

ITEM 13

BUDGET AND TREASURY OFFICE: SUPPLY CHAIN MANAGEMENT QUARTERLY REPORT FOR THE QUARTER ENDED 31 MARCH 2024

PURPOSE

The purpose of the report is to give feedback on the implementation of the Supply Chain Management policy for the quarter ended 31 March 2024.

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 date the budget was approved i.e. 31 May 2023.

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

- Logistics and Disposal Officer.
- Demand and Acquisition Officer.
- Coordinator: SCM position is vacant since 1 January 2023.
- Manager: SCM position is vacant since 01 August 2023.
- Two (02) Learners (Not permanent).

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 26 June 2023.

Bid Committees deal with procurement requirements in excess of R200 000. The following members have appointed to serve in the bid committees for the 2023/24 financial year.

- Bid Specification Committee

OFFICIAL	CAPACITY
Acting Executive Director: Public Safety	Chairperson
Manager: Budget, Treasury & Asset Management	Member
Manager: Water & Sanitation	Member
Manager: Health Services	Member
Manager: ICT(Resigned)	Member
Acting Coordinator: Contract Management & Compliance	Member

- Bid Evaluation Committee

NAME OF OFFICIAL	CAPACITY
Executive Director: Regional Planning & Economic Development	Chairperson
Manager: Human Settlement & Infrastructure	Member
Manager: Income & Expenditure Management	Member
Manager: Waste & Environmental Management	Member
Officer: Demand and Acquisition	Member

- Bid Adjudication Committee

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

3.2 Demand Management

The system of demand management allows for the proper analysis of needs, procurement planning, establishment of a credible suppliers 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 purchasing requests.

MFMA Circular 62 requires municipalities to develop a procurement plan for all procurement needs in excess R200, 000. The Procurement plan for the financial year 2023/2024 was approved on the **25/05/2023**. Attached as “**Annexure 1**” is the Approved Procurement Plan for 2023/24 Financial Year.

3.2.3 Supplier Database

The municipality maintains a list of accredited providers of goods and services on a Munsoft Financial System. 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 uses 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 suppliers 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	01/07/2023
2.	Randfontein Herald	05/07/2023
3.	Krugersdorp News	06/07/2023
4.	Carletonville Herald	07/07/2023

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 R2000 [VAT included]
Written Quotation (Three quotation System)	Over R2000 [VAT included] up to R30 000 [VAT included]
Formal Written Price Quotation	Over R3 0 000 [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.

- 3.3.2** To date, total amount of **R 15 279.06** Petty Cash transitions were awarded in the third quarter of the 2023/24 financial year.
- 3.3.3** To date, a total amount of **R 280 791.21** has been awarded for transactions over R2000 up to R30 000. A detailed breakdown is attached as **“Annexure 2”** to this report.
- 3.3.4** To date, a total amount of **R 1 332 548.86** has been awarded for transactions over R30 000 up to R200 000. Attached as **“Annexure 3”** is the outcome
- 3.3.5** No Competitive bidding has been awarded for transactions over R200 000.

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.

No deviation (s) were awarded in the third quarter of the 2023/24 financial year.

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 store room where consumables are issued to departments.

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

Stationery;

Cleaning materials.

The stock count was conducted as per the 2023/2024 SDBIP 2nd quarter requirements for this financial year, for the quarter ended 31 March 2024. Attached as “Annexure 4” 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. Attached as “**Annexure 5**” is a detailed Contract Performance Register for the third quarter of the 2023/24 financial year.

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

Number of suppliers assessed.	Number of suppliers whose performance were above average.	Number of suppliers whose performance were average and below.
20	20	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 ends dates in order to commence with procurement strategy on time. Attached as “**Annexure 6**” is the Contract Register for 2023/24.

LEGAL IMPLICATIONS

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

RECOMMENDATION THAT:

1. In terms of Regulation 6(3) of the Municipal Supply Chain Regulations, as promulgated in Government Gazette Number 27636 of 30 May 2005, cognizance be taken of the Supply Chain Management Report as at 30 September 2022, regarding the following:
 - Awards made for procurement needs up to R2000;
 - Awards made for procurement needs over R2000 up to R30 000
 - Awards made for procurement needs over R30 000 up to R200 000;
 - Stock taking report for the period as at 31 March 2024;
 - Contract management i.e. suppliers performance evaluation and the updated contract register
2. As required by Regulation 6(4) of the Municipal Supply Chain Regulations, promulgated in Government Gazette Number 27636 of 30 May 2005, the report be made public in terms of section 21A of the Municipal Systems Act.

ANNEXURE 1

APPROVED PROCUREMENT PLAN FOR 2023/24



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 2023/24 FINANCIAL YEAR

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 DATE CLOSING OF BID	ENVISAGED DATE OF AWARD	RESPONSIBLE OFFICE / END USER	IMPLEMENTATION
1	Msooa Financial System	Supply, Installation and maintenance of MGSOOA Compliant Financial System for a period of 60 months	N/A	Operational Budget	22 000 000,00	Equitable Share	5 years	2-Oct-23	3-Nov-23	15-Jan-24	Finance	Annual Budget
2	Municipal Building	Repairs of municipal building	N/A	Capital Budget	600 000,00	Equitable Share	Once off	1-Aug-23	1-Sep-23	31-Oct-23	Corporate Services	Annual Budget
3	Mobile Communications	Supply and delivery of Mobile Communications	N/A	Operational Budget	1 200 000,00	Equitable Share	2 years	1-Jul-23	1-Aug-23	20-Aug-23	Corporate Services	Annual Budget
4	Water Trailers	Supply and delivery of Water Trailers	N/A	Capital Budget	300 000,00	Other Grant	Once off	1-Aug-23	1-Sep-23	31-Oct-23	Public Safety	Annual Budget
5	107 Emergency Operation Centre	Repairs of 107 Emergency Operation Centre	N/A	Capital Budget	220 000,00	Other Grant	Once off	1-Aug-23	1-Sep-23	31-Oct-23	Public Safety	Annual Budget
6	Breathing Apparatus Compressor	Supply and Delivery of Breathing Apparatus Compressor	N/A	Capital Budget	500 000,00	Other Grant	Once off	15-Mar-23	17-Apr-23	28-Apr-23	Public Safety	Annual Budget
7	Protective Clothing	Supply and Delivery of Protective Clothing	N/A	Operational Budget	300 000,00	Other Grant	3 years	1-Aug-23	1-Sep-23	31-Oct-23	Public Safety & Health	Annual Budget
8	Panel of Advertising agencies	Advertising Agencies for the placement of Advertisements in the print media on an as and when required basis for a period of not exceeding three (3) Years.	N/A	Capital Budget	300 000,00	Other Grant	3 years	1-Aug-23	1-Sep-23	31-Oct-23	Corporate Services	Annual Budget
9	Vehicle Tracking System	Supply, Installation and monitoring of vehicle tracking system	N/A	Operational Budget	200 000,00	Other Grant	3 years	1-Jul-23	1-Aug-23	20-Aug-23	Finance	Annual Budget
10	Vehicle Repairs	Panel of Service Providers for Servicing, Maintenance and Repairs of Vehicles	N/A	Capital Budget	600 000,00	Other Grant	3 years	1-Apr-24	1-May-24	30-Jun-24	Finance	Annual Budget



