



PRONCIAL TREASURY CIRCULAR NO. 54 OF 2020

TO:-

DIRECTOR-GENERAL: OFFICE OF THE PREMIER OF MPUMALANGA: (MS SP XULU)
SECRETARY: PROVINCIAL LEGISLATURE OF MPUMALANGA: (MR L MWALE)
ALL HEADS OF DEPARTMENTS: MPUMALANGA PROVINCIAL DEPARTMENTS
ALL CHIEF EXECUTIVE OFFICERS: MPUMALANGA PROVINCIAL ENTITIES
ALL CHIEF FINANCIAL OFFICERS: MPUMALANGA PROVINCIAL DEPARTMENTS
ALL CHIEF FINANCIAL OFFICERS: MPUMALANGA PROVINCIAL ENTITIES

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

PROVINCIAL COVID 19 PROCUREMENT DISCLOSURE REPORTS

In line with the requirements of Section 217 of the Constitution of the Republic, the Mpumalanga Provincial Government is committed to transparency in public procurement. In our continued commitment towards clean governance and transparency, the Provincial Treasury will be compiling and publishing a Procurement Disclosure Report.

The report will detail personal protective equipment and expenditure (PPE) in Mpumalanga from 1 April 2020 – 30 June 2020, and quarterly reports will be compiled and publicly published thereafter. Sources of information to be used will be the LOGIS provisioning system and the Basic Accounting System (BAS), the information will then be matched against the National Treasury's Central Supplier Database (CSD) with respect to supplier information.

To give effect to this process, Departments and Entities we previously requested to create the Covid-19 Fund item on the system for ease of tracking payments made towards Covid-19. To strengthen this area, specific Covid-19 procurement registers should also be kept.

The following format should be used by Departments:

Column	Detail
Supplier Name	The supplier(s) from whom the goods and serviced were procured
Bid Name and Number	To be specified if from National or Provincial Bid
Item Description	Details of the Items procured
Payment Quantity	The number of Items purchased

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Last Unit of Measure	The size, volume, or composite quantity of items
Average Unit Price	Average cost per per individual unit paid by the Department/Entity
Date of Applicable NT Price	To cross reference National Treasury benchmark prices, this date must be used
Payment amount	Total amount paid to a particular supplier for a particular purchase

For the quarter ended 30 June 2020, Departments and Entities are hereby requested to submit the required information electronically by **5 August 2020** for the attention of Conja Ruthven at CHoon@mpg.gov.za / hconja@gmail.com & 071 673 1502 and Xolani Shongwe at xshongwe@mpg.gov.za / xolanishongwe0@gmail.com. The reports should be signed off by the Accounting Officers and the relevant Internal Audit Unit must confirm its validity, completeness and accuracy.

For the subsequent quarters, information should be submitted as follows:

Quarter 2 (ending September) : 7 October 2020
Quarter 3 (ending December) : 7 January 2020
Quarter 4 (ending March) : 7 April 2021

Kind Regards,


MS GUGU MASHITENG
HEAD: PROVINCIAL TREASURY
DATE: 30/07 2020