



City of Johannesburg

Johannesburg Water SOC Ltd

Turbine Hall
65 Ntengi Piliso Street
Newtown
Johannesburg

Johannesburg Water
PO Box 61542
Marshalltown
2107

Tel +27(0) 11 688 1400
Fax +27(0) 11 688 1528

www.johannesburgwater.co.za

ENTERPRISE DECLARATION AFFIDAVIT - EDA
(Database Application Form)

**Company
Name** _____

Please note that Johannesburg Water will only consider your application for registration onto the database, provided the following requirements have been met

- a) Valid registration with the National Treasury Central Supplier Database (CSD).
- b) The EDA must be completed in full, signed and attested by the Commissioner of Oath (**Section D**). Failure to complete this section may render your application invalid and therefore not considered further.
- c) The completion of the Declaration of Interest Form under **Section E** is compulsory. Failure to complete this section may render your application invalid and therefore not considered any further.
- d) Certified copy of Broad Based Black Economic Empowerment (BBBEE) certificate issued by an accredited verification agency (SANAS) **OR** B-BBEE Affidavit, refer to next page for further guidance.
- e) Up to date municipality account (if premises are owned) **OR** valid Lease agreement (if premises are rented) – not older than 2 months. **Vendors whose municipality account is in arrears for more than 90 days will not be considered for application, unless an Acknowledgement of Debt Form with the respective municipality is submitted.**
- f) All vendor information will be treated with **strict confidentiality**.

Johannesburg Water reserves the right to validate the accuracy of information presented. Any misrepresentations of facts will lead to disqualification and potentially being restricted to do business with any other sphere of government and/or other organs of state.

Vendors whose directors/shareholders/members/managers are employees of organs of state as defined are prohibited from registering as a prospective vendor on the Johannesburg Water database.

For more information, do contact the Manager: Accreditations and Supplier Development
ithuteng.tabe@jwater.co.za

Directors:

Mr Siphon Mthembu (Chairperson), Mr Ntshavheni Mukwevho (Managing Director and Executive Director),
Mr Kgaugelo Mahlaba (Chief Financial Officer and Executive Director), Mr Siphamandla Mnyani, Mrs. Zandile Meeleso, Mr Pholoso Matjele,
Mr Kgaile Mogoye, Mr Molate Mashifane, Ms Pamela Mabece, Mr Lunga Bernard, Mr Julias Maputla

Ms Kethabile Mabe (Company Secretary),

Johannesburg Water SOC Ltd

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Please be advised that the following applies with regards to your **B-BBEE certificates/affidavits**:

• **Generic companies** (turnover above R50 million) - we accept certified B-BBEE certificates issued by SANAS accredited B-BBEE Verification Agency **only**. The certificate should either be generic or be related to sector in which you operate under these include:

- a. Construction,
- b. Information and Communication Technology (ICT),
- c. Integrated Transport,
- d. Marketing, Advertising and Communication (MAC)
- e. Tourism
- f. Financial Services
- g. Property
- h. Others (Chartered Accountancy, Forest, Agri-BEE)

• **Qualifying Small Enterprises (QSEs)** (turnover between R10 and R50 million) - we accept either

1. a B-BBEE sworn affidavit if the QSE is at least 51% black owned **UNLESS** sector listed above has specialised requirements (e.g. Construction Sector); OR
2. a certified B-BBEE certificate issued by a SANAS accredited B-BBEE Verification Agency

• **Exempt Micro Enterprises (EMEs)** (turnover up to R10 million) and Start-ups - we accept

1. an EME sworn affidavit; OR
2. a B-BBEE certificate issued by CIPC, OR
3. a certified B-BBEE certificate issued by a SANAS accredited B-BBEE Verification Agency, in cases where a sector code requires (i.e., Construction Sector Code)

• **Joint Venture/Consortiums** must submit a Consolidated B-BBEE certificate issued by a SANAS accredited B-BBEE Verification Agency.

The affidavit should be duly signed and attested by the Commissioner of Oath.

