

Key requirements to be considered before completing a Vendor Application Form

- Completion of ArcelorMittal's Application Form is required by all vendors seeking to conduct business with ArcelorMittal. A company profile or BBBEE certificate will not be accepted as a replacement for the completed Vendor Application Form.
- All new vendors must hold a valid BBBEE certificate or affidavit of at least level 4 rating
- Under the Amended Codes of Good Practice, a QSE with majority black owned shareholding and all EME's are required to produce a sworn affidavit as proof of their B-BBEE status
- Generic and QSE entities with less than 51% black owns shareholding have to submit a full verification certificate
- Principal Contractors must fulfill at least seventy percent of an order. Sub-contracting is only permitted for a maximum of thirty percent of the same order, and is subject to the approval of ArcelorMittal.
- Only fully completed Vendor Application Forms, signed by the authorized representative of the applicant, will be considered by ArcelorMittal.
- Full signature of the authorized representative of the applicant is required when alterations are made to the Vendor Application Form.
- All fields on the Vendor Application Form MUST be completed by applicant. Where applicable, appropriate squares must be marked with an 'X'. Where the space provided for a written answer is left blank on the form, it will be regarded as information that is still outstanding, and vendors will not be considered for registration.
- Businesses providing information that is found to be intentionally incorrect or fraudulent will be disqualified.
- Applicants who have been previously been declared insolvent and wish to do business with ArcelorMittal, must have been rehabilitated and must provide the necessary proof thereof.
- ArcelorMittal reserves the right to visit the relevant business premises, or to contact outside parties to verify information provided on this form.
- Fronting will result in a business being blacklisted by ArcelorMittal.
- Certified copies of the required documentation must accompany the fully completed *ArcelorMittal Vendor Application Form*. Applications will be rejected should any of the required supporting documentation (as listed below) not be attached to the *Vendor Application*

Registration certificate of:

- Private or Public Company (CM1 or CM6 Certificate of incorporation)
- Closed Corporation (CK1 or CK2 – Founding Statement for Closed Corporation or amendment thereof)
- Sole Proprietor (SA Identification documentation of owner / proprietor)
- Trust (Trust deed, appointment of trustees by the master of the High Court and signed letter from trustees stating the names of the beneficiaries)
- VAT Registration certificate
- TAX Clearance certificate
- Registration certificate at Compensation Commissioner (Letter of Good Standing)
- Cancelled cheque or letter from Financial Institution confirming bank details
- Valid BBBEE Certificate from a SANAS Accredited institution
- ISO 9001 - Quality accreditation or compliance certificate (If available)
- ISO 14001 - Environmental accreditation or compliance certificate (If available)
- OSHAS 18001 – Health and Safety accreditation or compliance certificate (If available)

Additional Certificates (where applicable)

- LME Certificates (Lifting Machinery Entity) and LMI (Lifting Machinery Inspectors) Certificates
 - Electrical compliance certificates
 - Welding standard compliance (ISO 3834)
 - Certificate for pressure vessel testing / repair
- The following ArcelorMittal supporting documentation needs to be completed and also attached to the ArcelorMittal Vendor Application Form:
 - Electronic payment transfer instruction
 - PAYE SARS questionnaire

- General conditions of purchase
 - Written agreement in accordance with the provision of Section 37.2 of the Occupational Health and Safety Act, Act No 85 of 1993
 - Code of responsible sourcing.
- All potential on-site and Contract Suppliers will be audited to confirm their legal and SHEQ compliance with ArcelorMittal requirements. The applicant needs to provide ArcelorMittal with its detailed company profile describing its core business and capabilities.
- All applicants need to have been successfully operational for at least the last twelve months, and their latest financial statements need to have been audited by an independent auditor.
- ArcelorMittal reserves the right to reject any application which, in its opinion, fails to comply with the registration requirements or criteria.
- Applicants accept that the submission of a fully compliant Vendor Application Pack does not guarantee registration on the database, or any business be awarded to the applicant by ArcelorMittal.
- Applicants agree that acceptance or receipt of their Vendor Application form by ArcelorMittal does NOT constitute any offer by ArcelorMittal to do business generally or specifically with the applicant.

Promotion of goods and services within ArcelorMittal business units

Well established suppliers of goods and services who are legally and SHEQ compliant with ArcelorMittal requirements may promote their products or services directly to the planners at the various ArcelorMittal's plants.