

Compliance Checklist for documentation required for the Tender

This is a compliance checklist of the necessary documents required for approval to participate for the sea freight tender 2014.

1. One copy of the company's /subcontractor's permission to transport and a copy of the registration with Freight Forwarders Association. **Yes/No**

2. One signed copy of the company' registration with Registrar of Companies within South Africa and other official documentation pertaining to company registration. **Yes/No**

3. One hard copy of the transporting company's essential documents pertaining to hazardous cargo. **Yes/No**

4. Evidence of the transporting company and freight forwarder that they operate a business with permanent address and telephone number requirement within South Africa. **Yes/No**

5. List on 10 largest clients (by Volume) in the past 3 years, demonstrating prior experience with relevant past performance records. Information and five current references. Reference shall include volume of cargo processed by your firm for this client per year, client contact information (name, position, phone number, email address). **Yes/No**

6. Names of transporting companies assigned for freight assignments. **Yes/No**

7. Certificate of Insurance. **Yes/No**

8. A hardcopy brochure of organization with history of company and financial statements for past 3 year. **Yes/No**