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POPIA PRIVACY STATEMENT

In terms of the Protection of Personal Information Act, 213 (Act 4 of 2013), also called the POPI Act or POPIA, Johannesburg Water SOC Limited, undertakes all reasonable measures to protect personal information and to keep it private and confidential.

1. Privacy Notice applies to:

Suppliers, vendors, contractors, service providers, etc. whether appointed or prospective.

2. Definitions of personal information

According to the Act "personal information" means information relating to an identifiable living, natural person, and where it is applicable, an identifiable, existing juristic person. All addresses including residential, postal and email addresses.

3. About the Public Entity

Johannesburg Water (SOC) Limited, registration number 2000/029271/30

3.1 The information we collect

We collect information directly from you where you provide us with your personal details. Where possible, we will inform you what information you are required to provide to us and what information is optional.

3.2 How Johannesburg Water use your information

We will use your personal information only for the purposes for which it was collected and agreed with you. For example: to gather contact information, to confirm and verify your identity, for the evaluation and adjudication of bids and quotations for tenders, request for quotations, and other personal information for the procurement of goods and services by the Entity.

3.3 Disclosure of information

We may disclose your personal information to our Shareholder, the City of Johannesburg, and other Government agencies such as National Treasury, and the Auditor-General of South Africa. We have agreements in place to ensure that they comply with the privacy requirements as required by the Protection of Personal Information Act.

We may also disclose your information:

- Where we have a duty or a right to disclose in terms of law;
- Where we believe it is necessary to protect our rights.

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3.4 Information Security

We are legally obliged to provide adequate protection for the personal information we hold and to stop unauthorised access and use of personal information. We will, on an ongoing basis, continue to review our security controls and related processes to ensure that your personal information remains secure.

When we contract with third parties, we impose appropriate security, privacy and confidentiality obligations on them to ensure that personal information that we remain responsible for, is kept secure. We will ensure that anyone whom we pass your personal information agrees to treat your information with the same level of protection as we are obliged to.

3.5 Your rights: Access to Information

You have the right to request a copy of the personal information we hold about you. To do this, simply contact us at informationofficer@jwater.co.za, and specify what information you require.

3.6 Correction of your personal information

You have the right to ask us to update, correct or delete your personal information. We will require a copy of your identification document to confirm your identity before making changes to personal information we may hold about you. We would appreciate it if you would keep your personal information accurate and up to date.

3.7 How to contact us

If you have any queries about this document; you need further information about our privacy practices; wish to withdraw consent; exercise preferences or access or correct your personal information, please contact us at the numbers listed on our website or send an email to informationofficer@jwater.co.za.

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SECTION A

1. Registered name of enterprise: _____
2. Trading name of the enterprise: _____
3. Enterprise Registration No: _____
CSD Registration.: MAAA _____
4. Postal address: _____
(This is the address to which all correspondence will be sent to)

5. Physical address: _____

6. Contact person: _____
7. Telephone No. _____ 8. Fax No. : _____
9. Cellphone No. _____
10. Email address: _____
11. Website address: _____
12. Was your company registered under another name previously? If yes, provide company registration details _____

SECTION B: OWNERSHIP STRUCTURE OF ENTERPRISE

Initials & Surname	RSA number	ID	Citizenship	Race*	Ownership Effective Date	Gender M/F	Disabled Yes/No	Youth** Owned Yes/No	% Owned
TOTAL									100%

*: Black/Chinese/Coloured/Indian/White

**: Youth is aged 18 and 35 years

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SECTION C: SERVICES AND PRODUCTS OFFERED

1.1. List up to a maximum of **THREE (3)** products/services your enterprise can supply to Johannesburg Water.
Refer to **Attached Annexure, for product/service listing**

No.	Code	Description (Product/Service)
1		
2		
3		

2. TRADING EXPERIENCE

2.1 Has your company conducted any work since incorporation?

Yes/No

If Yes, complete table below:

Project Description	Project Value	Stage of Completion	Reference (Name and Telephone number)

SECTION D: SWORN STATEMENT

I/We, the undersigned, who warrant that I/We /are duly, authorised to do so, on behalf of the enterprise, certify that

- the information furnished is true and correct.
- Johannesburg Water reserves the right to validate the accuracy of information presented. Any misrepresentations of facts will lead to disqualification and potentially being restricted to do business with other spheres of government and/or other organs of state including Johannesburg Water.

