exceeds 25% of the value of its total revenue (excluding VAT).

If yes, please attach to this completed questionnaire an auditor's certificate confirming that this statement is correct **(THIS IS A MANDATORY REQUIREMENT)**

5. **"Start-up" enterprise**

- | | | | |
|----|--|------------|-----------|
| a) | Is your enterprise a "start-up" enterprise ? | Yes | No |
|----|--|------------|-----------|
- If yes, please attach to this completed questionnaire an auditor's certificate confirming that this statement is correct **(THIS IS A MANDATORY REQUIREMENT)**

6. **BBBEE Certification**

- | | |
|----|---|
| a) | If the annual turnover of your enterprise is less than R5 million, please attach to this completed questionnaire an auditor's certificate confirming that this statement is correct.
<u>(THIS IS A MANDATORY REQUIREMENT)</u> |
|----|---|

NAME OF THE SERVICE PROVIDER: _____

b) If your enterprise is more than 50% black-owned and / or 30% black women-owned, please attach to this completed questionnaire an auditor's certificate confirming that this statement is correct. **(THIS IS A MANDATORY REQUIREMENT)**

c) If the annual turnover of your enterprise is

EITHER between R5 million and R35 million
OR greater than R35 million

has your enterprise been rated for its **BBBEE** level contribution by either an accredited verification agency or by a registered auditor approved by the Independent Regulatory Board of Auditors? **Yes No**

If yes, please attach to this completed questionnaire either your accredited verification agency's certificate or your registered auditor's certificate.

(THIS IS A MANDATORY REQUIREMENT)

If no, please confirm when you plan to undertake either an accredited **BBBEE** verification agency or registered auditor's rating to establish your enterprise's **BBBEE** level contribution.

(A copy of either your accredited verification agency or registered auditor's BBBEE certificate is to be sent to us within 6 months of signing this questionnaire and is to be:

EITHER posted to: TFG BBBEE Co-ordinator, TFG, P O Box 6020, Parow East 7501;

OR faxed to (021) 938 7473 – Attention: TFG BBBEE Co-ordinator);

(THIS IS A MANDATORY REQUIREMENT)

Thank you for completing this questionnaire and for providing us with the relevant documentation.

Definitions for reference purposes:

Auditor's certificate means an auditor's certificate or similar certificate issued by an accounting officer or accredited verification agency.

"Black person" means an African, Chinese, Coloured and Indian person who was a South African citizen before 1994.

"50% Black-owned enterprise" means an Enterprise in which Black people hold more than 50% of the exercisable voting rights, 50% of the economic interest and has earned all the points for net value and ownership fulfilment.

"30% Black woman-owned enterprise" means an Enterprise in which Black women hold more than 30% of the exercisable voting rights, 30% of the economic interest and has earned all the points for net value and ownership fulfilment.

"Enterprise" means a natural or a juristic person conducting a business, trade or profession in RSA.

"Exempt micro enterprise" means an Enterprise with an annual turnover of less than R5 million excluding VAT.

"Qualifying small enterprise" means an Enterprise that qualifies under the QSE scorecard with an annual turnover of between R5 million and R35 million excluding VAT.

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

"Value-adding supplier" is an Enterprise registered as a vendor under the Value-Added Tax of 1991, whose net profit before tax summed with its total labour cost exceeds 25% of the value of its total revenue.

"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.

"Registered auditor" is an auditor approved by the Independent Regulatory Board of Auditors (IRBA) in accordance with the approval granted by the dti.

For further information regarding BBBEE, we refer you to the following websites:

www.dti.gov.za

(BBBEE Codes of Good Practice)

www.abva.co.za

(BBBEE Verification Agencies)

1st October 2011

Page 2/2

www.sanas.co.za

(SA National Accreditation System)

www.irba.co.za

(Independent Regulatory Board of Auditors)