

**Authority to submit a tender / offer****Returnable  
schedule**

Indicate the status of the *tenderer* by ticking the appropriate box hereunder. The *tenderer* must complete the certificate set out below for the applicable category of organisation.

A COMPANY	B CLOSE CORPORATION	C PARTNERSHIP	D JOINT VENTURE	E SOLE PROPRIETOR

**A. Certificate for company**

I, \_\_\_\_\_, chairperson of the board of directors of \_\_\_\_\_, hereby confirm that by resolution of the board taken on \_\_\_\_\_ (date), Mr/Ms \_\_\_\_\_, acting in the capacity of \_\_\_\_\_, was authorised to sign all documents in connection with this tender / offer relating to Corp No: \_\_\_\_\_ for the supply of \_\_\_\_\_ and any contract resulting from it on behalf of the company.

Signed

Date

Name

Position

Chairman of the Board of Directors

**B. Certificate for close corporation**

I, \_\_\_\_\_, member of \_\_\_\_\_, hereby confirm that by majority vote of the members taken on \_\_\_\_\_ (date), Mr/Ms \_\_\_\_\_, acting in the capacity of \_\_\_\_\_, was authorised to sign all documents in connection with this tender / offer relating to Corp No: \_\_\_\_\_ for the supply of \_\_\_\_\_ and any contract resulting from it on behalf of the close corporation.

Signed

Date

Name

Position

Member

### C. Certificate for partnership

We, the undersigned, being the **key partners** in the business trading as \_\_\_\_\_  
\_\_\_\_\_ hereby authorise Mr/Ms \_\_\_\_\_,  
acting in the capacity of \_\_\_\_\_, to sign all documents in  
connection with this tender / offer relating to Corp No: \_\_\_\_\_ for the supply of  
\_\_\_\_\_ and any contract resulting from it on our behalf.

Name	Address	Signature	Date

NOTE: This certificate is to be completed and signed by the full number of Partners necessary to commit the Partnership. Attach additional pages if more space is required.

### D. Certificate for Joint Venture

We, the undersigned, are submitting this tender offer in Joint Venture and hereby authorise Mr/Ms \_\_\_\_\_, an authorised signatory of the joint venture \_\_\_\_\_, acting in the capacity of lead partner, to sign all documents in connection with the tender / offer relating to Corp No: \_\_\_\_\_ for the supply of \_\_\_\_\_ and any contract resulting from it on our behalf.

This authorisation is evidenced by the attached power of attorney signed by legally authorised signatories of all the partners to the Joint Venture.

Furthermore we attach to this Schedule a copy of the joint venture agreement which incorporates a statement that all partners are liable jointly and severally for the execution of the contract and that the lead partner is authorised to incur liabilities, receive instructions and payments and be responsible for the entire execution of the contract for and on behalf of any and all the partners.

Name of firm	Address	Authorising signature, name and capacity
Lead partner		


### E. Certificate for sole proprietor

I, \_\_\_\_\_, hereby confirm that I am the sole owner of the business trading as \_\_\_\_\_ and will sign all documents in connection with the tender / offer relating to Corp No: \_\_\_\_\_ for the supply of \_\_\_\_\_ and any contract resulting from it on our behalf.

Signed

Date

Name

Position

Sole Proprietor