Name of Enterprise: _____

Name of Authorised Signatory: _____

Designation of Authorised Signatory: _____

Signature & Date: _____

Commissioner of Oath:

Official Stamp of Commissioner of Oath:

Name:.....

Signature & Date:.....

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SECTION E

DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the state¹.
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.

3 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

3.1 Full Name of bidder or his or her representative: _____

3.2 Identity Number: _____

3.3 Position occupied in the Company (director, trustee, shareholder²):

3.4 Company Registration Number: _____

3.5 Tax Reference Number: _____

3.6 VAT Registration Number: _____

3.7 The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.

¹MSCM Regulations: "in the service of the state" means to be –

- (a) a member of –
 - (i) any municipal council;
 - (ii) any provincial legislature; or
 - (iii) the national Assembly or the national Council of provinces;
- (b) a member of the board of directors of any municipal entity;
- (c) an official of any municipality or municipal entity;
- (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
- (e) an executive member of the accounting authority of any national or provincial public entity; or
- (f) an employee of Parliament or a provincial legislature.

² Shareholder" means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.

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3.8 Are you presently in the service of the state? **YES / NO**

3.8.1 If yes, furnish particulars.

3.9 Have you been in the service of the state for the past twelve months? **YES / NO**

3.9.1 If yes, furnish particulars

3.10 Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid? **YES / NO**

3.10.1 If yes, furnish particulars.

3.11 Are you, aware of any relationship (family, friend, other) between any other bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid? **YES/ NO**

3.11.1 If yes, furnish particulars

3.12 Are any of the company's directors, trustees, managers, principle shareholder or stakeholders in service of the state? **YES /NO**

3.12.1 If yes, furnish particulars.

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- 3.13 Are any spouse, child or parent of the company's director, trustees, managers, principle shareholders or stakeholders in service of the state? **YES / NO**

3.13.1 If yes, furnish particulars.

- 3.14* Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract. **YES / NO**

3.14.1 If yes, furnish particulars:

**: The intention of this clause is deemed to be the declaration of relationships which may improperly influence or affect the outcome of this bid, in particular relationships with persons involved in the procurement processes in Johannesburg Water. Therefore if the bidder or any of the persons mentioned in this clause or any company or business controlled by any of them have such a relationship, it should be declared.*

4. Full details of directors / trustees / members / shareholders.

Full Name	Identity Number	State Employee Number

Signature

Date

Capacity

Name of Bidder

Directors:

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ANNEXURE:

C: Contractors/Artisans/Specialists			
Code	Description	Code	Description
C1	Alarm Systems, Security and Access Control	C33	Welding Services
C2	Asphalt Works	C34	Other
C3	Boilermakers	C35	Electrical Engineering Works –Building (EB)
C4	Brickwork /Masonry	C36	Electrical Engineering Works –Infrastructure (EP)
C5	Carpentry		
C6	Carpeting/Tiling/Floor Covering		
C7	Ceilings/Partitioning/Shop fittings		
C8	Civil Engineering		
C9	Cladding Works		
C10	Concrete Works		
C11	Corrosion Protection		
C12	Demolitions & Blasting		
C13	Drilling		
C14	Electrical Engineering		
C15	Fencing		
C16	Fire Prevention and Protection		
C17	General Building Works		
C18	Glazing, Curtain Walls & Shopfronts		
C19	Mechanical Engineering		
C20	Painting		
C21	Paving		
C22	Pipe Laying		
C23	Plastering		
C24	Plumbing		
C25	Pumping Installations		
C26	Renovations and Alterations		
C27	Roofing and Waterproofing		
C28	Sewer Installations		
C29	Stormwater Drainage		
C30	Structural Steel works: Fabrication and Erection		
C31	Trenchless Technology		
C32	Water Installations/Reticulations		