WEST RAND DISTRICT MUNICIPALITY
BUDGET AND TREASURY OFFICE
SUPPLY CHAIN MANAGEMENT UNIT

AWARDS OVER R 2 000 – 30 000 FOR THE QUARTER ENDED 31 MARCH 2024: FINANCIAL YEAR 2023/24

No.	Order Number	Description	Name of Service Provider	Order Date	Function Name	Total Amount	Location
1	3628	Municipal Finance Management Internship Programme Advert	Kwanza Communications CC	2024/03/18	Administrative and Corporate Support: Adm	R16 152,81	Johannesburg
2	3625	Transport for the CSF Elections	Phakamani Sizwe Cons & Project	2024/03/18	Health Services: Health Services	R28 500,00	Randfontein
3	3617	4 X Disaster Management and Community Safety WiFi Access Points	Lehakwe Business Solutions	2024/02/20	Administrative and Corporate Support: Adm	R18 860,00	Pretoria
4	3615	Tender Advert	Kamata Promotions	2024/02/20	Finance: Finance	R25 451,30	Johannesburg
5	3614	Laptop and Laptop Bag for Skills Development Officer	Runnymede Advisory and Consult	2024/02/16	Administrative and Corporate Support: Adm	R17 653,08	Johannesburg
6	3618	Service and Maintenance of Fire Engine REG: VYK 158 GP	Twananani Trading Enterprise	2024/02/27	Finance: Finance	R12 045,10	Braamfontein
7	3620	80 000KM Service on Toyota Etios REG: JP 33 GX GP	Twananani Trading Enterprise	2024/02/27	Finance: Finance	R4 461,08	Braamfontein
8	3612	Service on Mercedes Atego Reg:FS05RH GP	Twananani Trading Enterprise	2024/02/14	Finance: Finance	R12 045,10	Braamfontein
9	3611	40 000 KM service on Mercedes Fire Truck Reg: FS05TP GP	Twananani Trading Enterprise	2024/02/14	Finance: Finance	R12 045,10	Braamfontein
10	3610	70 000 km service on Toyota Etios Reg: JP33FY GP	Twananani Trading Enterprise	2024/02/14	Finance: Finance	R4 461,08	Braamfontein
11	3608	30 000 km service on Nissan NP200 Reg JP74VH GP	Twananani Trading Enterprise	2024/02/14	Finance: Finance	R3 254,50	Braamfontein
12	3609	40 000 km Service on Toyota Etios reg: JP33HD GP	Twananani Trading Enterprise	2024/02/14	Finance: Finance	R4 461,08	Braamfontein
13	3613	Callout; Diagnostics and electrical repairs on Mercedes Fire Truck Reg FS05VJ GP	Twananani Trading Enterprise	2024/02/14	Finance: Finance	R10 350,00	Braamfontein
14	3601	8KVA Petrol Generator;20L Jerry Can; 15 Meter Extension Cord 3 Head LED Tripod Emergency Lights	Phemlu Trading Services	2024/01/24	Risk Management: Disaster Management	R28 480,00	Randfontein
15	3603	Supply and fit new battery and replace prop shaft on Iveco Reg: FN63BM	Marce Projects Pty Ltd	2024/01/30	Finance: Finance	R18 348,77	Centurion
16	3602	Tender Advert	Trazima	2024/01/26	Finance: Finance	R24 163,11	Johannesburg
17	3607	Executive Director-Public Safety Vacancy Advert	Basadzi Media and Personnel	2024/02/01	Administrative and Corporate Support: Adm	R16 937,20	Pretoria
18	3600	Laptop for HR Manager	Lehakwe Business Solutions	2024/01/24	Administrative and Corporate Support: Adm	R23 121,90	Pretoria
Total (Vat Incl.)						R280 791,21	



WEST RAND DISTRICT MUNICIPALITY
BUDGET AND TREASURY OFFICE
SUPPLY CHAIN MANAGEMENT UNIT
RFQ AWARDS REPORT FOR THE QUARTER ENDED 31 MARCH 2024

