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Enquiries : Mr R. Masambo x 4230
Ref : MPT/14/4/1/2

PROVINCIAL TREASURY CIRCULAR NO. 33 OF 2018

TO:

THE MUNICIPAL MANAGER: EHLANZENI DISTRICT MUNICIPALITY (MR FS SIBOZA)
THE MUNICIPAL MANAGER (ACTING): BUSHBUCKRIDGE LOCAL MUNICIPALITY (MR E MASHAVA)
THE MUNICIPAL MANAGER (ACTING): CITY OF MBOMBELA (MR N DIAMOND)
THE MUNICIPAL MANAGER: NKOMAZI LOCAL MUNICIPALITY (MR MD NGWENYA)
THE MUNICIPAL MANAGER: THABA CHWEU LOCAL MUNICIPALITY (MR TMP KGOALE)
THE MUNICIPAL MANAGER: GERT SIBANDE DISTRICT MUNICIPALITY (MR CA HABILE)
THE MUNICIPAL MANAGER (ACTING): CHIEF ALBERT LUTHULI LOCAL MUNICIPALITY (MR MA DLAMINI)
THE MUNICIPAL MANAGER (ACTING): DIPALESENG LOCAL MUNICIPALITY (MS TC MAMETJA)
THE MUNICIPAL MANAGER (ACTING): DR PIXLEY KA SEME (MR P THWALA)
THE MUNICIPAL MANAGER (ACTING): GOVAN MBEKI LOCAL MUNICIPALITY (MR BM MHLANGA)
THE MUNICIPAL MANAGER: LEKWA LOCAL MUNICIPALITY (MS GP MHLONGO - NTSHANGASE)
THE MUNICIPAL MANAGER: MKHONDO LOCAL MUNICIPALITY (MR M KUNENE)
THE MUNICIPAL MANAGER: MSUKALIGWA LOCAL MUNICIPALITY (MR M ZUNGU)
THE MUNICIPAL MANAGER: NKANGALA DISTRICT MUNICIPALITY (MS MM SKHOSANA)
THE MUNICIPAL MANAGER: (ACTING) DR JS MOROKA LOCAL MUNICIPALITY (MR MF MONKOE)
THE MUNICIPAL MANAGER: EMAKHAZENI LOCAL MUNICIPALITY (MS EK TSHABALALA)
THE MUNICIPAL MANAGER (ACTING): EMALAHLENI LOCAL MUNICIPALITY (MR HS MAISELA)
THE MUNICIPAL MANAGER (ACTING): STEVE TSHWETE LOCAL MUNICIPALITY (MR B KHENISA)
THE MUNICIPAL MANAGER: THEMBISILE HANI LOCAL MUNICIPALITY (MR O NKOSI)
THE MUNICIPAL MANAGER: VICTOR KHANYE LOCAL MUNICIPALITY (MR LI ZWANE)

THE ACTING DIRECTOR GENERAL: OFFICE OF THE PREMIER OF MPUMALANGA (MR KM MOHLASEDI)
HEAD: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS (MR P NYONI)

THE CHIEF DIRECTORATE: SUSTAINABLE RESOURCE MANAGEMENT
THE CHIEF DIRECTORATE: ASSETS AND LIABILITIES MANAGEMENT
THE CHIEF DIRECTORATE: FINANCIAL GOVERNANCE

SUBMISSION OF ANNUAL PROCUREMENT PLANS FOR GOODS, WORKS AND SERVICES, INCLUDING INFRASTRUCTURE PROJECTS, ESTIMATED IN EXCESS OF R200 000 (INCLUSIVE OF APPLICABLE TAXES) PER CASE

1. PURPOSE

The purpose of this circular is to request Municipal Mangers of all Municipalities in the Mpumalanga Province to submit annual procurement plans in respect of goods, works and services including infrastructure projects, estimated in excess of R200 000 (inclusive of applicable taxes) per case, for the 2018/19 financial year.

2. BACKGROUND

The Provincial Treasury is required, in terms of its mandate to oversee and monitor the procurement of goods, works and services in Municipalities for the purposes of enforcing compliance with the appropriate legislation and enhancing service delivery.

In terms of the Municipal Finance Management Act Circular 62 of 2013, Municipalities are required to develop annual procurement plans in respect of goods, works and services, including infrastructure projects estimated in excess of R200 000 (inclusive of applicable taxes) per case, for the 2018/19 financial year. These procurement plans must be approved by the Accounting Officer or his/her delegate.

3. SUBMISSION OF PROCUREMENT PLANS FOR THE 2018/19 FINANCIAL YEAR

Municipalities are requested to submit their approved annual procurement plans for goods, works and services, including infrastructure projects estimated in excess of R200 000 (inclusive of applicable taxes) per case, to the Provincial Treasury **on or before 30 June 2018**.

All Municipalities should further **report quarterly** on the implementation of the procurement plans. The progress reports must be submitted 15 days after the closure of the quarter.


All the approved annual procurement plans and the reporting thereof should be in the format as captured in the templates attached.

Municipal Managers should disseminate the contents of this Circular to their respective Chief Financial Officers and Supply Chain Management Units in order to accelerate the submission process.

All submission should be forwarded to Ms Emah Mashiane at email address: emashiane@mpg.gov.za

Your co-operation is at all times appreciated.

Kind regards


MS NZ NKAMBA
HEAD: PROVINCIAL TREASURY
DATE: 26/5/2018

QUARTERLY REPORTING FORMAT ON IMPLEMENTATION OF ANNUAL PROCUREMENT PLAN BY MUNICIPALITIES IN LOCAL GOVERNMENT

NAME OF MUNICIPALITY:

PERIOD OF REPORTING:

TABLE 1 : ACTUAL IMPLEMENTATION OF PROJECTS AGAINST THE PLAN

Ref no.	Project description	Service-provider	Bid number	Value of contract	Procurement method	Bid advert date	Bid closing date	Evaluation start date	Evaluation end date	Date of award	Date of start of contract	Expiry date of contract
1.												
2.												

TABLE 2 : APPOINTMENTS THROUGH DEVIATIONS (SUB – REGULATION 36 (1) (a) (i) – (v) OF MUNICIPAL SUPPLY CHAIN MANAGEMENT REGULATIONS)

Ref no.	Project description	Service-provider	Value of contract	Reason for deviation	Date of award of contract	Date of start of contract	Expiry date of contract
1.							
2.							

QUARTERLY REPORTING FORMAT ON IMPLEMENTATION OF ANNUAL PROCUREMENT PLAN BY MUNICIPALITIES IN LOCAL GOVERNMENT

TABLE 3 : APPOINTMENTS THROUGH CONTRACT VARIATIONS/EXPANSION (CIRCULAR MFMA 62 OF 2003 AND SECTION 116(3) OF THE MFMA)

Ref no.	Project description	Service-provider	Contract number	Reason for extension	Original value	contract extension	Value of contract extension	Date of award of contract	Date of start of contract	Expiry date of contract
1.										
2.										

COMPILER OF INFORMATION: **DESIGNATION:** **DATE:**

Information certified to be correct in all respect by:-

.....
CHIEF FINANCIAL OFFICER
 DATE :

Information approved to be correct in all respect by :-

.....
MUNICIPAL MANAGER
 DATE :