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PS: Professional Services			
Code	Description	Code	Description
PS1	Accounting Services	PS33	Professional Associations/Institutes
PS2	Actuarial Services	PS34	Project Management
PS3	Agricultural Engineers	PS35	Quantity Surveyors
PS4	Architects and Architectural Services	PS36	Structural Consulting Engineers
PS5	Attorneys/Legal Services	PS37	Tax Advisory Services
PS6	Auditors	PS38	Town Planners
PS7	Business Analysis and Design	PS39	Township and Rural Projects Consulting
PS8	Change Management	PS40	Training Providers
PS9	Chemical Engineers	PS41	Ventilation Engineers
PS10	Civil Consulting Engineers	PS42	Other
PS11	Combustion Consulting Engineers		
PS12	Corporate Governance Services		
PS13	Counseling		
PS14	Design Consulting Services		
PS15	Draughting Services		
PS16	Electrical Consulting Engineers		
PS17	Environmental, Health and Safety Services		
PS18	Estate Agents		
PS19	Financial Services		
PS20	Forensic Investigators		
PS21	Geographical Information Services		
PS22	Geological Services		
PS23	GIS Computer Technology Services & Systems		
PS24	GIS Modeling and Analysis		
PS25	HR Specialist Services		
PS26	Land Surveyors		
PS27	Legal Services		
PS28	Management and Business Consulting		
PS29	Mechanical Consulting Engineers		
PS30	Medical Practitioners		
PS31	Pharmacists		
PS32	Process Design		

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S: Services			
Code	Description	Code	Description
S1	Access Control Services and Systems	S31	Common Distributor System
S2	Advertising/Public Relations/Marketing	S32	Communication Services and Systems
S3	Agricultural Services	S33	Compressed Air Installations
S4	Air Conditioning Services and Repairs	S34	Compressor Repair Services
S5	Archiving Services	S35	Computer Repair Services
S6	Asset Management Services	S36	Conference Services and Systems
S7	Asset Evaluation Services	S37	Conveyors and Belting Supplies
S8	Auctioneering Services	S38	Courier Services
S9	Audio Visual Equipment Hire Services	S39	Crane Hire Services
S10	Audio Visual Equipment Repairs and Services	S40	Cylinder Rental Services
S11	Audio Visual Productions	S41	CCTV Inspections
S12	Auto Electrical Sales and Repair Services	S42	Data Integration and Analysis Services
S13	Auto Repairs and Services	S43	Database Management Services and Systems
S14	Automation and Control Services	S44	Data Management and Recovery Services
S15	Back-up Services Computer Data	S45	Debt Collections
S16	Banking Services	S46	Diesel and Petrol Engines
S17	Bar-coding Services	S47	Distribution Services
S18	Bee Removal Services	S48	Document Binding Services
S19	Breakdown Services	S49	Document Management Services
S20	Bursary Administration Services	S50	Drainage Services
S21	Bus and Coach Services	S51	Electric Motor repairs
S22	Cabling Services	S52	Electronics Services
S23	Calibration Services (Meters, gas monitors, hopper scales, oxygen sensors, pressure transmitters, weights, temperature gauges)	S53	Elevators and Conveyors
S24	Carpet Cleaning	S54	Embossing Services
S25	Catering/Vending/Food Supply	S55	Embroidery Services
S26	Cellular Telephone Network Providers	S56	Emergency and Disaster Management Services
S27	Certification Services	S57	Encoding Services
S28	Chemical Toilet Services	S58	Engineering Services- General
S29	Cleaning of Tanks and Digesters	S59	Engineering and Fabrication: Steel
S30	Cleaning Services	S60	Engraving Services

