ITEM

BUDGET AND TREASURY OFFICE: SUPPLY CHAIN MANAGEMENT QUARTERLY REPORT FOR THE QUARTER ENDED 30 SEPTEMBER 2026

PURPOSE

The purpose of the report is to give feedback on the implementation of the Supply Chain Management policy for the quarter ended 30 September 2026.

BACKGROUND

The Municipal Supply Chain Regulation 6(3) as promulgated in Government Gazette Number 27636 of 30 May 2005 provides as follows:

> *"The council of a municipality must maintain oversight over the implementation of its supply chain management policy. For the purpose of such oversight the accounting officer must within ten (10) days of the end of each quarter, submit a report on the implementation of the supply chain management policy to the Mayor of the municipality"*

This report enables Council to provide an oversight over the implementation of the supply chain management policy to ensure that it is within the ambit of the applicable legislation by providing a detailed information in respect of compliance, challenges and any constraints that are or may be encountered during the implementation of the Supply Chain Management Policy.

DISCUSSION

1. Review of the Supply Chain Management Policy

In terms of Section 111 of the Local Government: Municipal Finance Management Act (Act No. 56 of 2003) each municipality must have and implement a Supply Chain Management Policy which gives effect to the provisions of Part 1 of Chapter 11 of the Act that deals with Supply Chain Management.

On 30 May 2005 the Municipal Supply Chain Management Regulations were promulgated. The West Rand District Municipality's Supply Chain Management Policy was approved in terms of these regulations by Council on 05 December 2011.

Regulation 3(1)(b), requires the Accounting Officer to review the SCM Policy at least once annually to ensure that it is aligned with new legislative requirements. The West Rand District Municipality's Supply Chain Management Policy was reviewed and adopted by council on the 28th May 2026.

2 Supply Chain Management Unit:

Regulation 7 states the following:

a. *Each municipality must establish a supply chain management unit to implement its supply chain management policy.*

b. *A supply chain management unit must, where possible, operate under the direct supervision of the Chief Financial Officer or an official to whom this duty has been delegated in terms of section 82 of the act (MFMA).*

The Supply Chain Management Unit in terms of the legislation is responsible for the following prescribed functions:

- Demand management;
- Acquisition management;
- Logistics management;
- Disposal management;
- Performance management; and
- Risk management.

2.1 Staff Complement

- Manager: Supply Chain Management
- Logistics and Disposal Officer
- Demand and Acquisitions Officer
- Coordinator: SCM (Position vacant since 1 January 2023)
- Two (02) Learners (Not permanent)

The three (03) permanent officials possess the required competency levels as per Section 119 of the MFMA.

2.2 SCM Staff Training

The SCM personnel did not attend any training during the first quarter.

3 Supply Chain Management Processes

3.1 Bid Committees

The following bid committees are established to allow for the smooth implementation of the competitive bidding process:

- ✓ Bid Specification Committee;
- ✓ Bid Evaluation Committee; and
- ✓ Bid Adjudication Committee

Members of all bid committees have been appointed by the Accounting Officer. The Accounting Officer reviews the appointment of bid committee members on an annual basis, and the latest review was on 01 July 2026.

Bid Committees deal with procurement requirements in excess of R200 000.00. The following members have been appointed to serve in the bid committees for the 2026/27 financial year.

- **Bid Specification Committee**

OFFICIAL	CAPACITY
Manager: Public Safety	Chairperson
Manager: Budget, Treasury & Asset Management	Member
Manager: Information and Communication Technology	Member
Acting Manager: Municipal Health Services	Member
Logistics and Disposal Officer	Member

- **Bid Evaluation Committee**

NAME OF OFFICIAL	CAPACITY
Acting Executive Director: Regional Planning & Economic Development	Chairperson
Manager: Revenue and Expenditure	Member
Manager: Waste & Environmental Management	Member
Demand & Acquisition Officer	Member

- **Bid Adjudication Committee**

NAME OF OFFICIAL	COMMITTEE MEMBER
Chief Financial Officer	Chairperson
Executive Director: Health & Social Development	Member
Executive Director: Public Safety	Member
Executive Director: Corporate Services	Member
Manager: Regional Planning & Performance Management	Member
Manager: Supply Chain Management	Member

3.2 Demand Management

The system of demand management allows for the proper analysis of needs, procurement planning, establishment of a credible supplier database, and drafting of unbiased specifications.

3.2.1 Approval of Procurement Plan

The objective of the Procurement Plan is to assist with the planning for the procurement of goods, services or infrastructure projects in a proactive manner and to move away from merely reacting to procurement requests.

The National Treasury Circular No. 62 requires municipalities to develop Procurement Plans for all procurement needs in excess R200 000.00. The Procurement Plan for the financial year 2026/2027 was approved on the 17th June 2026. Attached as **"Annexure 1"** is the Approved Procurement Plan for 2026/27 Financial Year.

3.2.3 Supplier Database

The municipality maintains a list of accredited providers of goods and services on its Integrated Financial Management System (IFMS). The list is updated on a quarterly basis to include any new additional prospective providers.

The National Treasury requires all government institutions to procure goods and services from businesses that are registered on the Central Suppliers Database (CSD). The West Rand District Municipality therefore utilises the CSD as part of the listing criteria for accrediting prospective providers in line with Regulation 14 of the Municipal Supply Chain Management Regulations.

The WRDM's SCM policy requires the supplier database to be reviewed on an annual basis and an invitation for listing as a prospective provider to be advertised at least once a year on newspapers commonly circulating locally, the municipal website and any appropriate other ways to reach out to interested potential suppliers. An invitation was sent out to existing suppliers to update their details, and to prospective suppliers to register on the Central Supplier Database and West Rand District Municipality Suppliers database. The following media platforms including the municipal website were used to invite suppliers:

Item	Newspaper	Date
1.	Sowetan	01/07/2026
2.	Randfontein Herald	07/07/2026
3.	Krugersdorp News	08/07/2026
4.	Carletonville Herald	09/07/2026

3.3 Acquisition Management

3.3.1 Range of procurement processes

The system of acquisition must allow for compliance with all the ranges of procurement as legislated. The following are the ranges of procurement:

Procurement Process	Value
Petty Cash Purchases	Up to R2 000 [VAT included]
Written Quotations (Three quotation System)	Over R2 000 [VAT included] up to R30 000 [VAT included]
Formal Written Price Quotations	Over R30 000 [VAT included] up to R200 000 [VAT included]
Competitive Bidding	Over R200 000 [VAT included] or Long-Term Contracts

All procurement of goods and services irrespective of thresholds is centralized and performed by the supply chain management office.

3.3.1 A total amount of **R 38 930.75** was spent on Petty Cash transactions as at 30 September 2026.

3.3.2 A total amount of **R 163 559.89** was awarded for transactions between R 2 000 and R 30 000. A detailed breakdown is attached as **"Annexure 2"** to this report.

3.3.3 A total amount of **R 169 000.00** was spent for transactions between R30 000 and R200 000. Attached as **"Annexure 3"** is the outcome.

3.3.4 A total amount of **R 481 234.49** was awarded for transactions over R200 000.00. The award was for the procurement of a 4 x 4 Single cab pick-up bakkie. Attached as **"Annexure 4"** is the detailed report.

3.3.2 Publication of Tender Results

Section 75(1) (g) of the Municipal Finance Management Act states that, "*The Accounting Officer of a municipality must place on the website all supply chain management contracts above a prescribed value*". All awards in excess of R200 000 are published on the municipal website.

3.3.3 Deviations

Regulation 36 of the Municipal Supply Chain Regulations allows for the Accounting Officer to dispense with SCM processes under one of the following circumstances:

(i) in an emergency;
(ii) if such goods or services are produced or available from a single provider
(iii) for the acquisition of special works of art or historical objects where specifications are difficult to compile;
(iv) acquisition of animals for zoos and/or nature and game reserves; or
(v) In any other exceptional case where it is impractical or impossible to follow the official procurement processes.

One (1) deviation occurred during the first quarter of the 2026/2027 financial year to the total amount of **R 16 410.00.** Attached as **"Annexure 5"** is the detailed information.

3.3.4 Unsolicited bids

There were no unsolicited bids proposed to the municipality during the first quarter.

3.4 Logistics Management

Logistics management is a key part of Supply Chain Management and primarily aims to control the movement and storage of materials and to process the associated transactions, including, receiving, safeguarding and issuing. The municipality has a storeroom where consumables are issued to departments.

The following consumables were kept at stores during the Quarter under review:

- Stationery;
- Cleaning materials

The stock count was conducted as per the 2026/2027 SDBIP First Quarter requirements for the quarter ended 30 September 2026. Attached as **"Annexure 6"** is the outcome of the Stock Count.

3.5 Disposal Management

The criteria for the disposal or letting of assets, including unserviceable, redundant or obsolete assets is subject to Section 14 of the Municipal Finance Management Act. No assets were disposed in the quarter under review.

3.6 Contract Management

Contract Management is the function within Supply Chain Management Unit that deals with all the administrative tasks pertaining to the management of the contracts procured through Supply Chain Management processes.