No.	Bid No:	DESCRIPTION	Name of Service Provider	Date of Advert	Closing Date	Total Points Scored	Date of Award	Turn Around Time	Bid Amount (Vat Incl.)	Location
1	WR/PS/15/2024	Supply and Delivery of High-Angle Rescue Set for Fire and Rescue Services	Emergency African Service (Pty) Ltd.	30/11/2023	2023/08/12	96	17/01/2024	25 days	R119 708,33	Centurion
2	WR/PS/17/2023	Supply and Delivery of 12 Blowers for Fire and Rescue Services	BEE Turf Suppliers (Pty) Ltd.	30/11/2023	2023/08/12	86	17/01/2024	25 days	R47 610,00	Nigel
3	WR/PS/18/2023	Supply and delivery of six diesel generator for fire and rescue services	Gate61 Trading (Pty) Ltd.	30/11/2023	2023/08/12	98	17/01/2024	25 days	R158 665,50	Randfontein
4	WR/PS/19/2023	Supply and Delivery of 6 x TEK Emergency Lighting Units for Fire and Rescue Services	Emergency African Service (Pty) Ltd.	30/11/2023	2023/08/12	96	17/01/2024	25 days	R39 675,00	Centurion
5	WR/PS/20/2023	Supply and Delivery of a Mavic 3 Pro Drone for Fire and Rescue Services	Denoerens Business Enterprise (Pty) Ltd.	30/11/2023	2023/08/12	98	17/01/2024	25 days	R110 000,00	Krugersdorp
6	WR/PS/21/2023	Supply and Delivery of One Skid Unit	Denoerens Business Enterprise (Pty) Ltd.	30/11/2023	2023/08/12	98	17/01/2024	25 days	R60 000,00	Krugersdorp
7	WR/PS/22/2023	Flowmeter Flow Master 250-Fire and Rescue Services	Vanguard Fire and Safety (Pty) Ltd.	30/11/2023	2023/08/12	94	17/01/2024	25 days	R100 081,05	Durban
8	WR/PS/23/2023	Supply and Delivery of Wilderness Rescue Set for Fire and Rescue Services	Emergency African Service (Pty) Ltd.	30/11/2023	2023/08/12	96	17/01/2024	25 days	R95 860,60	Centurion
9	WR/MHS/35/2024	Catering for CSF Elections	Afro Tribe Enterprise.	2024/12/02	21/02/2024	95	22/02/2024	2 days	R42 160,00	Randfontein
10	WR/PS/14/2024	Supply and Delivery of Confined Space Rescue Set for Fire and Rescue Services	Aquila Corp (Pty) Ltd.	15/02/2024	26/02/2024	90	13/03/2024	13 days	R199 435,88	Boksburg
11	WR/PS/29/2023	Supply and Delivery of Barricading Equipment for Sinkholes	Gwabasgreens (Pty) Ltd.	15/02/2024	26/02/2024	95	13/03/2024	13 days	R96 750,00	Kagiso
12	WR/CORP/33/2024	Renewal and Repair of Kaspersky Endpoint Security for Business and Administration Console	AI EQ Systems (Pty) Ltd.	15/02/2024	26/02/2024	90	13/03/2024	13 days	R75 267,50	Randburg
13	WR/PS/23/2024	Supply and Delivery of 2 way hand held Tetra Radios	Mafanisa A Trading (Pty) Ltd.	15/02/2024	26/02/2024	93	15/03/2024	15 days	R187 335,00	Roodepoort
Total (Vat Incl.)									R1 332 548,85	

STOCK TAKING REPORT

3RD QUARTER JANUARY- MARCH 2024

ITEM NO	DESCRIPTION	QUANTITY PER MUNSOFT	QUANTITY COUNTED	VARIANCE	REASON FOR VARIANCE
300001	PAPER A4 80 GSM WHITE	70	70	0	N/A
300003	BOOKS-SHORTHAND	14	14	0	N/A
300004	BOOKS-COUNTER A4	26	26	0	N/A
300005	CD'S RECORDABLE	44	44	0	N/A
300007	CORRECTION TAPE	54	54	0	N/A
300041	EXAM PAD A4	15	15	0	N/A
300044	FILES-FOLDER	1595	1595	0	N/A
300045	HIGHLIGHTERS	21	21	0	N/A
300045	LEVER ARCH FILES	92	92	0	N/A
300047	LEAD PENCIL .05	71	71	0	N/A
300048	MAGIC CLIP (BOX)	37	37	0	N/A
300049	MAGIC CLIP DISPENSER	45	45	0	N/A
300050	MARKER ARTLINE	134	134	0	N/A
300051	POCKET A4 (PACKET)	7	7	0	N/A
300052	BALLPOINT PENS MEDIUM	64	64	0	N/A
300055	PENS UNI BALL EYE MEDIUM	24	24	0	N/A
300060	POST-IT NOTES 654	41	41	0	N/A
300060	PRITT	45	45	0	N/A
300064	PUNCH	38	38	0	N/A
300065	RULERS	41	41	0	N/A
300066	RUBBER BANDS	21	21	0	N/A
300067	SCHMIDT REFILL P 900 F BLACK	43	43	0	N/A
300068	STAPLERS	44	44	0	N/A
300069	STAPLES	6	6	0	N/A
300070	STAPLE REMOVER	16	16	0	N/A
300072	TELEROLLS	19	19	0	N/A
300073	WHITE BOARD MARKERS	78	78	0	N/A
300074	WHITE BOARD ERASER	14	14	0	N/A

ANNEXURE 4

300076	PENS B/P PILOT BPS FINE BLUE	292	292	0	N/A
300077	ENVELOPES BOX 114 X 162	12	12	0	N/A
300079	ENVELOPES 110 X 220	16	16	0	N/A
300082	PAPER CLIPS GIANT	48	48	0	N/A
300084	INDEX TABS	82	82	0	N/A
300085	STAMP PAD INK 300ML	9	9	0	N/A
300087	RING REINFORCEMENTS PVC 250'S	25	25	0	N/A
300090	FILE FASTENER	14	14	0	N/A
300091	CALCULATOR RIBBON	11	11	0	N/A
300092	CUBE REFILLS COLOURED	43	43	0	N/A
300093	PICTURE MOUSE PADS	11	11	0	N/A
300094	TIDY FILES-ARCHIVE	440	440	0	N/A
300100	ENVELOPES A5 SELF SEAL BOX	12	12	0	N/A
300101	BOOK-MANUSCRIPT A5	133	133	0	N/A
300102	TIPPEX CORRECTION FLUID	89	89	0	N/A
300103	FLIPCHART PADS	6	6	0	N/A
300107	POST-IT FLAGS BANDERITAS	82	82	0	N/A
300110	ENVELOPES 110 X 220 WINDOW BOX	10	10	0	N/A
300112	PAPER A4 80GSM PINK	4	4	0	N/A
300114	FILE-QUOTATION(SOLID BACK,CLEAR FRON)	8	8	0	N/A
300115	PAPER A4 80GSM MINT	5	5	0	N/A
300116	PVC TRANSPARENT COVERS A4(0.18MM)	13	13	0	N/A
300121	PAPER A3 80G WHITE	10	10	0	N/A
300124	DVD +R VERBATIM	88	88	0	N/A
300139	STRIPS A4 (L54/29701492) WHITE	29	29	0	N/A
300149	MEMORY STICK	46	46	0	N/A
300153	CASSETTE 90 MINUTES	25	25	0	N/A
300154	ENVELOPES A3	5	5	0	N/A
310003	BROOM HARD	20	20	0	N/A
310004	BROOM SOFT	11	11	0	N/A
310005	BUCKET 25L	3	3	0	N/A
310005	DISHCLOTH	6	6	0	N/A
310009	DEO BLOCKS	18	18	0	N/A
310010	DISHWASHING LIQUID	9	9	0	N/A
310016	HANDY ANDY	5	5	0	N/A

