HARMONY VENDOR APPLICATION REQUIREMENTS

Information to prospective Harmony vendors:

Should you desire to become a Harmony Gold Mining Company Limited (‘Harmony’) vendor, please ensure that you understand the requirements as set out below:

1. You cannot do business with Harmony or receive purchase orders if you are not registered as a Harmony vendor.
2. Harmony will not create you as a vendor unless there is a proven need for your service/product within the organisation.
3. You first need to sell your service/product to a consumer within Harmony. This Harmony consumer will support and motivate your vendor application by completing a VA1 form.
4. Vendor applications received without the supporting motivation (VA1) from a Harmony consumer will not be considered. An exception to this rule is 100% black owned businesses that may register their companies at the Harmony Business Development Centre for automatic notification of job opportunities.
5. You need not be an existing vendor to participate in Harmony tenders. Should you win a tender, you will be approached to complete the vendor application.
6. Once a need for your service/product has been established, the Harmony consumer will communicate this need by sending the completed VA1 form to the Vendor Administration Department located in Randfontein.
7. You will be approached to complete a VA2 form to obtain the required supplier information.
8. You are required to supply the following supporting documents:
   8.1. A completed and signed VA2 form.
   8.2. Proof of your banking detail (either a bank letter, or cancelled cheque).
   8.3. A tax clearance certificate whose date has not expired.
   8.4. A BEE certificate whose date has not expired. Preference is given to suppliers whose black ownership is greater than 25%.
9. The VA1, VA2 and supporting documents need to be submitted to:
   Morwesi Lekaota
   Corner of Main Reef Road & Ward Avenue
   Randfontein Office Park
   Block 2
   (011) 411-4031
10. Upon submission of your application, please ensure that you receive a vendor application reference number. This number should be used for future enquiries.
11. Your vendor application will be processed by the vendor department once approved by the Vendor Committee.
12. Depending on the nature of services/products that you provide, your facilities and equipment may need to be assessed by Harmony’s Quality Department before the application is approved.
13. Depending on the nature of the products you provide, the products may need to be tested by Harmony’s Standards Department, before the application is approved.
14. Your vendor application may be rejected if any of the requirements are not met, or the service/product offered is already available from existing vendors.
15. Should your vendor application be successful, you will receive a letter indicating your Harmony vendor number.
16. You are required to submit your renewed tax clearance and BEE certificates annually to:
   Philip.Aucamp@Harmony.co.za

17. Your vendor number will expire after 18 months of inactivity, and you will have to re-apply should your
    services be required after that period.

18. The VA1 and VA2 forms can be downloaded from the Harmony website
    (http://www.harmony.co.za/tenders_main.asp).

Harmony Vendor Administration Department