3.6.1 Supplier Performance Assessment

Section 116 (2) of Local Government: Municipal Finance Management Act (No.56 of 2003) provides as follows:

The accounting officer of a municipality must-

(a) take all reasonable steps to ensure that a contract or agreement procured through the supply chain management policy of the municipality is properly enforced;

(b) monitor on a monthly basis the performance of the contractor under the contract or agreement;

(c) establish capacity in the administration of the municipality-

(i) to assist the accounting officer in carrying out the duties set out in (a) and (b); and

(ii) to oversee the day-to-day management of the contract or agreement; and

(d) regularly report to the council of the municipality, as may be appropriate, on the management of the contract or agreement and the performance of the contractor.

The user departments are responsible for managing contracts in their respective departments in terms of the specifications and conditions contained in the approved contracts by means of the Supplier Evaluation Matrix which the municipality has developed, and on a quarterly basis report to SCM on the performance of their service providers. Below is a summary of the Contract Performance Register for the first quarter of the 2026/27 financial year.

The table below provides a summary of the suppliers' performance assessment:

Number of contracts assessed.	Number of suppliers whose performance were above average.	Number of suppliers whose performance were average and below.
21	21	0

3.6.2 Contract Register

All approved contracts awarded through SCM processes are registered in the Contract Management Register to monitor expenditure and contract end dates in order to commence with the procurement strategy on time. Attached as **"Annexure 7"** is the Contract Register for the first quarter.

3.6.3 Annual Procurement Plan Progress Report

The procurement of goods and services above R200 000 that was planned for the financial year has taken place through competitive bidding. Attached as **"Annexure 8"** is a detailed progress report for the first quarter.

LEGAL IMPLICATIONS

The report is compiled as required by Regulation 6 of the Municipal Supply Chain Regulations.

RECOMMENDATIONS:

1. That, in terms of Regulation 6(3) of the Municipal Supply Chain Regulations, as promulgated in Government Gazette Number 27636 of 30 May 2005, that cognizance be taken of the Supply Chain Management Report as at 30 September 2026, regarding the following:

    - Awards made for procurement needs up to R2 000
    - Awards made for procurement needs between R2 000 and R30 000
    - Awards made for procurement needs between R30 000 and R200 000
    - Tender Report
    - Stock Taking Report
    - Deviations Report
    - Supplier Performance Report and the updated Contract Register, and
    - Procurement Plan Progress Report

2. That, as required by Regulation 6(4) of the Municipal Supply Chain Regulations, promulgated in Government Gazette Number 27636 of 30 May 2005, that the report be made public in terms of Section 21A of the Municipal Systems Act

ANNEXURE 8

GAUTENG PROVINCE
PROVINCIAL TREASURY
REPUBLIC OF SOUTH AFRICA

WEST RAND DISTRICT MUNICIPALITY

SCHEDULE OF PROCUREMENT PLAN IN RESPECT OF ADVERTISED COMPETITIVE BIDS (GOODS, WORKS AND / OR SERVICES IN EXCESS OF R200 000 INCLUDING ALL APPLICABLE TAXES) FOR THE 2026/27 FINANCIAL YEAR

NAME OF MUNICIPALITY / MUNICIPAL ENTITY	WEST RAND DISTRICT MUNICIPALITY
NAME OF DELEGATED OFFICIAL	MR. Z. MPHAPHULI
SIGNATURE OF DELEGATED OFFICIAL	
DATE	17/06/2026
TELEPHONE NUMBER	(011) 411 5021
EMAIL ADDRESS	asegopolo@wrdm.gov.za

NO.	NAME OF PROJECT	DESCRIPTION OF GOODS, WORKS AND / OR SERVICES	MUNICIPAL AREA / WARD	BUDGET ALLOCATION / SOURCE	ESTIMATED BUDGET VALUE	SOURCE OF FUNDING	ESTIMATED CONTRACT DURATION	ENVISAGED DATE OF ADVERT	ENVISAGED CLOSING DATE OF BID	ENVISAGED DATE OF AWARD	RESPONSIBLE OFFICE / END USER	IMPLEMEI
1	Appointment of a Service Provider to Supply and Deliver Mobile Communication Services and Devices for the West Rand District Municipality	Appointment of a Service Provider to Supply and Deliver Mobile Communication Services and Devices for the West Rand District Municipality	WRDM	Operational Budget	R1,545,707.00	Operational Budget	24 Months	20-Jul-26	31-Jul-26	31-Aug-26	Corporate Services Directrorate	Annual
2	Procurement of a Vehicle and Fire Skid Unit for Fire Services for West Rand District Municipality	Procurement of a Vehicle and Fire Skid Unit for Fire Services for West Rand District Municipality	WRDM	Other Grants	R700 000.00	Conditional Grant	Once off	20-Jul-26	20-Aug-26	15-Sept-26	Department of Public Safety	Annual
3	Appointment of a Service Provider for Supply and Delivery of Public Safety Equipment for the West Rand District Municipality	Appointment of a Service Provider for Supply and Delivery of Public Safety Equipment for the West Rand District Municipality	WRDM	Operational Budget	R300 000.00	CRR	Once off	20-Jul-26	20-Aug-26	15-Sept-26	Department of Public Safety	Annual
4	Appointment of a Panel of Consulting Engineering Firms for a Period of Three (03) Years As and When Required.	Appointment of a Panel of Consulting Engineering Firms for a Period of Three (03) Years As and When Required.	WRDM	Operational Budget	R7,500,000.00	Equitable Share	3 Years	15-Aug-26	15-Sept-26	30-Oct-26	Department of Regional Planning and Economic Development	Annual
5	Apppointment of a Service Provider for Supply and Delivery of Pesticides at West Rand District Municipality for a Period of 24 Months	Apppointment of a Service Provider for Supply and Delivery of Pesticides at West Rand District Municipality for a Period of 24 Months	WRDM	Operational Budget	R 100,000.00	Equitable Share	24 Months	29-Sept-26	27-Oct-26	30-Nov-26	Health & Social Development	Annual
6	Appointment of a Contractor to Procure, Install, and Test Air Conditioners for the WRDM Building	Appointment of a Contractor to Procure, Install, and Test Air Conditioners for the WRDM Building	WRDM	Operational Budget	R 1,200,000.00	Equitable Share	Once off	29-Sept-26	27-Oct-26	30-Nov-26	Corporate Services Directrorate	Annual
7	Appointment of a Service Provider for Supply, Delivery and Installation of Air Conditioners and Re-gassing of Fire Suppression System in the West Rand District Municipality Server Room for a Period of 24 Months	Appointment of a Service Provider for Supply, Delivery and Installation of Air Conditioners and Re-gassing of Fire Suppression System in the West Rand District Municipality Server Room for a Period of 24 Months	WRDM	Operational Budget	R50,000.00	Operational Budget	24 Months	29-Sept-26	27-Oct-26	30-Nov-26	Corporate Services Directrorate	Annual
8	Appointment of a Service Provider for the Repairs and Maintenance of the Mayoral House	Appointment of a Service Provider for the Repairs and Maintenance of the Mayoral House	WRDM	Operational Budget	450,000.00	Equitable Share	Once off	13-Oct-26	07-Dec-26	11-Dec-26	Corporate Services Directorate	Annual
9	Appointment of A Panel of Contractors: Civil Works: Construction of Municipal Infrastructure within the Geographic Regions of West Rand District Municipality	Appointment of A Panel of Contractors: Civil Works: Construction of Municipal Infrastructure within the Geographic Regions of West Rand District Municipality	WRDM	Operational Budget	R 500,000.00	Other Grants	3 Years	13-Oct-26	07-Dec-26	11-Dec-26	Department of Regional Planning and Economic Development	Annual

