

MPUMALANGA PROVINCIAL GOVERNMENT

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Department of Finance *Office of the HOD*

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Departement van Finansies

Kgoro ya Matlotlo

Enquiries : Mr JB Mbatha
Ref No : DOF 14/4/1/3

PROVINCIAL TREASURY CIRCULAR 23 OF 2013: SUBMISSION OF ANNUAL PLANS ON PROCUREMENT OF GOODS, WORKS AND SERVICES ESTIMATED IN EXCESS OF R200 000, 00

TO : THE MUNICIPAL MANAGER: GERT SIBANDE DISTRICT MUNICIPALITY (MR C.A. HABILE)
THE MUNICIPAL MANAGER: ALBERT LUTHULI LOCAL MUNICIPALITY (MR V.N. MPILA)
THE MUNICIPAL MANAGER: DIPALESENG LOCAL MUNICIPALITY (MR V.D. NGCOBO)
THE MUNICIPAL MANAGER: GOVAN MBEKI LOCAL MUNICIPALITY (MR M.F. MAHLANGU)
THE MUNICIPAL MANAGER: LEKWA LOCAL MUNICIPALITY: (MR L.B. TSHABALALA)
THE MUNICIPAL MANAGER: MKHONDO LOCAL MUNICIPALITY (MR A.N. MAHLANGU)
THE MUNICIPAL MANAGER: MSUKALIGWA LOCAL MUNICIPALITY: (MR T.B.W. DLAMINI)
THE MUNICIPAL MANAGER: PIXLEY KA-SEME LOCAL MUNICIPALITY (MR P.B. MALEBYE)
THE MUNICIPAL MANAGER: EHLANZENI DISTRICT MUNICIPALITY (ADV. H.M. MBATHA)
THE ADMINISTRATOR: BUSHBUCKRIDGE LOCAL MUNICIPALITY (MR E. NGOMANE)
THE MUNICIPAL MANAGER: MBOMBELA LOCAL MUNICIPALITY (MR X.C. MZOBE)
THE MUNICIPAL MANAGER: NKOMAZI LOCAL MUNICIPALITY (MR M.D. NGWENYA)
THE ACTING MUNICIPAL MANAGER: THABA CHWEU LOCAL MUNICIPALITY (MR S.D. MAEBELA)
THE MUNICIPAL MANAGER: UMJINDI LOCAL MUNICIPALITY (MR P. MPELE)
THE MUNICIPAL MANAGER: NKANGALA DISTRICT MUNICIPALITY (MR A.G. ZIMBWA)
THE MUNICIPAL MANAGER: DR JS MOROKA LOCAL MUNICIPALITY (MS N.P. BUSANE)
THE ADMINISTRATOR: EMALAHLENI LOCAL MUNICIPALITY (MR T. VAN VUUREN)
THE MUNICIPAL MANAGER: EMAKHAZENI LOCAL MUNICIPALITY (MR O.N. NKOSI)
THE MUNICIPAL MANAGER: STEVE TSHWETE LOCAL MUNICIPALITY (MR W.D. FOCHE)
THE MUNICIPAL MANAGER: THEMBISILE LOCAL MUNICIPALITY (MR J.I. SINDANE)
THE MUNICIPAL MANAGER: VICTOR KHANYE LOCAL MUNICIPALITY (MS R.M. MAREDI)

PROVINCIAL TREASURY CIRCULAR 23 OF 2013: SUBMISSION OF ANNUAL PLANS ON PROCUREMENT OF GOODS, WORKS AND SERVICES ESTIMATED IN EXCESS OF R200 000

1. INTRODUCTION

- 1.1. The purpose of this circular is to request Municipal Managers of all municipalities in the Mpumalanga Province to submit annual plans for 2013/2014 financial year regarding the procurement of goods, works and services estimated in excess of R200 000 per case.

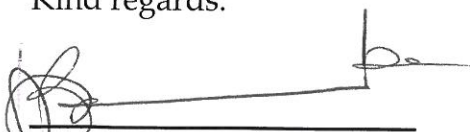
2. BACKGROUND

- 2.1. Part of the mandate entrusted to the Provincial Treasury is to oversee and monitor the processes that are followed by municipalities in procuring goods, works and services in the province.
- 2.2. To achieve this objective, the Provincial Treasury relies on information provided by municipalities regarding the status of procurement at their respective operational levels.
- 2.3. Therefore by implication, municipalities are required to submit information on Supply Chain Management in the format as well as at intervals, as it may be determined by the Provincial Treasury.
- 2.4. To this end, we have attached a template marked "A" which must be filled in accordingly with relevant information regarding procurement of goods, works and services in excess of R200 000,00 (including all applicable taxes).

3. PROVINCIAL TREASURY'S DIRECTIVE TO MUNICIPALITIES

- 3.1. As part of our mechanisms to monitor compliance, we would like to direct as follows:
- 3.1.1. Municipalities should fill in the attached template and submit their annual plans to the Provincial Treasury on or before Friday, 30 August 2013, for the attention of Mr Caesar Twala at e-mail address: ctwala@mpg.gov.za
- 3.1.2. In addition, Municipal Managers should disseminate the contents of this Circular to their respective Supply Chain Management Units for implementation in order to enhance compliance.

Kind regards.



**MS N.Z. NKAMBA
HEAD OF DEPARTMENT**

DATE: 23/8/2013

ANNEXURE A

PROCUREMENT PLAN FOR COMPETITIVE BIDS IN EXCESS OF R200 000 (APPLICABLE TAXES INCLUDED) INCLUDING INFRASTRUCTURE PROJECTS FOR THE PERIOD 2013/2014

NAME OF MUNICIPALITY:

PARTICULARS OF REQUIREMENTS						
Description of goods/works /services	Cost estimation (applicable taxes included)	Envisaged date of advertisement	Envisaged closing date of bid	Envisaged date of award	Responsible Directorate	

Recommendation:

Chief Financial Officer

Date: _____

Approval

Municipal Manager

Date: _____