ANNEXURE 4

310022	MUTTON CLOTH		25	25	0	N/A
310027	REFUSE BAGS		2	2	0	N/A
310032	WASHING POWDER		1	1	0	N/A
310034	JAY'S FLUID		3	3	0	N/A
310037	SCOTCH BRITE		7	7	0	N/A
310038	GLOVES-CLEANING		20	20	0	N/A
310043	SUNLIGHT SOAP		21	21	0	N/A
310045	TOILET DUCK		33	33	0	N/A
310049	CARBRO KETTLE & STEAM IRON CLEANER		12	12	0	N/A
310064	CARPET SHAMPOO		25	25	0	N/A
310067	MOP HOUSEHOLD		17	17	0	N/A
310067	TOILET BRUSH		5	5	0	N/A
	BATCH 00045		4530	4530	0	

Team 1:
Itumeleng Mataka
Dorcus Ramonetha

Team 2:
Tsholofelo Mosiane
Sibongile Mashola

Sign Off:
Goitsemadimo Mandona
Samuel Ramaele

ANNEXURE 4

West Rand District Municipality
3rd Quarter 27-Mar-24

Team 1: Ilumeleng Malaka

Dorcas Ramonetha

16 Mar 2024

BATCH 00045
STOCK TAKING

ITEM NO	DESCRIPTION	Team 1 Count
300001	PAPER A4 80 GSM WHITE	70
300003	BOOKS-SHORTHAND	14
300004	BOOKS-COUNTER A4	26
300005	CD'S RECORDABLE	14
300007	CORRECTION TAPE	64
300041	EXAM PAD A4	16
300044	FILES-FOLDER	1595
300045	HIGHLIGHTERS	21
300046	LEVER ARCH FILES	42
300047	LEAD PENCIL .05	71
300048	MAGIC CLIP (BOX)	37
300049	MAGIC CLIP DISPENSER	46
300050	MARKER ARTLINE	134
300051	POCKET A4 (PACKET)	7
300052	BALLPOINT PENS MEDIUM	64
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300060	PRITT	46
300064	PUNCH	38
300065	RULERS	41
300066	RUBBER BANDS	21
300067	SCHMIDT REFILL P 900 F BLACK	43
300068	STAPLERS	44
300069	STAPLES	6
300070	STAPLE REMOVER	16
300072	TELEROLLS	19
300073	WHITE BOARD MARKERS	78
300074	WHITE BOARD ERASER	14
300076	PENS B/P PILOT BPS FINE BLUE	292
300077	ENVELOPES BOX 114 X 162	12
300079	ENVELOPES 110 X 220	16
300082	PAPER CLIPS GIANT	46
300084	INDEX TABS	82
300085	STAMP PAD INK 300ML	9
300087	RING REINFORCEMENTS PVC 250'S	25
300090	FILE FASTENER	14
300091	CALCULATOR RIBBON	11
300092	CUBE REFILLS COLOURED	43
300093	PICTURE MOUSE PADS	11
300094	TIDY FILES-ARCHIVE	140
300100	ENVELOPES A5 SELF SEAL BOX	12
300101	BOOK-MANUSCRIPT A5	133

ANNEXURE 4

300102	TIPPEX CORRECTION FLUID	31
300103	FLIPCHART PADS	6
300107	POST-IT FLAGS BANDERITAS	62
300110	ENVELOPES 110 X 220 WINDOW BOX	10
300112	PAPER A4 80GSM PINK	4
300114	FILE-QUOTATION(SOLID BACK,CLEAR FRON)	8
300115	PAPER A4 80GSM MINT	5
300116	PVC TRANSPARENT COVERS A4(0.18MM)	13
300121	PAPER A3 80G WHITE	10
300124	DVD +R VERBATIM	68
300139	STRIPS A4 (L54/29701492) WHITE	29
300149	MEMORY STICK	46
300153	CASSETTE 90 MINUTES	25
300154	ENVELOPES A3	6
310003	BROOM HARD	20
310004	BROOM SOFT	11
310005	BUCKET 25L	3
310005	DISHCLOTH	6
310009	DEO BLOCKS	18
310010	DISHWASHING LIQUID	9
310016	HANDY ANDY	5
310022	MUTTON CLOTH	25
310027	REFUSE BAGS	2
310032	WASHING POWDER	1
310034	JAY'S FLUID	3
310037	SCOTCH BRITE	1
310038	GLOVES-CLEANING	20
310043	SUNLIGHT SOAP	21
310045	TOILET DUCK	33
310049	CARBRO KETTLE & STEAM IRON CLEANER	12
310064	CARPET SHAMPOO	25
310067	MOP HOUSEHOLD	17
310067	TOILET BRUSH	5
BATCH 00045		4530