NO.	NAME OF PROJECT	DESCRIPTION OF GOODS, WORKS AND / OR SERVICES	MUNICIPAL AREA / WARD	BUDGET ALLOCATION / SOURCE	ESTIMATED BUDGET VALUE	SOURCE OF FUNDING	ESTIMATED CONTRACT DURATION	ENVISAGED DATE OF ADVERT	ENVISAGED CLOSING DATE OF BID	ENVISAGED DATE OF AWARD	RESPONSIBLE OFFICE / END USER	IMPLEMEI
10	Appointment of a Service Provider to Valuate the Monetary Value for Two Ambient Air Quality Monitoring Stations Located at Leratong Hospital and Yarona Clinic.	Appointment of a Service Provider to Valuate the Monetary Value for Two Ambient Air Quality Monitoring Stations Located at Leratong Hospital and Yarona Clinic.	WRDM	Operational Budget	R 2,500,000.00	Other Grants	Once off	13-Oct-26	07-Dec-26	11-Dec-26	Health & Social Development	Annual
	Appointment of a Service Provider for the Provision of Quality Assurance and Acceptance Reporting Services for 10% Verification of Visual Condition Assessments	Appointment of a Service Provider for the Provision of Quality Assurance and Acceptance Reporting Services for 10% Verification of Visual Condition Assessments	WRDM	Grant	R 3,164,000.00	RRAMG	12 months	08-Dec-26	20-Jan-27	10-Feb-27	Department of Regional Planning and Economic Development	Annual
11	Appointment of a Service Provider for the Provision of Training Services for a Road and Traffic Safety Audit Programme for RRAMS Graduate Trainees	Appointment of a Service Provider for the Provision of Training Services for a Road and Traffic Safety Audit Programme for RRAMS Graduate Trainees	WRDM	Grant	R 3,164,000.00	RRAMG	12 months	08-Dec-26	20-Jan-27	10-Feb-27	Department of Regional Planning and Economic Development	Annual
12	Appointment of a Service provider for Supply and Delivery of Personal Protective Equipment (PPE) for Road Assessors and Associated Equipments for Sitework	Appointment of a Service provider for Supply and Delivery of Personal Protective Equipment (PPE) for Road Assessors and Associated Equipments for Sitework	WRDM	Grant	R 3,164,000.00	RRAMG	12 months	08-Dec-26	20-Jan-27	20-Feb-27	Department of Regional Planning and Economic Development	Annual
13	Appointment of a Service Provider for Supply and Delivery of Equipment for RRAMS	Appointment of a Service Provider for Supply and Delivery of Equipment for RRAMS	WRDM	Grant	R 3,164,000.00	RRAMG	12 months	08-Dec-26	20-Jan-27	31-Mar-27	Department of Regional Planning and Economic Development	Annual
14	Appointment of a Service provider to Perform Conditions Assessment on Movable and Infrastructure Assets of West Rand District Municipality (WRDM) and Ancillary Facilities	Appointment of a Service provider to Perform Conditions Assessment on Movable and Infrastructure Assets of West Rand District Municipality (WRDM) and Ancillary Facilities	WRDM	Operational Budget	R 200,000.00	Equitable Share	Once off	30-Apr-27	30-May-27	20-Jun-27	Department of Finance	Annual
15	Appointment of a Service provider to Supply, Deliver and Provide Support Services of Rural Roads Asset Management System Data Capturing Software and Associated Equipment	Appointment of a Service provider to Supply, Deliver and Provide Support Services of Rural Roads Asset Management System Data Capturing Software and Associated Equipment	WRDM	Grant	R 3,164,000.00	RRAMG	12 months	30-Apr-27	30-May-27	20-Jun-27	Department of Regional Planning and Economic Development	Annual

West Rand District Municipality

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BUDGET AND TREASURY OFFICE

"Annexure 2"

SUPPLY CHAIN MANAGEMENT UNIT

AWARDS OVER 2 000 – 30 000 FOR THE QUARTER ENDED 30 SEPTEMBER 2026: FINANCIAL YEAR 2026/27

No.	Order Number	Description	Name of Service Provider	Order Date	Function Name	Total Amount	Location of Service Provider
1	003942	Vetting & Screening for the position of Executive Director: Corporate Services	Ultimate Personnel Solutions	2026/09/17	Administrative and Corporate Support:Adm	R 7,016.38	Sandton
2	003941	Supply & Installation of New Down Lights in the Imbizo Chamber	Barend Holdings (Pty) Ltd	2026/09/09	Administrative and Corporate Support:Adm	R 27,655.32	Brandvlei
3	003935	Transportation to an Employee's Funeral in Snake Park	Mukovhe Trade (Pty) Ltd	2026/09/07	Administrative and Corporate Support:Adm	R 15,500.00	Magaliesburg
4	003931	Transporation to the Funerals of Two WRDM Employees in the North West and Mpumalanga Province	Ezka Tom Trading and Project	2026/08/20	Administrative and Corporate Support:Adm	R 28,500.00	Bekkersdal
5	003929	Catering for the West Rand District AIDS Council Meeting on the 21 August 2026	Tochi Business Enterprise	2026/08/12	Health Services:Health Services	R 22,040.00	Carletonville
6	003928	Transportation for the West Rand District AIDS Council Meeting on the 21 August 2026	Baberwa Projects	2026/08/12	Health Services:Health Services	R 24,000.00	Mohlakeng
7	003921	Actuarial Valuations (GRAP25) for the West Rand District Municipality	Arch Actuarial Consulting Cc	2026/07/21	Finance:Finance	R 24,380.00	Cape Town
8	003920	Valuation of Investment Property: Portion 2 of ERF 884, Randfontein	Mogalakwena Valuers	2026/07/21	Finance:Finance	R 8,468.19	Krugersdorp
9	003919	Repairing of Electrical Wiring Affecting the Infrastructure and Chief Whip Units	Pitso RP Projects	2026/07/13	Administrative and Corporate Support:Adm	R 6,000.00	Mohlakeng
					Total (Vat Incl.)	R 163,559.89	

West Rand District Municipality

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BUDGET AND TREASURY OFFICE

"Annexure 3"

SUPPLY CHAIN MANAGEMENT UNIT

RFQ AWARDS REPORT FOR THE QUARTER ENDED 30 SEPTEMBER 2026: FINANCIAL YEAR 2026/27

No.	Bid No:	DESCRIPTION	Name of Service Provider	Date of Advert	Closing Date	Date of Award	Turn Around Time	Bid Amount (Vat Incl.)	Location of Service Provider
1	WRDM/FIN/01/2026	Conditions Assessment on both Movable and Infrastructure Assets of WRDM Ancillary Facilities for 2025/26 Financial Year.	STAP Sigma Attest (Pty) Ltd.	23/07/2026	31/07/2026	06/08/2026	05 days	R 169,000.00	Centurion
							Total (Vat Incl.)	R 169,000.00	

West Rand District Municipality

BUDGET AND TREASURY OFFICE

"Annexure 4"

SUPPLY CHAIN MANAGEMENT UNIT

TENDER AWARDS REPORT FOR THE QUARTER ENDED 30 SEPTEMBER 2026: FINANCIAL YEAR 2026/27

No.	Tender No:	Description	Name of Service Provider	Date of Advert	Closing Date	Appointment Date	Turn around Time	Contrract Term	Bid Amount (Vat Incl.)	Location of Service Provider
1.	RT57- 2022	Supply and Delivery of one (01) 4x4 Single Cab Puck-up Truck for Fire and Rescue Services.	Isuzu South Africa Motors (Pty) Ltd.	N/A	27/01/2026	14/09/2026	N/A	Once off	R 481,234.49	Sunninghill
								Total (Vat Incl.)	R 481,234.49	

West Rand District Municipality

BUDGET AND TREASURY OFFICE

SUPPLY CHAIN MANAGEMENT UNIT

MFMA DEVIATIONS REPORT:FIRST QUARTER 30 SEPTEMBER 2026 - 2027

No:	Date	Service Provider	Amount	Department	Commodity	Category	Reason for Deviation
D1/26/27	03/08/2026	Coltri Compressors SA	R16,410.00	Public Safety	Service of Coltri Breathing Compressors	ii)	Goods, works or services are produced or available from a single service provider.
		Total (Vat Incl.)	**R 16,410.00**				

N.B: The following represent categories of deviations (MFMA Regulation 36)

i) Emergency

ii) If such goods, works or services are produced or available from a single service provider

iii) Acquisition of special works of art or historical objects where specifications are difficult to compile

iv) Acquisition of animals for zoos

v) Where it is impractical to follow SCM Processs

WEST RAND DISTRICT MUNICIPALITY

SUPPLY CHAIN MANAGEMENT UNIT

STOCK TAKING REPORT

1ST QUARTER JULY - SEPTEMBER 2026

ITEM NO	DESCRTIPTION	QUANTITY PER MUNSOFT	QUANTITY COUNTED	VARIANCE	F V
300001	PAPER A4 80 GSM WHITE	4	4	0	
300004	BOOKS-COUNTER A4	79	79	0	
300005	CD'S RECORDABLE	44	44	0	
300007	CORRECTION TAPE	20	20	0	
300008	CARTONS A4 COLOURED	19	19	0	
300041	EXAM PAD A4	85	85	0	
300043	FILES ACCESSIBLE	25	25	0	
300044	FILE FOLDERS	7	7	0	
300045	HIGHLIGHTERS	44	44	0	
300048	MAGIC CLIP (BOX)	8	8	0	
300049	MAGIC CLIP DISPENSER	18	18	0	
300050	MARKER ARTLINE	86	86	0	
300060	POST IT NOTES	24	24	0	
300063	PRESTIK	4	4	0	
300064	PUNCH	6	6	0	
300066	RUBBER BANDS	12	12	0	
300067	SCHMIDT REFILL P 900 F BLACK	43	43	0	
300068	STAPLERS	30	30	0	
300069	STAPLES	3	3	0	
300070	STAPLE REMOVER	14	14	0	
300071	SCISSORS	23	23	0	
300072	TELEROLLS	19	19	0	
300073	WHITE BOARD MARKERS	37	37	0	
300074	WHITE BOARD ERASER	8	8	0	
300076	PENS B/P PILOT BPS FINE BLUE	280	280	0	