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S: Services (Continued)			
Code	Description	Code	Description
S61	Environmental Services	S94	Insulation Services
S62	Escalator Services	S95	Insurance Services/Employee Benefits
S63	Event Management and Exhibitions	S96	Instrumentation Services
S64	Excavator Hire Services	S97	Interior Decoration
S65	Fabrication Services	S98	Internet Access and Mail Filtering Services
S66	Facilities Management	S99	IT Strategy Services
S67	Farming Services and Products	S100	IT Administration and Support Services
S68	Fax Rental Repairs and Services	S101	Labels and Labeling Services
S69	Financial Planning and Management Services	S102	Laboratory Services
S70	Fire Extinguishing Services	S103	Laboratory Calibration Services
S71	Fleet Management Services	S104	Laboratory Analysis Services
S72	Florists	S105	Labour Brokers
S73	Food and Beverage Entertainment	S106	Landscaping Services
S74	Framing Services	S107	Laundry Services
S75	Freight Services	S108	Locksmith Services
S76	Funeral Services	S109	Market Research Services
S77	Furnaces Services	S110	Marketing Services
S78	Furniture Removals Services	S111	Metering Services (audits, reading, connections, disconnections)
S79	Garden Services	S112	Motor Repairs
S80	Gas Monitor Services	S113	Network Services
S81	Gearbox Repairs	S114	Oil Sample Testing Services
S82	Generator Services and Repairs	S115	Organisational Dynamics Services
S83	Graphic Design Services	S116	Packaging and Container Services
S84	Handyman	S117	Payroll Management Services
S85	Healthcare Services	S118	Plant scaping Services (Indoor and Outdoor)
S86	Horticultural Services	S119	Plotting Services
S87	HR Services	S120	Performance Management Services and Systems
S88	Hydraulic Equipment Repairs	S121	Personnel Development Services
S89	Hydraulic Services	S122	Pest Removal Services
S90	ID Card Personalisation Systems	S123	Photocopying Services
S91	Imaging Services	S124	Photography and Graphic Design
S92	Industrial Relations Services	S125	Plant Hire Services
S93	Inspection Services	S126	Postal Services

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S: Services (Continued)			
Code	Description	Code	Description
S127	Printing Services	S160	Survey Services
S128	Process Instrumentation	S161	Telecommunications Services
S129	Promotions and Advertising	S162	Total Prepayment System
S130	Property Development Services	S163	Tractor Repair Services
S131	Public Relations Services	S164	Training and Development
S132	Publishers	S165	Transcription Services
S133	Pump Repairs	S166	Transportation Service
S134	Qualification (HR) Check services	S167	Travel Agencies
S135	Quality Control Services	S168	Tree Felling Services
S136	Radiator Services	S169	Under Pressure Connections
S137	Reconditioning Services	S170	Vacuum Jetting Services
S138	Recruitment Services, incl. Labour Hire	S171	Valve Services
S139	Recycling Services	S172	Vehicle Breakdown Service
S140	Refuse Conveyors and Services	S173	Ventilation Services and Repairs
S141	Refurbishment Services	S174	Verification and Vendor Services
S142	Rehabilitation Services (Alcohol and Drugs)	S175	Waste Disposal Services
S143	Removal Services	S176	Waste Management Services
S144	Research and Development Services	S177	Water Meter Reading Services
S145	Reservoir Cleaning Services	S178	Water Purification Services, Supply and Storage
S146	Risk Management Services	S179	Water Tanker Services
S147	Safety and Security Services	S180	Web Design Services
S148	Scat Repairs	S181	Window Fitting and Glass Services
S149	Scientific Services	S182	Other
S150	Screw Pump Repair Services		
S151	Security and Control		
S152	Secretarial Services		
S153	Sewer Cleaning Services		
S154	Site Clearing		
S155	Skills Development and Analysis Services		
S156	Sludge Removals and Transportation		
S157	Storage Services/Facilities		
S158	Strategic Planning and Development		
S159	Stress Management Services		

