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Enquiries : Mr R. Masambo (Ext: 4230)
Ref : MPT/14/4/1/1

PROVINCIAL TREASURY CIRCULAR NO. 42 OF 2016

TO:

THE ACCOUNTING OFFICER: VOTE 1: OFFICE OF THE PREMIER (MR T. MDAKANE)
THE ACCOUNTING OFFICER: VOTE 3: PROVINCIAL TREASURY (MS N.Z. NKAMBA)
THE ACCOUNTING OFFICER (ACTING): VOTE 4: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS (MR P. NYONI)
THE ACCOUNTING OFFICER: VOTE 5: AGRICULTURE, RURAL DEVELOPMENT, LAND AND ENVIRONMENTAL AFFAIRS (MS S.P. XULU)
THE ACCOUNTING OFFICER: VOTE 6: ECONOMIC DEVELOPMENT AND TOURISM (MR M.W. MKHIZE)
THE ACCOUNTING OFFICER: VOTE 7: EDUCATION (MRS M.O.C. MHLABANE)
THE ACCOUNTING OFFICER: VOTE 8: PUBLIC WORKS, ROADS AND TRANSPORT (MR K.M. MOHLASEDI)
THE ACCOUNTING OFFICER: VOTE 9: COMMUNITY SAFETY, SECURITY AND LIAISON (MR W. MTHOMBOTHU)
THE ACCOUNTING OFFICER: VOTE 10: HEALTH (DR S. MOHANGI)
THE ACCOUNTING OFFICER: VOTE 11: CULTURE, SPORT AND RECREATION (MR S.W. MNISI)
THE ACCOUNTING OFFICER: VOTE 12: SOCIAL DEVELOPMENT (MS N.L. MLANGENI)
THE ACCOUNTING OFFICER: VOTE 13: HUMAN SETTLEMENTS (MR K. MASANGE)

THE CHIEF FINANCIAL OFFICER: VOTE 1: OFFICE OF THE PREMIER (MR S.S.SHONGWE)
THE CHIEF FINANCIAL OFFICER: VOTE 3: PROVINCIAL TREASURY (MR M.A. KHOZA)
THE CHIEF FINANCIAL OFFICER: VOTE 4: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS (MR S.E.B MATSEBULA)
THE CHIEF FINANCIAL OFFICER (ACTING): VOTE 5: AGRICULTURE, RURAL DEVELOPMENT, LAND AND ENVIRONMENTAL AFFAIRS (MR S.M. MASEKO)
THE CHIEF FINANCIAL OFFICER: VOTE 6: ECONOMIC DEVELOPMENT AND TOURISM (MR C.T. DLAMINI)
THE CHIEF FINANCIAL OFFICER (ACTING): VOTE 7: EDUCATION (MRS T.F. NTULI)
THE CHIEF FINANCIAL OFFICER: VOTE 8: PUBLIC WORKS, ROADS AND TRANSPORT (MS H.N. MDAKA)
THE CHIEF FINANCIAL OFFICER: VOTE 9: COMMUNITY SAFETY, SECURITY AND LIAISON (MS S.S. SEFALA)
THE CHIEF FINANCIAL OFFICER: VOTE 10: HEALTH (MR C.B. MNISI)
THE CHIEF FINANCIAL OFFICER (ACTING): VOTE 11: CULTURE, SPORT AND RECREATION (MR N.C. MAMARU)
THE CHIEF FINANCIAL OFFICER: VOTE 12: SOCIAL DEVELOPMENT (MR J.B. MBATHA)
THE CHIEF FINANCIAL OFFICER (ACTING): VOTE 13: HUMAN SETTLEMENTS (MR T.C. MASHILE)