300077	ENVELOPES BOX 114 X 162	12	12	0
300079	ENVELOPES 110 X 220	16	16	0
300082	PAPER CLIPS GIANT	11	11	0
300084	INDEX TABS	72	72	0
300085	STAMP PAD INK 300ML	9	9	0
300087	RING REINFORCEMENTS PVC 250'S	17	17	0
300090	FILE FASTENER	38	38	0
300091	CALCULATOR RIBBON	11	11	0
300092	CUBE REFILLS COLOURED	17	17	0
300093	PICTURE MOUSE PADS	5	5	0
300094	TIDY FILES-ARCHIVE	308	308	0
300100	ENVELOPES A5 SELF SEAL BOX	12	12	0
300101	BOOK-MANUSCRIPT A5	98	98	0
300102	TIPPEX CORRECTION FLUID	78	78	0
300103	FLIPCHART PADS	6	6	0
300107	POST-IT FLAGS BANDERITAS	20	20	0
300110	ENVELOPES 110 X 220 WINDOW BOX	10	10	0
300113	PAPER A4 80GSM BLUE	8	8	0
300114	FILE-QUOTATION(SOLID BACK,CLEAR FRON)	7	7	0
300116	PVC TRANSPARENT COVERS A4(0.18MM)	13	13	0
300121	PAPER A3 80G WHITE	3	3	0
300124	DVD +R VERBATIM	88	88	0
300139	STRIPS A4 (L54/29701492) WHITE	29	29	0
300149	MEMORY STICK	32	32	0
300153	CASETTE 90 MINUTES	25	25	0
300154	ENVELOPES A3	3	3	0
300184	FOLDBACK CLIPS 51MM	26	26	0
300185	FOLDBACK CLIPS 41MM	6	6	0
300186	FOLDBACK CLIPS 32MM	18	18	0
300187	FOLDBACK CLIPS 25MM	20	20	0
310007	DISHCLOTH	32	32	0
310009	DEO BLOCKS	41	41	0
310010	DISHWASHING LIQUID	64	64	0
310011	DISINFECTANT CLEANER	35	35	0
310012	DOMESTOS	64	64	0

310013	DOOM	14	14	0
310016	FURNITURE POLISH	64	64	0
310019	HANDY ANDY	75	75	0
310020	HAND SOAP LIQUID	30	30	0
310022	MUTTON CLOTH	2	2	0
310027	REFUSE BAGS BLACK	64	64	0
310029	TOILETPAPER 48'S	121	121	0
310033	WINDOWLENE	73	73	0
310037	SCOTCH BRITE	41	41	0
310038	GLOVES CLEANING	23	23	0
310045	TOILET DUCK	64	64	0
310046	WINDOW SQUEEGEE	10	10	0
310050	SWINGBIN BAGS KITCHEN	186	186	0
310054	FEATHER DUSTERS	28	28	0
310061	GARAGE ROLL	7	7	0
310068	PINE GEL	32	32	0
310071	DUST PAN LONG HANDLE	32	32	0
	BATCH 00055	**3062**	**3062**	**0**

Team 1: Tshepiso Mosia

Tshegofatso Motebe

Team 2: Lindokuhle Khohli

Dorcus Ramonetha

Sign Off: Niklaas Mofokeng

Felicia Ntuli



01 OCTOBER 2026

WestRand District Municipality

Stock Valuation Report

User : NIKLAAS MOFOKENG
Store Code : MC1 WestRand District Municipality
Product Type : 10 STATIONERY & CLEANING MATERIAL
Period : 202609
Major Cat : S STATIONERY & CLEANING MATERIAL
:

Part No & Desc	Veh	Min QOH	Max Re-order	QOH	QOO	Pend Iss	Avg. Cost	Value
300001 PAPER A4 80GSM WHITE		.0000	200.0000	4.00	210.00	.00	450.98	1,803.92
300004 BOOKS - COUNTER A4		.0000	.0000	79.00	.00	.00	29.91	2,362.76
300005 CD'S RECORDABLE		.0000	50.0000	44.00	100.00	.00	16.00	704.00
300007 CORRECTION TAPE		.0000	50.0000	20.00	.00	.00	22.64	452.79
300008 CARTONS A4 - COLOURED		.0000	500.0000	19.00	.00	.00	460.00	8,740.00
300041 EXAM PAD A4		.0000	200.0000	85.00	.00	.00	20.00	1,700.00
300043 FILES - ACCESSIBLE		.0000	100.0000	25.00	10.00	.00	45.00	1,125.00
300044 FILES - FOLDER		.0000	500.0000	7.00	.00	.00	600.00	4,200.00
300045 HIGHLIGHTERS		.0000	50.0000	44.00	.00	.00	63.74	2,804.50
300048 MAGIC CLIPS (BOX)		.0000	30.0000	8.00	.00	.00	12.61	100.92
300049 MAGIC CLIP DISPENSERS		.0000	30.0000	18.00	.00	.00	15.70	282.59
300050 MARKER ARTLINE		.0000	122.0000	86.00	.00	.00	14.23	1,223.52
300060 POST-IT NOTES		.0000	40.0000	24.00	.00	.00	30.00	720.00
300063 PRESTIK		.0000	15.0000	4.00	.00	.00	19.00	76.00
300064 PUNCH		.0000	5.0000	6.00	.00	.00	144.87	869.23
300066 RUBBER BANDS (BOX)		.0000	20.0000	12.00	.00	.00	32.54	390.52
300067 SCHMIDT REFILL P 900 F BLACK		.0000	.0000	43.00	.00	.00	23.93	1,028.99
300068 STAPLERS		.0000	.0000	30.00	.00	.00	65.00	1,950.00
300069 STAPLES		.0000	20.0000	3.00	.00	.00	35.09	105.28
300070 STAPLE REMOVER		.0000	15.0000	14.00	.00	.00	16.53	231.41
300071 SCISSORS		.0000	20.0000	23.00	.00	.00	30.00	690.00
300072 TELEROLLS		.0000	10.0000	19.00	.00	.00	65.00	1,235.00
300073 WHITE BOARD MARKERS		.0000	24.0000	37.00	.00	.00	5.73	212.02
300074 WHITE BOARD ERASER		.0000	10.0000	8.00	.00	.00	8.02	64.16
300076 PENS B/P PILOT BPS FINE BLUE		.0000	144.0000	280.00	.00	.00	11.83	3,313.63
300077 ENVELOPES 114 X 162		.0000	5.0000	12.00	.00	.00	84.93	1,019.14
300079 ENVELOPES 110 X 220		.0000	5.0000	16.00	.00	.00	78.31	1,252.96
300082 PAPER CLIPS GIANT		.0000	10.0000	11.00	.00	.00	19.60	215.60
300084 INDEX TABS		.0000	20.0000	72.00	.00	.00	9.65	694.80
300085 STAMP PAD INK 30ML		.0000	5.0000	9.00	.00	.00	6.42	57.78
300087 RING REINFORCEMENTS PVC 250'S		.0000	10.0000	17.00	.00	.00	4.37	74.29
300090 FILE FASTENER		.0000	3.0000	38.00	.00	.00	36.49	1,386.48
300091 CALCULATOR RIBBON		.0000	5.0000	11.00	.00	.00	48.76	536.36
300092 CUBE REFILLS COLOURED		.0000	.0000	17.00	50.00	.00	79.00	1,343.00
300093 PICTURE MOUSE PADS		.0000	5.0000	5.00	.00	.00	39.90	199.50
300094 TIDY FILES - ARCHIVE		.0000	100.0000	308.00	.00	.00	5.18	1,595.44
300100 ENVELOPES A5 SELF SEAL BOX		.0000	5.0000	12.00	.00	.00	145.57	1,746.78
300101 BOOK - MANUSCRIPT A5		.0000	50.0000	98.00	10.00	.00	11.30	1,107.84
300102 TIPPEX CORRECTION FLUID		.0000	30.0000	78.00	.00	.00	7.50	584.64
300103 FLIPCHART PADS		.0000	5.0000	6.00	2.00	.00	130.01	780.08

300107 POST-IT FLAGS BANDERITAS	.0000	10.0000	20.00	.00	.00	100.00	2,000.00
300110 ENVELOPES 110 X 220 WINDOW BOX	.0000	5.0000	10.00	.00	.00	82.96	829.60
300113 PAPER A4 80GSM BLUE	.0000	.0000	8.00	.00	.00	1000.00	8,000.00
300114 FILE - QUOTATION (SOLID BACK,CLEAR FRONT	.0000	5.0000	7.00	.00	.00	4.26	29.82
300116 PVC TRANSPARENT COVERS A4 (0.18MM)	.0000	5.0000	13.00	.00	.00	99.32	1,291.20
300121 PAPER A3 80G WHITE	.0000	5.0000	3.00	.00	.00	1015.63	3,046.89
300124 DVD +R VERBATIM	.0000	20.0000	88.00	.00	.00	10.79	949.68
300139 BINDER STRIPS A4(L54/29701492)WHITE	.0000	5.0000	29.00	.00	.00	474.70	13,766.30
300149 8 GB MEMORY STICK	.0000	5.0000	32.00	60.00	.00	130.00	4,160.00
300153 CASSETTE 90 MINUTES	.0000	.0000	25.00	.00	.00	10.95	273.75
300154 ENVELOPES A3	.0000	5.0000	3.00	.00	.00	499.79	1,499.37
300184 Foldback Clips 51mm	.0000	.0000	26.00	.00	.00	100.00	2,600.00
300185 Foldback Clips 41mm	.0000	.0000	6.00	.00	.00	70.00	420.00
300186 Foldback Clips 32mm	.0000	.0000	18.00	.00	.00	65.00	1,170.00
300187 Foldback Clips 25mm	.0000	.0000	20.00	.00	.00	110.00	2,200.00
310007 DISHCLOTH	.0000	5.0000	32.00	.00	.00	34.95	1,118.40
310009 DEO BLOCKS	.0000	5.0000	41.00	.00	.00	489.95	20,087.95
310010 DISHWASHING LIQUID	.0000	50.0000	64.00	.00	.00	24.95	1,596.80
310011 DISINFECTANT CLEANER	.0000	50.0000	35.00	.00	.00	49.39	1,728.54
310012 DOMESTOS	.0000	.0000	64.00	.00	.00	29.95	1,916.80
310013 DOOM	.0000	.0000	14.00	.00	.00	54.95	769.30
310016 FURNITURE POLISH	200.0000	150.0000	64.00	.00	.00	49.95	3,196.80
310019 HANDY ANDY	.0000	50.0000	75.00	.00	.00	28.54	2,140.54
310020 HAND SOAP LIQUID	.0000	.0000	30.00	.00	.00	94.39	2,831.61
310022 MUTTON CLOTH	.0000	5.0000	2.00	.00	.00	25.00	50.00
310027 REFUSE BAGS BLACK	.0000	50.0000	64.00	.00	.00	43.06	2,755.72
310029 TOILETPAPER 48'S	.0000	50.0000	121.00	.00	.00	305.30	36,941.75
310033 WINDOWLENE	.0000	.0000	73.00	.00	.00	39.95	2,916.35
310037 SCOTCH BRITE	.0000	.0000	41.00	.00	.00	39.95	1,637.95
310038 GLOVES - CLEANING	.0000	.0000	23.00	.00	.00	49.95	1,148.85
310045 TOILET DUCK	.0000	50.0000	64.00	.00	.00	34.95	2,236.80
310046 WINDOW SQUEEGEE	.0000	5.0000	10.00	.00	.00	182.99	1,829.88
310050 SWINGBIN BAGS KITCHEN	.0000	50.0000	186.00	.00	.00	48.47	9,014.69
310054 FEATHER DUSTERS	.0000	.0000	28.00	.00	.00	120.00	3,360.00
310061 GARAGE ROLL	.0000	.0000	7.00	.00	.00	230.00	1,610.00
310068 PINE GEL	50.0000	100.0000	32.00	.00	.00	134.95	4,318.40
310071 DUST PAN LONG HANDLE	25.0000	10.0000	32.00	.00	.00	74.95	2,398.40
							0.00
				TOTAL VALUATION			**196,823.07**