West Rand District Municipality

3rd Quarter 27-Mar-24

Team 1: Ilumeleng Malaka

Dorus Ramonetha



BATCH 00046

STOCK TAKING

ITEM NO	DESCRIPTION	Team 1 Count
300001	PAPER A4 80 GSM WHITE	70
300003	BOOKS-SHORTHAND	14
300004	BOOKS-COUNTER A4	26
300005	CD'S RECORDABLE	44
300007	CORRECTION TAPE	54
300041	EXAM PAD A4	16
300044	FILES-FOLDER	1545
300045	HIGHLIGHTERS	21
300046	LEVER ARCH FILES	92
300047	LEAD PENCIL .05	71
300048	MAGIC CLIP (BOX)	37
300049	MAGIC CLIP DISPENSER	45
300050	MARKER ARTLINE	134
300051	POCKET A4 (PACKET)	7
300052	BALLPOINT PENS MEDIUM	64
300055	PENS UNI BALL EYE MEDIUM	24
300080	POST-IT NOTES 654	41
300080	PRITT	45
300084	PUNCH	34
300065	RULERS	41
300066	RUBBER BANDS	23
300067	SCHMIDT REFILL P 900 F BLACK	43
300068	STAPLERS	44
300069	STAPLES	6
300070	STAPLE REMOVER	16
300072	TELEROLLS	19
300073	WHITE BOARD MARKERS	78
300074	WHITE BOARD ERASER	14
300076	PENS B/P PILOT BPS FINE BLUE	292
300077	ENVELOPES BOX 114 X 162	12
300079	ENVELOPES 110 X 220	16
300082	PAPER CLIPS GIANT	48
300084	INDEX TABS	82
300085	STAMP PAD INK 300ML	9
300087	RING REINFORCEMENTS PVC 250'S	25
300090	FILE FASTENER	14
300091	CALCULATOR RIBBON	11
300092	CUBE REFILLS COLOURED	43
300093	PICTURE MOUSE PADS	11
300094	TIDY FILES-ARCHIVE	440
300100	ENVELOPES A5 SELF SEAL BOX	12
300101	BOOK-MANUSCRIPT A5	133

ANNEXURE 4

300102	TIPPEX CORRECTION FLUID	69
300103	FLIPCHART PADS	6
300107	POST-IT FLAGS BANDERITAS	22
300110	ENVELOPES 110 X 220 WINDOW BOX	10
300112	PAPER A4 80GSM PINK	4
300114	FILE-QUOTATION(SOLID BACK,CLEAR FRONT)	4
300115	PAPER A4 80GSM MINT	5
300116	PVC TRANSPARENT COVERS A4(0.18MM)	12
300121	PAPER A3 80G WHITE	10
300124	DVD +R VERBATIM	83
300139	STRIPS A4 (L54/29701492) WHITE	29
300149	MEMORY STICK	46
300153	CASSETTE 90 MINUTES	25
300164	ENVELOPES A3	5
310003	BROOM HARD	20
310004	BROOM SOFT	11
310005	BUCKET 25L	3
310005	DISHCLOTH	12
310009	DEO BLOCKS	13
310010	DISHWASHING LIQUID	9
310016	HANDY ANDY	5
310022	MUTTON CLOTH	25
310027	REFUSE BAGS	2
310032	WASHING POWDER	1
310034	JAY'S FLUID	3
310037	SCOTCH BRITE	7
310038	GLOVES-CLEANING	20
310043	SUNLIGHT SOAP	21
310045	TOILET DUCK	33
310049	CARBRO KETTLE & STEAM IRON CLEANER	12
310064	CARPET SHAMPOO	25
310067	MOP HOUSEHOLD	17
310067	TOILET BRUSH	6
BATCH 00045		4530

West Rand District Municipality
3rd Quarter 27-Mar-24

Team 2: Tsholofelo Mosiane
Sibongile Mashola

BATCH 00046
STOCK TAKING

ITEM NO	DESCRIPTION	Team 2 Count
300001	PAPER A4 80 GSM WHITE	70
300003	BOOKS-SHORTHAND	14
300004	BOOKS-COUNTER A4	26
300005	CDS RECORDABLE	44
300007	CORRECTION TAPE	54
300041	EXAM PAD A4	15
300044	FILES-FOLDER	15.95
300045	HIGHLIGHTERS	21
300045	LEVER ARCH FILES	92
300047	LEAD PENCIL .05	71
300048	MAGIC CLIP (BOX)	37
300049	MAGIC CLIP DISPENSER	45
300050	MARKER ARTLINE	134
300051	POCKET A4 (PACKET)	7
300052	BALLPOINT PENS MEDIUM	69
300055	PENS UNI BALL EYE MEDIUM	24
300060	POST-IT NOTES 654	41
300060	PRITT	45
300064	PUNCH	38
300065	RULERS	41
300066	RUBBER BANDS	21
300067	SCHMIDT REFILL P 900 F BLACK	43
300068	STAPLERS	44
300069	STAPLES	6
300070	STAPLE REMOVER	16
300072	TELEROLLS	19
300073	WHITE BOARD MARKERS	78
300074	WHITE BOARD ERASER	14
300076	PENS B/P PILOT BPS FINE BLUE	292
300077	ENVELOPES BOX (14 X 162	12
300079	ENVELOPES 110 X 220	16
300082	PAPER CLIPS GIANT	48
300084	INDEX TABS	82
300085	STAMP PAD INK 300ML	9
300087	RING REINFORCEMENTS PVC 250'S	25
300090	FILE FASTENER	14
300091	CALCULATOR RIBBON	11
300092	CUBE REFILLS COLOURED	43
300093	PICTURE MOUSE PADS	11
300094	TIDY FILES-ARCHIVE	440
300100	ENVELOPES A5 SELF SEAL BOX	12
300101	BOOK-MANUSCRIPT A5	133

ANNEXURE 4

300102	TIPPEX CORRECTION FLUID	89
300103	FLIPCHART PADS	6
300107	POST-IT FLAGS BANDERITAS	82
300110	ENVELOPES 110 X 220 WINDOW BOX	10
300112	PAPER A4 80GSM PINK	4
300114	FILE-QUOTATION (SOLID BACK, CLEAR FRON)	8
300115	PAPER A4 80GSM MINT	5
300118	PVC TRANSPARENT COVERS A4(0.18MM)	13
300121	PAPER A3 80G WHITE	10
300124	DVD +R VERBATIM	38
300139	STRIPS A4 (L54/29701492) WHITE	29
300149	MEMORY STICK	46
300153	CASSETTE 90 MINUTES	25
300154	ENVELOPES A3	5
310003	BROOM HARD	20
310004	BROOM SOFT	11
310005	BUCKET 25L	3
310005	DISHCLOTH	6
310009	DEO BLOCKS	18
310010	DISHWASHING LIQUID	9
310016	HANDY ANDY	5
310022	MUTTON CLOTH	25
310027	REFUSE BAGS	2
310032	WASHING POWDER	1
310034	JAY'S FLUID	3
310037	SCOTCH BRITE	7
310038	GLOVES-CLEANING	20
310043	SUNLIGHT SOAP	21
310045	TOILET DUCK	33
310049	CARBRO KETTLE & STEAM IRON CLEANER	12
310064	CARPET SHAMPOO	26
310067	MOP HOUSEHOLD	17
310067	TOILET BRUSH	5
BATCH 00045		4530.