THE CHIEF EXECUTIVE OFFICER: MPUMALANGA ECONOMIC GROWTH AGENCY (MR X.G.S. SITHOLE)
THE CHIEF EXECUTIVE OFFICER: MPUMALANGA GAMBLING BOARD (MR B. MLAMBO)
THE CHIEF EXECUTIVE OFFICER (ACTING): MPUMALANGA TOURISM AND PARKS AGENCY (MR V.A. SIBIYA)
THE CHIEF EXECUTIVE OFFICER: MPUMALANGA REGIONAL TRAINING TRUST (MR R. OOSTHUIZEN)

THE CHIEF FINANCIAL OFFICER: MPUMALANGA ECONOMIC GROWTH AGENCY (MR E. POTGIETER)
THE CHIEF FINANCIAL OFFICER: MPUMALANGA GAMBLING BOARD (MR L. MASEKO)
THE CHIEF FINANCIAL OFFICER: MPUMALANGA REGIONAL TRAINING TRUST (MR M.G. JAFTA)
THE CHIEF FINANCIAL OFFICER (ACTING): MPUMALANGA TOURISM AND PARKS AGENCY (MR S. MATHYE)

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

QUARTERLY FEEDBACK ON THE IMPLEMENTATION OF ANNUAL PROCUREMENT PLANS FOR THE 2016/17 FINANCIAL YEAR

1. PURPOSE

- 1.1. The purpose of this Circular is to request Departments and Public Entities to submit quarterly reports relating to the implementation of their annual procurement plans for the 2016/17 financial year.

2. BACKGROUND

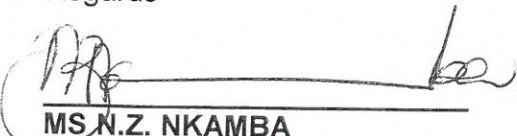
- 2.1. In April 2016, the National Treasury issued an Instruction Note (SCM Instruction Note 2 of 2016/17) to all Departments and Public Entities, directing them to submit quarterly reports on the implementation of their annual procurement plans.
- 2.2. In terms of this directive, Departments and Public Entities are required to submit quarterly reports in this regard to the Provincial Treasury by the 15th of the month following the end of the quarter.

3. SUBMISSION OF THE FIRST QUARTER REPORTS RELATING TO THE IMPLEMENTATION OF ANNUAL PROCUREMENT PLANS FOR 2016/17 FINANCIAL YEAR

- 3.1. In line with the provisions of the above-mentioned Instruction Note from the National Treasury, the Provincial Treasury would like to request Departments and Public Entities to submit their first quarter reports relating to the implementation of annual procurement plans, in the format as captured on the attached template, marked Annexure A.
- 3.2. The first quarter reports should be submitted to the Provincial Treasury on or before Friday, **26 August 2016**. For more information, kindly liaise with Mr Caesar Twala at (013) 766 4224 or alternatively at e-mail address: ctwala@mpg.gov.za
- 3.3. Quarterly reports on the implementation of annual procurement plans for the subsequent quarters should be submitted to the Provincial Treasury by the 15th of the month following the end of the quarter.
- 3.4. The contents of this circular should be brought to the attention of Managers of the SCM Units at your respective institutions to expedite the process in preparation of the submissions.

Your co-operation is appreciated.

Regards


MS N.Z. NKAMBA
HEAD : PROVINCIAL TREASURY
DATE: 18/8 /2016

QUARTERLY REPORTING TEMPLATE ON THE IMPLEMENTATION OF ANNUAL PROCUREMENT PLANS BY DEPARTMENTS AND PUBLIC ENTITIES

NAME OF INSTITUTION : _____

PERIOD OF REPORTING : _____

Ref number	Project description	Bid number	Contracted service - provider	Contract value	Procurement method	Bid advert date	Bid closing date	Bid award date	Contract starting date	Contract expiry date
1.										
2.										
3.										
4.										

Compiler of information : _____ Designation : _____ Date : _____

Information certified to be correct in all respect by: _____ Signature : _____ Date : _____

Chief Financial Officer

Date : _____

Information approved to be correct in all respect by:

Head of Department/Chief Executive Officer

Date : _____