West Rand District Municipality
1st Quarter 30-Sep-26

Team 1: Tshegofatso Motebe

Tshepiso Mosia

BATCH 00055

STOCK TAKING

ITEM NO	DESCRTIPTION	Team 1 Count
300001	PAPER A4 80 GSM WHITE	4
300004	BOOKS-COUNTER A4	79
300005	CD'S RECORDABLE	44
300007	CORRECTION TAPE	20
300008	CARTONS A4 COLOURED	19
300041	EXAM PAD A4	85
300043	FILES ACCESSIBLE	25
300044	FILE FOLDERS	7
300045	HIGHLIGHTERS	44
300048	MAGIC CLIP (BOX)	8
300049	MAGIC CLIP DISPENSER	18
300050	MARKER ARTLINE	86
300060	POST IT NOTES	24
300063	PRESTIK	4
300064	PUNCH	6
300066	RUBBER BANDS	12
300067	SCHMIDT REFILL P 900 F BLACK	43
300068	STAPLERS	30
300069	STAPLES	3
300070	STAPLE REMOVER	14
300071	SCISSORS	23
300072	TELEROLLS	19
300073	WHITE BOARD MARKERS	37
300074	WHITE BOARD ERASER	9
300076	PENS B/P PILOT BPS FINE BLUE	230
300077	ENVELOPES BOX 114 X 162	12
300079	ENVELOPES 110 X 220	16
300082	PAPER CLIPS GIANT	11
300084	INDEX TABS	72
300085	STAMP PAD INK 300ML	9
300087	RING REINFORCEMENTS PVC 250'S	17
300090	FILE FASTENER	38
300091	CALCULATOR RIBBON	11
300092	CUBE REFILLS COLOURED	17
300093	PICTURE MOUSE PADS	5
300094	TIDY FILES-ARCHIVE	308
300100	ENVELOPES A5 SELF SEAL BOX	12
300101	BOOK-MANUSCRIPT A5	98
300102	TIPPEX CORRECTION FLUID	78
300103	FLIPCHART PADS	6
300107	POST-IT FLAGS BANDERITAS	20

300113	PAPER A4 80GSM BLUE	8
300114	FILE-QUOTATION(SOLID BACK,CLEAR FRON)	7
300116	PVC TRANSPARENT COVERS A4(0.18MM)	13
300121	PAPER A3 80G WHITE	3
300124	DVD +R VERBATIM	88
300139	STRIPS A4 (L54/29701492) WHITE	29
300149	MEMORY STICK	32
300153	CASETTE 90 MINUTES	25
300154	ENVELOPES A3	3
300184	FOLDBACK CLIPS 51MM	26
300185	FOLDBACK CLIPS 41MM	6
300186	FOLDBACK CLIPS 32MM	18
300187	FOLDBACK CLIPS 25MM	20
310007	DISHCLOTH	32
310009	DEO BLOCKS	41
310010	DISHWASHING LIQUID	64
310011	DISINFECTANT CLEANER	35
310012	DOMESTOS	64
310013	DOOM	14
310016	FURNITURE POLISH	64
310019	HANDY ANDY	75
310020	HAND SOAP LIQUID	30
310022	MUTTON CLOTH	2
310027	REFUSE BAGS BLACK	64
310029	TOILETPAPER 48'S	121
310033	WINDOWLENE	73
310037	SCOTCH BRITE	41
310038	GLOVES CLEANING	23
310045	TOILET DUCK	64
310046	WINDOW SQUEEGEE	10
310050	SWINGBIN BAGS KITCHEN	156
310054	FEATHER DUSTERS	28
310061	GARAGE ROLL	7
310068	PINE GEL	32
310071	DUST PAN LONG HANDLE	32
	BATCH 00055	

West Rand District Municipality
1st Quarter 30-Sep-26

Team 1: Tshegofatso Motebe

Tshepiso Mosia

BATCH 00055

STOCK TAKING

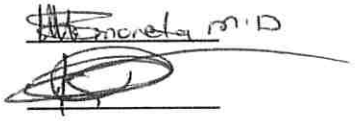
ITEM NO	DESCRTIPTION	Team 1 Count
300001	PAPER A4 80 GSM WHITE	4
300004	BOOKS-COUNTER A4	79
300005	CD'S RECORDABLE	44
300007	CORRECTION TAPE	20
300008	CARTONS A4 COLOURED	19
300041	EXAM PAD A4	85
300043	FILES ACCESSIBLE	25
300044	FILE FOLDERS	7
300045	HIGHLIGHTERS	44
300048	MAGIC CLIP (BOX)	8
300049	MAGIC CLIP DISPENSER	18
300050	MARKER ARTLINE	86
300060	POST IT NOTES	24
300063	PRESTIK	4
300064	PUNCH	6
300066	RUBBER BANDS	12
300067	SCHMIDT REFILL P 900 F BLACK	43
300068	STAPLERS	30
300069	STAPLES	3
300070	STAPLE REMOVER	14
300071	SCISSORS	23
300072	TELEROLLS	19
300073	WHITE BOARD MARKERS	37
300074	WHITE BOARD ERASER	8
300076	PENS B/P PILOT BPS FINE BLUE	280
300077	ENVELOPES BOX 114 X 162	12
300079	ENVELOPES 110 X 220	16
300082	PAPER CLIPS GIANT	11
300084	INDEX TABS	72
300085	STAMP PAD INK 300ML	9
300087	RING REINFORCEMENTS PVC 250'S	17
300090	FILE FASTENER	38
300091	CALCULATOR RIBBON	11
300092	CUBE REFILLS COLOURED	17
300093	PICTURE MOUSE PADS	5
300094	TIDY FILES-ARCHIVE	308
300100	ENVELOPES A5 SELF SEAL BOX	12
300101	BOOK-MANUSCRIPT A5	98
300102	TIPPEX CORRECTION FLUID	78
300103	FLIPCHART PADS	6
300107	POST-IT FLAGS BANDERITAS	20

300113	PAPER A4 80GSM BLUE	8
300114	FILE-QUOTATION(SOLID BACK,CLEAR FRON)	7
300116	PVC TRANSPARENT COVERS A4(0.18MM)	13
300121	PAPER A3 80G WHITE	3
300124	DVD +R VERBATIM	88
300139	STRIPS A4 (L54/29701492) WHITE	29
300149	MEMORY STICK	32
300153	CASETTE 90 MINUTES	25
300154	ENVELOPES A3	3
300184	FOLDBACK CLIPS 51MM	26
300185	FOLDBACK CLIPS 41MM	6
300186	FOLDBACK CLIPS 32MM	18
300187	FOLDBACK CLIPS 25MM	20
310007	DISHCLOTH	32
310009	DEO BLOCKS	41
310010	DISHWASHING LIQUID	64
310011	DISINFECTANT CLEANER	35
310012	DOMESTOS	64
310013	DOOM	14
310016	FURNITURE POLISH	64
310019	HANDY ANDY	75
310020	HAND SOAP LIQUID	30
310022	MUTTON CLOTH	2
310027	REFUSE BAGS BLACK	64
310029	TOILETPAPER 48'S	121
310033	WINDOWLENE	73
310037	SCOTCH BRITE	41
310038	GLOVES CLEANING	23
310045	TOILET DUCK	64
310046	WINDOW SQUEEGEE	10
310050	SWINGBIN BAGS KITCHEN	186
310054	FEATHER DUSTERS	28
310061	GARAGE ROLL	7
310068	PINE GEL	32
310071	DUST PAN LONG HANDLE	32
	BATCH 00055	