West Rand District Municipality
3rd Quarter 27-Mar-24

Team 2: Tsholofelo Mostane
Sibangile Mashola

Tsholofelo Mostane
Sibangile Mashola

BATCH 00045
STOCK TAKING

ITEM NO	DESCRIPTION	Team 2 Count
300001	PAPER A4 80 GSM WHITE	70
300003	BOOKS-SHORTHAND	14
300004	BOOKS-COUNTER A4	26
300005	CD'S RECORDABLE	44
300007	CORRECTION TAPE	54
300041	EXAM PAD A4	15
300044	FILES-FOLDER	1595
300045	HIGHLIGHTERS	21
300046	LEVER ARCH FILES	92
300047	LEAD PENCIL .05	74
300048	MAGIC CLIP (BOX)	37
300049	MAGIC CLIP DISPENSER	45
300050	MARKER ARTLINE	134
300051	POCKET A4 (PACKET)	7
300052	BALLPOINT PENS MEDIUM	60
300055	PENS UNI BALL EYE MEDIUM	24
300060	POST-IT NOTES 654	2141
300060	PRITT	45
300064	PUNCH	45 38
300065	RULERS	14
300066	RUBBER BANDS	21
300067	SCHMIDT REFILL P 900 F BLACK	43
300068	STAPLERS	44
300069	STAPLES	6
300070	STAPLE REMOVER	16
300072	TELEROLLS	19
300073	WHITE BOARD MARKERS	78
300074	WHITE BOARD ERASER	14
300076	PENS B/P PILOT BPS FINE BLUE	292
300077	ENVELOPES BOX 114 X 162	12
300079	ENVELOPES 110 X 220	16
300082	PAPER CLIPS GIANT	48
300084	INDEX TABS	82
300085	STAMP PAD INK 300ML	9
300087	RING REINFORCEMENTS PVC 250'S	25
300090	FILE FASTENER	14
300091	CALCULATOR RIBBON	11
300092	CUBE REFILLS COLOURED	42
300093	PICTURE MOUSE PADS	11
300094	TIDY FILES-ARCHIVE	440
300100	ENVELOPES A5 SELF SEAL BOX	12
300101	BOOK-MANUSCRIPT A5	133

ANNEXURE 4

300102	TIPPEX CORRECTION FLUID	89
300103	FLIPCHART PADS	6
300107	POST-IT FLAGS BANDERITAS	82
300110	ENVELOPES 110 X 220 WINDOW BOX	10
300112	PAPER A4 80GSM PINK	4
300114	FILE-QUOTATION(SOLID BACK,CLEAR FRON)	8
300115	PAPER A4 80GSM MINT	5
300116	PVC TRANSPARENT COVERS A4(0.18MM)	13
300121	PAPER A3 80G WHITE	10
300124	DVD +R VERBATIM	88
300139	STRIPS A4 (L54/20701492) WHITE	29
300149	MEMORY STICK	46
300153	CASSETTE 90 MINUTES	25
300154	ENVELOPES A3	5
310003	BROOM HARD	20
310004	BROOM SOFT	11
310005	BUCKET 25L	3
310005	DISHCLOTH	6
310009	DEO BLOCKS	18
310010	DISHWASHING LIQUID	9
310016	HANDY ANDY	5
310022	MUTTON CLOTH	28
310027	REFUSE BAGS	2
310032	WASHING POWDER	1
310034	JAY'S FLUID	3
310037	SCOTCH BRITE	1
310038	GLOVES-CLEANING	20
310043	SUNLIGHT SOAP	21
310045	TOILET DUCK	23
310049	CARBRO KETTLE & STEAM IRON CLEANER	12
310064	CARPET SHAMPOO	85
310067	MOP HOUSEHOLD	11
310067	TOILET BRUSH	5
BATCH 00045		4530

ANNEXURE 5



WEST RAND DISTRICT MUNICIPALITY

SUPPLY CHAIN MANAGEMENT

CONTRACT PERFORMANCE REGISTER

EVALUATION MATRIX

		SUPPLIER PERFORMANCE ASSESSMENT		Ranking	
Performance area					
Project management and control	<ul style="list-style-type: none"> ➤ Non-existent or inadequate project management ➤ No evidence of formal controls in place 	<ul style="list-style-type: none"> ➤ Simple project plan in place, no evidence of update/use 	<ul style="list-style-type: none"> ➤ Simple project plan in place but limited evidence of update/use 	<ul style="list-style-type: none"> ➤ Project manager has full ownership of project and team ➤ Formal project management process followed 	<ul style="list-style-type: none"> ➤ Full and accountable project management process ➤ Detailed and controlled processes
Score	1	2	3	4	5
Communications	<ul style="list-style-type: none"> ➤ Difficult to contact and obtain a response ➤ Evidence of poor internal communications ➤ Response regularly inadequate 	<ul style="list-style-type: none"> ➤ Regular communications but often inadequate ➤ Response to queries inconsistent ➤ Reactive 	<ul style="list-style-type: none"> ➤ Fairly rapid response to queries ➤ Generally complete responses, but often clarity required 	<ul style="list-style-type: none"> ➤ Effective communications and relationships ➤ Generally proactive and complete responses ➤ Little clarification required 	<ul style="list-style-type: none"> ➤ Excellent , open relationship ➤ Complete response to queries ➤ Pro-active and anticipates issues
Score	1	2	3	4	5
Flexibility	Inflexible and reliant on contract	<ul style="list-style-type: none"> ➤ Some willingness to be flexible, but only short term 	<ul style="list-style-type: none"> ➤ Willingness to be flexible around project demands over medium term 	<ul style="list-style-type: none"> ➤ High degree of flexibility around project and contract matters 	<ul style="list-style-type: none"> ➤ Completely open and flexible – joint partnering arrangement focused on project
Score	1	2	3	4	5
Capability	<ul style="list-style-type: none"> ➤ Inadequate capability ➤ Consistently missing critical deadlines or milestones 	<ul style="list-style-type: none"> ➤ Poor capability ➤ Some missing of critical deadlines or milestones 	<ul style="list-style-type: none"> ➤ Satisfactory capability ➤ Almost no missing of critical milestones or deadlines 	<ul style="list-style-type: none"> ➤ Good capability ➤ No missing of critical milestones or deadlines 	<ul style="list-style-type: none"> ➤ Excellent capability ➤ No missing of any project milestones or deadlines ➤ Free of errors
Score	1	2	3	4	5
Delivery	<ul style="list-style-type: none"> ➤ Frequently capacity constrained resulting in significant schedule problems ➤ Expediting regularly required 	<ul style="list-style-type: none"> ➤ Some capacity constraints with some impact on schedule ➤ Some expediting required 	<ul style="list-style-type: none"> ➤ Generally unconstrained and able to meet schedule ➤ Limited required 	<ul style="list-style-type: none"> ➤ Regular deliveries on schedule ➤ Limited capacity to reschedule to meet project changes ➤ Little or no expediting required 	<ul style="list-style-type: none"> ➤ Established track record of deliveries ➤ Capacity to reschedule to meet project changes ➤ No expediting required
Score	1	2	3	4	5

