



**Public Procurement and Advisory Division
Ministry of Finance**

Re-Registration of Vendors

The Public Procurement and Advisory Division of the Ministry of Finance is going through a process of cleaning the vendor database, where a unique identity number is to be created for each vendor.

All vendors that have already registered for SP numbers are hereby notified to come and re-register their business with the Government of Lesotho.

Registration forms are available at the Ministry of Finance, PPAD Department, Room 3016 on the 3rd Floor.

Vendors outside Maseru can obtain the forms at the District Administrator's Office.

The registration forms are also available online at the following websites: :

<https://www.gov.ls/wp-content/uploads/2019/03/PPAD-Supplier-Registration-Form-2.pdf>

and

http://www.finance.gov.ls/documents/notices/PPAD_Supplier_Registration_Form.pdf

Vendors will need to provide certified copies from source of the following documents:

1. Valid Trader's License;
2. Valid Tax Clearance Certificate; and
3. Bank Confirmation Letter

Registration forms can be returned to the PPAD Department, Room 3016 at the Ministry of Finance or at the District Administrator's Office.

NB: Those who will not re register will not be able to trade with the Government of Lesotho from the 1st April 2019

New registrations are not affected.