West Rand District Municipality
1st Quarter 30-Sep-26

Team 2: Dorcus Ramonetha

Lindokuhle Khohli



BATCH 00055

STOCK TAKING

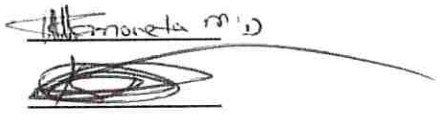
ITEM NO	DESCRTIPTION	Team 2 Count
300001	PAPER A4 80 GSM WHITE	04
300004	BOOKS-COUNTER A4	79
300005	CD'S RECORDABLE	44
300007	CORRECTION TAPE	20
300008	CARTONS A4 COLOURED	19
300041	EXAM PAD A4	85
300043	FILES ACCESSIBLE	25
300044	FILE FOLDERS	07
300045	HIGHLIGHTERS	44
300048	MAGIC CLIP (BOX)	08
300049	MAGIC CLIP DISPENSER	18
300050	MARKER ARTLINE	86
300060	POST IT NOTES	24
300063	PRESTIK	04
300064	PUNCH	06
300066	RUBBER BANDS	12
300067	SCHMIDT REFILL P 900 F BLACK	43
300068	STAPLERS	30
300069	STAPLES	03
300070	STAPLE REMOVER	14
300071	SCISSORS	23
300072	TELEROLLS	19
300073	WHITE BOARD MARKERS	37
300074	WHITE BOARD ERASER	08
300076	PENS B/P PILOT BPS FINE BLUE	280
300077	ENVELOPES BOX 114 X 162	12
300079	ENVELOPES 110 X 220	16
300082	PAPER CLIPS GIANT	11
300084	INDEX TABS	72
300085	STAMP PAD INK 300ML	09
300087	RING REINFORCEMENTS PVC 250'S	17
300090	FILE FASTENER	38
300091	CALCULATOR RIBBON	11
300092	CUBE REFILLS COLOURED	17
300093	PICTURE MOUSE PADS	05
300094	TIDY FILES-ARCHIVE	308
300100	ENVELOPES A5 SELF SEAL BOX	12
300101	BOOK-MANUSCRIPT A5	98
300102	TIPPEX CORRECTION FLUID	78
300103	FLIPCHART PADS	06
300107	POST-IT FLAGS BANDERITAS	20

300113	PAPER A4 80GSM BLUE	08
300114	FILE-QUOTATION(SOLID BACK,CLEAR FRON)	07
300116	PVC TRANSPARENT COVERS A4(0.18MM)	13
300121	PAPER A3 80G WHITE	03
300124	DVD +R VERBATIM	88
300139	STRIPS A4 (L54/29701492) WHITE	29
300149	MEMORY STICK	32
300153	CASETTE 90 MINUTES	25
300154	ENVELOPES A3	03
300184	FOLDBACK CLIPS 51MM	26
300185	FOLDBACK CLIPS 41MM	06
300186	FOLDBACK CLIPS 32MM	18
300187	FOLDBACK CLIPS 25MM	20
310007	DISHCLOTH	32
310009	DEO BLOCKS	41
310010	DISHWASHING LIQUID	64
310011	DISINFECTANT CLEANER	35
310012	DOMESTOS	64
310013	DOOM	44
310016	FURNITURE POLISH	64
310019	HANDY ANDY	75
310020	HAND SOAP LIQUID	30
310022	MUTTON CLOTH	02
310027	REFUSE BAGS BLACK	64
310029	TOILETPAPER 48'S	121
310033	WINDOWLENE	73
310037	SCOTCH BRITE	41
310038	GLOVES CLEANING	23
310045	TOILET DUCK	64
310046	WINDOW SQUEEGEE	10
310050	SWINGBIN BAGS KITCHEN	186
310054	FEATHER DUSTERS	28
310061	GARAGE ROLL	07
310068	PINE GEL	32
310071	DUST PAN LONG HANDLE	32
	BATCH 00055	3062

West Rand District Municipality
1st Quarter 30-Sep-26

Team 2: Dorcus Ramonetha

Lindokuhle Khohli



BATCH 00055

STOCK TAKING

ITEM NO	DESCRTIPTION	Team 2 Count
300001	PAPER A4 80 GSM WHITE	04
300004	BOOKS-COUNTER A4	79
300005	CD'S RECORDABLE	44
300007	CORRECTION TAPE	20
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300041	EXAM PAD A4	85
300043	FILES ACCESSIBLE	25
300044	FILE FOLDERS	07
300045	HIGHLIGHTERS	44
300048	MAGIC CLIP (BOX)	08
300049	MAGIC CLIP DISPENSER	18
300050	MARKER ARTLINE	86
300060	POST IT NOTES	24
300063	PRESTIK	04
300064	PUNCH	06
300066	RUBBER BANDS	12
300067	SCHMIDT REFILL P 900 F BLACK	43
300068	STAPLERS	30
300069	STAPLES	03
300070	STAPLE REMOVER	14
300071	SCISSORS	23
300072	TELEROLLS	19
300073	WHITE BOARD MARKERS	37
300074	WHITE BOARD ERASER	08
300076	PENS B/P PILOT BPS FINE BLUE	280
300077	ENVELOPES BOX 114 X 162	12
300079	ENVELOPES 110 X 220	16
300082	PAPER CLIPS GIANT	11
300084	INDEX TABS	72
300085	STAMP PAD INK 300ML	09
300087	RING REINFORCEMENTS PVC 250'S	17
300090	FILE FASTENER	38
300091	CALCULATOR RIBBON	11
300092	CUBE REFILLS COLOURED	17
300093	PICTURE MOUSE PADS	05
300094	TIDY FILES-ARCHIVE	308
300100	ENVELOPES A5 SELF SEAL BOX	12
300101	BOOK-MANUSCRIPT A5	98
300102	TIPPEX CORRECTION FLUID	78
300103	FLIPCHART PADS	06
300107	POST-IT FLAGS BANDERITAS	20

300113	PAPER A4 80GSM BLUE	08
300114	FILE-QUOTATION(SOLID BACK,CLEAR FRON)	07
300116	PVC TRANSPARENT COVERS A4(0.18MM)	13
300121	PAPER A3 80G WHITE	03
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300139	STRIPS A4 (L54/29701492) WHITE	29
300149	MEMORY STICK	37
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300154	ENVELOPES A3	03
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300185	FOLDBACK CLIPS 41MM	06
300186	FOLDBACK CLIPS 32MM	18
300187	FOLDBACK CLIPS 25MM	20
310007	DISHCLOTH	32
310009	DEO BLOCKS	41
310010	DISHWASHING LIQUID	64
310011	DISINFECTANT CLEANER	35
310012	DOMESTOS	64
310013	DOOM	14
310016	FURNITURE POLISH	64
310019	HANDY ANDY	75
310020	HAND SOAP LIQUID	30
310022	MUTTON CLOTH	02
310027	REFUSE BAGS BLACK	64
310029	TOILETPAPER 48'S	121
310033	WINDOWLENE	73
310037	SCOTCH BRITE	41
310038	GLOVES CLEANING	23
310045	TOILET DUCK	64
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310050	SWINGBIN BAGS KITCHEN	186
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310061	GARAGE ROLL	07
310068	PINE GEL	32
310071	DUST PAN LONG HANDLE	32
	BATCH 00055	

West Rand District Municipality

GAUTENG

BUDGET AND TREASURY OFFICE

SUPPLY CHAIN MANAGEMENT UNIT

"Annexure 7"

CONTRACT REGISTER FOR THE QUARTER ENDED 30 SEPTEMBER 2026: FINANCIAL YEAR 2026/27

No.	Contract No:	Name of Contractor	Description of Goods/ Services	Date of Award	Contract Start Date	Contract End Date	Contract Duration	Contract Extension	Total Contract Value	Comments	Business Unit/ End-User	Contract Manager	Telephone Number	E-mail Address
1	WR/FIN/10/17	Munsoft (Pty) Ltd.	MScoa Financial Software and System	16/08/2022	16/08/2022	15/08/2025	36 Months	16/08/2025 - 15/08/2028	As per agreed Rates	Active. The initial contract agreement commenced in 2017. The contract was extended in 2022 for another 36 months in 2025	Corporate Services	G. Magole	011 411 5016	gmagole@wrdm.gov.za
2	WR/FIN/11/23	Standard Bank	Provision of Banking Services for a period of five (05) years.	30/06/2023	01/08/2023	31/07/2028	60 Months	None	As per agreed Rates	Active	Budget and Treasury	D. Monamoli	(011) 411 5068	dmonamoli@wrdm.gov.za
3	WR/FIN/15/23	Sylver Lake Trading (Pty) Ltd. T/A Opulentia Financial Services	Provision of Insurance Services for a period of three (03) years.	30/06/2023	01/07/2023	30/06/2026	36 Months	None	As per agreed Rates	Active	Fleet Management	D. Monamoli	(011) 411 5068	dmonamoli@wrdm.gov.za
4	WR/FIN/07/2024	Ctrack Fleet Management Solutions (Pty) Ltd.	Supply, Installation and Monitoring of vehicle tracking system for a period of three (3) years	26/09/2023	01/10/2023	30/09/2026	36 Months	None	R140 056,20	Active	Fleet Management	D. Raphulu	(011) 411 5069	draphulu@wrdm.gov.za