ANNEXURE 5



ANNEXURE 5

EVALUATION MATRIX: 01 - 05 = NOT RECOMMENDED; 06 – 10 = POOR; 11 – 15 = AVERAGE; 16 – 20 = SATISFACTORY; 21- 25 EXCELLENT

No	Contract No.	Name of Contractor	Description	RESPONSIBLE DEPARTMENT	Supplier Performance Assessment /Performance Report Compiled Yes	Supplier Performance Assessment /Performance Report Compiled No	Supplier Performance /Performance Rating	Performance Acceptable or Not
1.	WRDM/FIN/10/17	MUNSOFT	MSCOA Financial System (FMS/PAYROLL/HR)	Corporate Services	x		25 (Excellent)	Acceptable
3.	WR/CORP/08/18	Thejane Attorneys	Panel of Attorneys	Corporate Services	x		Not yet utilised	N/A
4.	WR/CORP/08/18	Lizel Venter Attorneys	Panel of Attorneys	Corporate Services	x		25 (Excellent)	Acceptable
5.	WR/CORP/08/18	Madhipha & Thenga Incorporated	Panel of Attorneys	Corporate Services	x		20 (Satisfactory)	Acceptable
6.	WR/CORP/08/18	Phambane Mokone Incorporated Attorneys	Panel of Attorneys	Corporate Services	x		Not yet utilised	N/A
7.	RT3 2018-NT Transversal Contract	Apex	Supply, delivery, commissioning and maintenance of office automation equipment	Corporate Services	x		25 (Excellent)	Acceptable
8.	WR/CORP/01/22	Rummymede Advisory & Consulting	Appointment of a Panel of Service Providers for the Supply and Delivery of Servers, Desktop Computers , Laptops ,Keyboards, Mice ,Desktop Monitors VGA and HDMI Cables and Adapters, Internal Hard Drives, Universal Laptop Chargers, Projectors 15'6 and 14" inch Laptop Carry Bags for a period of 3 years.	Corporate Services	x		25 (Excellent)	Acceptable
9.	WR/CORP/01/22	Lehakwe Business Solution	Appointment of a Panel of Service Providers for the Supply and Delivery of Servers, Desktop Computers , Laptops ,Keyboards, Mice ,Desktop Monitors VGA and HDMI Cables and Adapters, Internal Hard Drives, Universal Laptop Chargers, Projectors 15'6 and 14" inch Laptop Carry Bags for a period of 3 years.	Corporate Services	x		25 (Excellent)	Acceptable
10.	WR/CORP/01/22	Makteck Enterprise	Appointment of a Panel of Service Providers for the Supply and Delivery of Servers, Desktop Computers , Laptops ,Keyboards, Mice ,Desktop Monitors VGA and	Corporate Services	x		25 (Excellent)	Acceptable

ANNEXURE 5

No	Contract No.	Name of Contractor	Description	RESPONSIBLE DEPARTMENT	Supplier Performance Assessment Report Compiled Yes / No	Supplier Performance Assessment /Performance Rating	Supplier Performance Acceptable or Not
11	WR/PS/10/22	Mabotwane Security	Rendering of security services.		x	21 (Excellent)	Acceptable
12	WR/FIN/09/2020 (Dickson)	Ctrack Mzansi (Pty) Ltd	Supply, Installation and Monitoring of Vehicle Tracking System for a Period of Three (3) Years for the West Rand District Municipality	Budget and Treasury	x	16 (Satisfactory)	Acceptable
13	WR/FIN/06/20	Twananani Trading Enterprise	Panel of service provider for Maintenance, Repairs and servicing.	Budget and Treasury	x	20 (Satisfactory)	Acceptable
14	WR/FIN/06/20	Rand WEST Break and Clutch	Panel of service provider for Maintenance, Repairs and Servicing.	Budget and Treasury	x	16 (Satisfactory)	Acceptable
15	WR/FIN/06/20	Marce Projects (Pty) Ltd	Panel of Service Provider for Vehicle Maintenance, Repairs and Servicing.	Budget and Treasury	x	16 (Satisfactory)	Acceptable
16	WR/FIN/04/22	RCA and Company Inc	Condition Assessment on Both Immovable and Infrastructure Assets of WRDM and Ancillary Facilities for a period of 2 years	Budget and Treasury	x	23 (Excellent)	Acceptable
17	WR/MHSD/03/21 (Makhoba)	TVNB Manzi Funeral Parlour (Pty) Ltd	Provision of Pauper Burials Services	Health	x	20 (Satisfactory)	Acceptable
18	WR/PS/03/22 (Nico Kahts)	Sunday Kit Uniform Supplies	Company did not deliver as per agreed date. Regular updates and feedback is problematic from the service provider. Service Provider does not revert back after enquiries.	Public Safety	x	20 (Satisfactory)	Acceptable
19	WR/FIN/16/23	Software and Telecom Solutions	Appointment of a service Provider for the support and Maintenance of the WRDM and 107 Emergency Operations Center Mitel Phone Systems for 3 Years	Corporate Services	x	25 (Excellent)	Acceptable
20	RT15-2021	Vodacom	Supply and Delivery of Mobile Communication Services	Corporate Services	x	25 (Excellent)	Acceptable
21	WR/FIN/11/23	Standard Bank	Provision of Banking Services	Finance	x	25 (Excellent)	Acceptable
22	WR/FIN/16/23	Opulentia Financial Services	Provision of Insurance Services	Finance	x	16 (Satisfactory)	Acceptable