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W: Wholesalers/ Distributors/ Vendors			
Code	Description	Code	Description
W1	Abrasives	W33	Chemical Equipment and units
W2	Actuators	W34	Chemical Supplies
W3	Adaptors	W35	Chlorine Dosing Equipment
W4	Adhesives	W36	Cleaning Equipment
W5	Aerators	W37	Cleaning Supplies
W6	Agricultural Equipment and Machinery	W38	Compressor Supplies
W7	Air Conditioning, Ventilation, Fans and Other Equipment	W39	Computer Hardware Supplies
W8	Alarm Systems	W40	Computer Software Supplies
W9	Alternators	W41	Concrete Supplies
W10	Animal Feed	W42	Conference Centres and Facilities
W11	Anti-Virus Software	W43	Conveyors and Belting Supplies
W12	Appliances (Domestic and Industrial)	W44	Corporate Gifts and Promotional Items
W13	Archiving Systems	W45	Country Clubs and Sport Centers
W14	Asset Management Systems	W46	Crane Supplies
W15	Audio Visual Aids and Equipment	W47	Diesel and Fuel Supplies
W16	Auto Clave Supplies	W48	Drawing Office Equipment and Supplies
W17	Automotive parts	W49	Drilling Equipment
W18	Automated Analyzers	W50	Dust Collectors and Fume Extraction
W19	Auto samplers	W51	Editing Services
W20	Banqueting Equipment	W52	Educational and Training Colleges
W21	Bar Code and Magnetic Cards	W53	Electrical Supplies, Appliances and Equipment
W22	Bar Code Software and Printers	W54	Engineering Supplies
W23	Battery Supplies	W55	Engraving Supplies and Equipment
W24	Bearing Supplies	W56	Entertainment Facilities
W25	Belting supplies	W57	Entertainers (Performers)
W26	Beverages Supplies	W58	Environmental, Health and Safety Supplies
W27	Blowers	W59	Evacuation Systems
W28	Brakes, Components, Linings and Clutches	W60	Filter Belt Press Equipment
W29	Building Materials and Supplies	W61	Filter Supplies
W30	Cables, Conductors, Wires & Earthing Materials	W62	Fire Extinguishing, Protection and Detection
W31	Carpets, Curtaining, Soft Furnishings and Blinds	W63	First Aid Supplies and Equipment
W32	Catering Supplies	W64	Flags and Maps

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W: Wholesalers/ Distributors/ Vendors (continued)			
Code	Description	Code	Description
W65	Flow Meters	W97	Manhole Covers
W66	Freight Transport and Storage	W98	Mechanical Plant Hire
W67	Front End Loaders	W99	Mechanical Tools, Equipment and Supplies
W68	Fuel and Lubricants Supplies	W100	Medical Supplies and Equipment
W69	Furnaces Supplies	W101	Medical Analytical Equipment and Consumables
W70	Furniture	W102	Metal Supplies
W71	Garden Supplies	W103	Metering Supplies
W72	Gas Equipment and Ancillaries	W104	Offices Supplies/Stationery
W73	Generators Supplies	W105	Office Equipment
W74	Grid Equipment	W106	Office Layout Design Services
W75	Hand Tools, Screwing and Cutting Tools	W107	Oil and Lubricants
W76	Hardware Supplies	W108	On-line chemical oxygen demand (COD) measurement systems
W77	Heaters and Heating Equipment	W109	Packaging and Containers
W78	High Pressure Equipment	W110	Paint Supplies
W79	Hospitals and Clinics	W111	Paintings Hire and Sales
W80	Human Resources Consultancy Services	W112	Pipes (uPVC, Steel, etc) and Tubing
W81	Hydrant Covers	W113	Plant Hire
W82	Hydraulic Supplies	W114	Plastic Materials and Products
W83	Hydro Jet Vacuum Tankers	W115	Plumbing Supplies
W84	Industrial Tools and Engineering Equipment and Supplies	W116	Power Tools
W85	IT Consumables	W117	Power Station Technical Services
W86	Instrumentation Supplies	W118	Printing Supplies and Consumables
W87	Laboratory Chemicals	W119	Promotional Items
W88	Laboratory Consumables and Supplies	W120	Protective Clothing
W89	Laboratory Instruments and Equipment	W121	Protective Coatings
W90	Laboratory Glassware	W122	Pump Supplies
W91	Laboratory Software	W123	Recreational Supplies
W92	Laboratory Regulatory Services	W124	Rubber Supplies
W93	Laundry Supplies	W125	Seals
W94	Lift and Escalator Equipment	W126	Security Supplies
W95	Lifting Equipment	W127	Signs, Nameplates, Number Plates
W96	Machine Tools Supplies	W128	Sludge Aerators

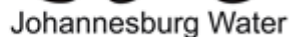
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