	Contract No:	Name of Contractor	Description of Supply/ Service	Date of Award	Contract Start Date	Contract End Date	Contract Duration	Contract Extension	Total Contract Value	Comments	Business Unit/ End-User	Contract Manager	Telephone Number	Email Address
5	WR/CORP/06/2024	CNetworks Consulting (Pty) Ltd.	Hosting and Enhancing the WRDM Website for a period of thirty six (36) Months.	09/10/2023	12/12/2023	11/12/2026	36 Months	None	R86,733.00	Active	Corporate Services	L. Thotse	(011) 411 5061	lthotse@wrdm.gov.za
6	WR/CORP/21/23	1.Khomotso Consulting 2. Connect the Dots Training & Consulting CC. 3. Southern African Youth Movement 4. Melatrend Management Consultancy 5. Resonance Institute of Learning 6. Nomagwanishe Investments CC 7. Edu-Fleet 8. African Global Skills Academy 9. Bantubanye Investments CC 10. PMA Holding (Pty) Ltd 11. Vala Nge Bhetshu Human Capital Development 12. Thomani Technology Solutions 13. Nyankwavi Investment CC	The appointment of a panel of accredited training providers is required for the implementation of all LGSETA learning programmes for all departments of west rand district municipality on an as and when required basis for a period of three (3) years	19/04/2024	01/05/2024	30/04/2027	36 Months	None	As per agreed Rates	Active	Corporate Services	M. Goreoang	(011) 411 5098	mgoreoang@wrdm.gov.za
7	WR/CORP/22/24	1. Epitomely PRM (Pty) Ltd 2. Whoodoo Media and Advertising (Pty) Ltd. 3. Kwanza Communications (Pty) Ltd. 4. Explohill Advertising and Media (Pty) Ltd. 5. Best Enough Trading & Projects 579 (Pty) Ltd.	Advertising Agencies for the Placement of Tender Advertisement in the Printed Media on an as and when Required Basis for a Period not Exceeding Three (3) Years	15/07/2024	01/08/2024	31/07/2027	36 Months	None	As per agreed Rates	Active	Corporate Services	C. Mohlala	(011) 411 5062	cmohlala@wrdm.gov.za
8	RT3-2022	Apex (Pty) Ltd.	Supply, delivery, commissioning and maintenance of office automation equipment	26/09/2024	01/10/2024	30/09/2027	36 Months	None	R1,910,427.84	Active	Corporate Services	G. Magole	011 411 5016	gmagole@wrdm.gov.za
9	WR/MHS/26/24	Faith Funeral Home CC.	Provision of Paupers Burial Services for the Period of Three (03) Years	13/12/2024	06/01/2025	05/01/2028	36 Months	None	R3 750.00 Per adult body R 1 750.00 Per fetus R 1 900.00 For Body parts	Active	Municipal Health Services	K Rankholu	(011) 411 5224	krankholu@wrdm.gov.za
10	WR/CORP/01/25	1. Mphoke PK Magano Inc 2. De Swardt Myambo Hlahla Attorneys 3. Nandi Bulabula Inc. 4. Ncube Incorporators Attorneys 5. Mpoyana Ledwaba Inc. Attorneys 6. Lizel Venter Attorneys 7. Mudau & Netshipise Attorneys and Notaries 8. Makhafola Inc. Attorneys & Conveyancers	Appointment of a Panel of Attorneys for the West Rand District Municipality for a Period of Three (3) Years. Makhafola Inc. Attorneys & Conveyancers	20/02/2025	01/03/2025	31/12/2028	36 Months	None	As per agreed Rates	Active	Corporate Services	G. Magole	011 411 5016	gmagole@wrdm.gov.za
11	WR/RPED/08/25	Appointment of a Panel of Travel Agencies for the West Rand District Municipality for a Period of 36 Months.	1. Hotel and Tourism Investment (Pty) Ltd T/A XL Aerocity. 2. Travel with Flair Johannesburg (Pty) Ltd. 3. Zenzile Nyambi Holdings & Investment (Pty) Ltd.	26/06/2025	01/07/2025	30/06/2028	36 Months	None	As per agreed Rates	Active	Regional Planning & Economic Development	Z. Mphaphuli	011 411 5099	zmphaphuli@wrdm.gov.za
12	WR/PS/04/25	Appointment of a Panel of Service Providers for Supply and Delivery of Operational Uniform, PPE and Corporate Clothing for all Departments of the West Rand District Municipality on an as And when Required Basis for a Period of Three (3) Years.	1. Khuno Trading (Pty) Ltd. 2. Mat K (Pty) Ltd.	26/06/2025	01/07/2025	30/06/2028	36 Months	None	As per agreed Rates	Active	Public Safety	N. Kahts	011 411 5099	nkahts@wrdm.gov.za
13	WR/RPED/09/25	Appointment of a Service Provider for the Production and Management of the Go West Heritage Festival for a Period of	ZenOne Productions (Pty) Ltd.	01/08/2025	01/09/2025	31/08/2028	36 Months	None	As per rates	Active	Regional Planning & Economic Development	Z. Mphaphuli	011 411 5187	zmphaphuli@wrdm.gov.za
14	WR/FIN/07/25	Appointment Of A Panel Of Service Providers For The Financial Resources Mobilisation And Revenue Enhancement Strategies For The West Rand District Municipality For A Period Of Three (3) Years.	1. Rathe Consulting 2. Maximum Profit Recovery 3. Greemaso Holdings (Pty) Ltd 4. PK Financial Consultants 5. Mamadi & Company SA (Pty) Ltd 6. Mokibelo Advisory 7. Bofin Consulting Group 8. Sisimile Engineering 9. Thabia Consulting t/a PWD Experts Diversified Engineering 10. Civbiz Group	22/07/2025	01/08/2025	31/07/2028	36 Months	None	As per rates	Active	Finance Department	D. Monamoli	(011) 411 5068	dmonamoli@wrdm.gov.za
15	WR/CORP/01/25	Panel of Service Providers for the Vehicle Maintenance, Services and Repairs.	1. Marce Projects (Pty) Ltd 1. Vexoscore Fire (Pty) Ltd 3. Mjimara Auto Wheels (Pty) Ltd 4. Twananani Trading Enterprise t/a Honeydew Autotronic 5. Shalakho Trading and Projects	12/08/2025	15/10/2025	30/10/2028	36 Months	None	As per agreed rates	Active	Finance Department	D. Monamoli	(011) 411 5068	dmonamoli@wrdm.gov.za

			6. Zibondiwe Mechanical Repairs and Projects														
16	RT15-2021	Supply of Mobile Communication Services	Vodacom (Pty) Ltd.	01/09/2025	01/09/2025	31/08/2026	12 Months		None	R	2,049,008.16	Active	Corporate Services	L. Thotse	(011) 411 5224	lthotse@wrdm.gov.za

No.	Contract No:	Name of Contractor	Description of Supply/ Service	Date of Award	Contract Start Date	Contract End Date	Contract Duration	Contract Extension	Total Contract Value	Comments	Business Unit/ End-User	Contract Manager	Telephone Number	Email Address
17	WR/CORP/11/25	Appointment of a Panel of Service Providers to Provide ICT Goods and Services for a Period of Three Years.	1. PEO Information Technologies (Pty) Ltd 2.Destiny Global Technology 3.Diopoint (Pty) Ltd 4.Makteck Enterprise 5. 4K Jenga Group (Pty) Ltd 6. Lehakwe Business Solutions (Pty) Ltd 7. Verico Networks (Pty) Ltd 8. Sage Computer Technologies (Pty) Ltd 9. Emalangeni Technologies (Pty) Ltd 10. Ndondo Holdings (Pty) Ltd 11. Invoke Solutions (Pty) Ltd 12. CA Computer Solutions International CC 13. Hash Topic (Pty) Ltd 14. Dido Digital Documents 15. Ngoba Technologies and Beyond 16. Business Connexion (Pty) Ltd	10/11/2025	01/03/2026	28/02/2029	36 Months	None	As per rates	Active	Corporate Services	L. Thotse	(011) 411 5224	lthotse@wrdm.gov.za
18	WR/CORP/01/25-26	Repairs of the West Rand District Municipal Building Roof including Replacement of Gutters, Sheets and Skylights – Phase 1.	Mohale Road Maintenance & Projects (Cc.)	08/12/2025	12/01/2026	12/06/2026	6 Months	None	R 2,819,115.75	Active	Corporate Services	G. Magole	011 411 5016	gmagole@wrdm.gov.za
19	WR/RPED/10/25	Request for Proposals from a Private Entity to Use, Control and Manage the Donaldson Dam for a Period of Nine (9) Years and Eleven (11) Months.	Fireshine (Pty) Ltd.	08/12/2025	02/02/2026	02/01/2036	Nine (9) Years and Eleven (11) Months.	None	As per rates	Active	Regional Planning & Eco	Z. Mphaphuli	011 411 5099	zmphaphuli@wrdm.gov.za
20	WR/RPED/02/25-26	Appointment of a Security Service Provider to Provide 24-Hour Security Services for the West Rand District Municipality (WRDM) for a Period Of 36 Months.	Red Ant Security Relocation and Eviction Services (Pty) Ltd.	25/02/2026	01/03/2026	28/02/2029	36 Months	None	R 9,879,504.32	Active	Public Safety	M. Garane	114,115,281	mgarane@wrdm.gov.za
21	WR/FIN/04/25-26	Appointment of Experienced Insurance Brokers to Provide Short-Term Insurance Services to the West Rand District Municipality (WRDM) for a Period Three (03) Years	Kunene Makopo Risk Solutions	24/06/2026	01/07/2026	30/06/2029	36 Months	None	R 2,661,329.03	Active	Finance Department	S. Ngobese	114,115,015	sngobese@wrdm.gov.za

WEST RAND DISTRICT MUNICIPALITY

PROCUREMENT PLAN PROGRESS REPORT AS AT 30 SEPTEMBER 2026

NO.	NAME OF PROJECT	DESCRIPTION OF GOODS, WORKS AND / OR SERVICES	MUNICIPAL AREA / WARD	BUDGET ALLOCATION / SOURCE	ESTIMATED BUDGET VALUE	SOURCE OF FUNDING	ESTIMATED CONTRACT DURATION	ENVISAGED DATE OF ADVERT	ENVISAGED CLOSING DATE OF BID	ENVISAGED DATE OF AWARD	RESPONSIBLE OFFICE / END USER	IMPLEMENTATION	PROGRESS
1	Appointment of a Service Provider to Supply and Deliver Mobile Communication Services and Devices for the West Rand District Municipality	Appointment of a Service Provider to Supply and Deliver Mobile Communication Services and Devices for the West Rand District Municipality	WRDM	Operational Budget	R1,545,707.00	Operational Budget	24 Months	20-Jul-26	31-Jul-26	31-Aug-26	Corporate Services Directrorate	Annual Budget	In progress
2	Procurement of a Vehicle and Fire Skid Unit for Fire Services for West Rand District Municipality	Procurement of a Vehicle and Fire Skid Unit for Fire Services for West Rand District Municipality	WRDM	Other Grants	R700 000.00	Conditional Grant	Once off	20-Jul-26	20-Aug-26	15-Sep-26	Department of Public Safety	Annual Budget	Awarded on 14 September 2026 through a transversal contract
3	Appointment of a Service Provider for Supply and Delivery of Public Safety Equipment for the West Rand District Municipality	Appointment of a Service Provider for Supply and Delivery of Public Safety Equipment for the West Rand District Municipality	WRDM	Operational Budget	R300 000.00	CRR	Once off	20-Jul-26	20-Aug-26	15-Sep-26	Department of Public Safety	Annual Budget	In progress
4	Appointment of a Panel of Consulting Engineering Firms for a Period of Three (03) Years As and When Required.	Appointment of a Panel of Consulting Engineering Firms for a Period of Three (03) Years As and When Required.	WRDM	Operational Budget	R7,500,000.00	Equitable Share	3 Years	15-Aug-26	15-Sep-26	30-Oct-26	Department of Regional Planning and Economic Development	Annual Budget	Awaiting specifications from user
5	Apppointment of a Service Provider for Supply and Delivery of Pesticides at West Rand District Municipality for a Period of 24 Months	Apppointment of a Service Provider for Supply and Delivery of Pesticides at West Rand District Municipality for a Period of 24 Months	WRDM	Operational Budget	R 100,000.00	Equitable Share	24 Months	29-Sep-26	27-Oct-26	30-Nov-26	Health & Social Development	Annual Budget	Awaiting specifications from user
6	Appointment of a Contractor to Procure, Install, and Test Air Conditioners for the WRDM Building	Appointment of a Contractor to Procure, Install, and Test Air Conditioners for the WRDM Building	WRDM	Operational Budget	R 1,200,000.00	Equitable Share	Once off	29-Sep-26	27-Oct-26	30-Nov-26	Corporate Services Directrorate	Annual Budget	Awaiting specifications from user
7	Appointment of a Service Provider for Supply, Delivery and Installation of Air Conditioners and Re-gassing of Fire Suppression System in the West Rand District Municipality Server Room for a Period of 24 Months	Appointment of a Service Provider for Supply, Delivery and Installation of Air Conditioners and Re-gassing of Fire Suppression System in the West Rand District Municipality Server Room for a Period of 24 Months	WRDM	Operational Budget	R50,000.00	Operational Budget	24 Months	29-Sep-26	27-Oct-26	30-Nov-26	Corporate Services Directrorate	Annual Budget	Awaiting specifications from user
8	Appointment of a Service Provider for the Repairs and Maintenance of the Mayoral House	Appointment of a Service Provider for the Repairs and Maintenance of the Mayoral House	WRDM	Operational Budget	450,000.00	Equitable Share	Once off	13-Oct-26	7-Dec-26	11-Dec-26	Corporate Services Directorate	Annual Budget	In progress
9	Appointment of A Panel of Contractors: Civil Works: Construction of Municipal Infrastructure within the Geographic Regions of West Rand District Municipality	Appointment of A Panel of Contractors: Civil Works: Construction of Municipal Infrastructure within the Geographic Regions of West Rand District Municipality	WRDM	Operational Budget	R 500,000.00	Other Grants	3 Years	13-Oct-26	7-Dec-26	11-Dec-26	Department of Regional Planning and Economic Development	Annual Budget	To be implemented
10	Appointment of a Service Provider to Valuate the Monetary Value for Two Ambient Air Quality Monitoring Stations Located at Leratong Hospital and Yarona Clinic.	Appointment of a Service Provider to Valuate the Monetary Value for Two Ambient Air Quality Monitoring Stations Located at Leratong Hospital and Yarona Clinic.	WRDM	Operational Budget	R 2,500,000.00	Other Grants	Once off	13-Oct-26	7-Dec-26	11-Dec-26	Health & Social Development	Annual Budget	To be implemented

NO.	NAME OF PROJECT	DESCRIPTION OF GOODS, WORKS AND / OR SERVICES	MUNICIPAL AREA / WARD	BUDGET ALLOCATION / SOURCE	ESTIMATED BUDGET VALUE	SOURCE OF FUNDING	ESTIMATED CONTRACT DURATION	ENVISAGED DATE OF ADVERT	ENVISAGED CLOSING DATE OF BID	ENVISAGED DATE OF AWARD	RESPONSIBLE OFFICE / END USER	IMPLEMENTATION	PROGRESS
	Appointment of a Service Provider for the Provision of Quality Assurance and Acceptance Reporting Services for 10% Verification of Visual Condition Assessments	Appointment of a Service Provider for the Provision of Quality Assurance and Acceptance Reporting Services for 10% Verification of Visual Condition Assessments	WRDM	Grant	R 3,164,000.00	RRAMG	12 months	8-Dec-26	20-Jan-27	10-Feb-27	Department of Regional Planning and Economic Development	Annual Budget	To be implemented
11	Appointment of a Service Provider for the Provision of Training Services for a Road and Traffic Safety Audit Programme for RRAMS Graduate Trainees	Appointment of a Service Provider for the Provision of Training Services for a Road and Traffic Safety Audit Programme for RRAMS Graduate Trainees	WRDM	Grant	R 3,164,000.00	RRAMG	12 months	8-Dec-26	20-Jan-27	10-Feb-27	Department of Regional Planning and Economic Development	Annual Budget	To be implemented
12	Appointment of a Service provider for Supply and Delivery of Personal Protective Equipment (PPE) for Road Assessors and Associated Equipments for Sitework	Appointment of a Service provider for Supply and Delivery of Personal Protective Equipment (PPE) for Road Assessors and Associated Equipments for Sitework	WRDM	Grant	R 3,164,000.00	RRAMG	12 months	8-Dec-26	20-Jan-27	20-Feb-27	Department of Regional Planning and Economic Development	Annual Budget	To be implemented
13	Appointment of a Service Provider for Supply and Delivery of Equipment for RRAMS	Appointment of a Service Provider for Supply and Delivery of Equipment for RRAMS	WRDM	Grant	R 3,164,000.00	RRAMG	12 months	8-Dec-26	20-Jan-27	31-Mar-27	Department of Regional Planning and Economic Development	Annual Budget	To be implemented
14	Appointment of a Service provider to Perform Conditions Assessment on Movable and Infrastructure Assets of West Rand District Municipality (WRDM) and Ancillary Facilities	Appointment of a Service provider to Perform Conditions Assessment on Movable and Infrastructure Assets of West Rand District Municipality (WRDM) and Ancillary Facilities	WRDM	Operational Budget	R 200,000.00	Equitable Share	Once off	30-Apr-27	30-May-27	20-Jun-27	Department of Finance	Annual Budget	To be implemented
15	Appointment of a Service provider to Supply, Deliver and Provide Support Services of Rural Roads Asset Management System Data Capturing Software and Associated Equipment	Appointment of a Service provider to Supply, Deliver and Provide Support Services of Rural Roads Asset Management System Data Capturing Software and Associated Equipment	WRDM	Grant	R 3,164,000.00	RRAMG	12 months	30-Apr-27	30-May-27	20-Jun-27	Department of Regional Planning and Economic Development	Annual Budget	To be implemented