WEST RAND DISTRICT MUNICIPALITY
BUDGET AND TREASURY OFFICE
SUPPLY CHAIN MANAGEMENT UNIT
CONTRACT REGISTERED FOR THE QUARTER ENDED 31 MARCH 2024: FINANCIAL YEAR 2023/24

CONTRACT REGISTER FOR THE QUARTER ENDED 31 MARCH 2024: FINANCIAL YEAR 2023/24

No.	Contract No:	Name of Contractor	Description of Supply/ Service	Date of Award	Contract Start Date	Contract End Date	Contract Duration	Contract Value	Business Unit/ End-User	Contract Manager	Telephone Number	Email Address
1	WRF/IN/10/17	Munsoft (Pty) Ltd.	Micoso Financial	15/08/2017	15/08/2017	14/08/2025	36 Months	As per agreed Rates	Corporate Services	G. Magole	011 411 5016	gmagole@wrdm.gov.za
2	WRF/IN/06/20	1. Twananan Trading Enterprise TTrading Enterprise t/a Bosch Braamfontein Auto Works 2. Marce Projects (Pty) Ltd 3. Rand West Brake and Clutch	Panel of Service Providers for Servicing, Maintenance and Repairs of Vehicles	17/06/2021	2021/01/08	31/07/2024	36 Months	As per agreed Rates	Budget and Treasury	S. Ramaeie	011 411 5251	sramaieie@wrdm.gov.za
3	WRF/MHS/03/21	TVBN Manzi Funeral Parlour	Provision of Pauper Burial Services for a Period of three (03) Years	2021/06/09	2021/01/10	30/09/2024	36 Months	As per agreed Rates	Health Services	T. Makhoba	011 411 5168	tmakhoba@wrdm.gov.za
4	WRF/CORP/04/21	1. Lizele Venter Attorneys 2. Madlihopa & Tienga Incorporated 3. Phambane Wokone Incorporated Attorneys 4. Vervent Attorneys	Panel of Attorneys	2021/06/09	2021/01/10	30/09/2024	36 Months	As per agreed Rates	Corporate Services	G. Magole	011 411 5016	gmagole@wrdm.gov.za
5	RT3.2018	Apex	Supply, delivery, commissioning and maintenance of office automation equipment	15/09/2021	2021/01/10	30/09/2024	36 Months	R 963 359,04	Corporate Services	G. Magole	011 411 5016	gmagole@wrdm.gov.za
6	WR/PS/03/22	Sunday Kit Uniform Supplies CC.	Supply and delivery of operational uniform (working dress and PPE (bunker gear) for public safety (rescue and fire services) for the west rand district municipality.	15/09/2021	2021/01/10	30/09/2024	36 Months	As per agreed Rates	Public Safety	N. Kahts	011 411 5099	nkahts@wrdm.gov.za
7	WR/CORP/01/22	1. Lehakwe Business Solution 2. Maktreck Enterprise 3. Runnymede Advisory & Consulting	Panel of Service Providers for the Supply and Delivery of Servers, Desktop Computers, Laptops, Keyboards, Mice, Desktop Monitors, VGA and HDMI Cables and Adapters, Internal Hard Drives, Universal Laptop Chargers, Projectors, 15"6 and 14" inch Laptop Carry Bags for a period of 3 years.	2022/11/03	15/03/2022	15/02/2025	36 Months	As per agreed Rates	Corporate Services	G. Magole	011 411 5016	gmagole@wrdm.gov.za
8	WRF/IN/04/22	RCA and Company Inc.	Conditions Assessment on both Movabie and Infrastructure Assets of West Rand District Municipality (WRDM) and Ancillary Facilities	16/05/2022	18/05/2022	18/05/2025	36 Months	R 1 311 000,00	Budget and Treasury	S. Ramaeie	011 411 5251	sramaieie@wrdm.gov.za
9	WR/PS/10/22	Mabotwane Security	Physical Security Services	2023/01/03	2023/01/03	28/02/2026	36 Months	R 14 403 931,20	Public Safety	N. Kahts	011 411 5099	nkahts@wrdm.gov.za
10	WR/CORP/09/22	Software and Telecom Solutions	Appointment of a Service Provider for The Support and Maintenance of The WRDM and 107 Emergency Operations Center Mitel Phone Systems for a Period of Three (03) Years	23/03/2023	2023/01/04	31/03/2026	36 Months	R 170 430,00	Corporate Services	G. Magole	011 411 5016	gmagole@wrdm.gov.za
11	WR/RPFD/08/22	1. RSZ Engineers and Project Managers 2. Project Intellects Consulting (Pty) Ltd 3. Selegobe Engineering CC 4. Sky High Consulting Engineers (Pty) Ltd 5. Mhlduve (Pty) Ltd 6. Zenkon Engineers (Pty) Ltd 7. Epitome Consulting 8. Hayeleni Consulting Engineers 9. Aes Consulting Engineers 10. Aphane Consulting (Pty) Ltd 11. Limperoun Consulting Engineers	Panel of Professional Civil Engineering Services for a Period of Three (03) Years.	28/03/2023	2023/01/04	31/03/2026	36 Months	As per agreed Rates	Regional Planning and Re-industrialisation	D. Govender	011 411 5019	dgovender@wrdm.gov.za

ANNEXURE 6

No.	Contract No:	Name of Contractor	Description of Supply/ Service	Date of Award	Contract Start Date	Contract End Date	Contract Duration	Total Contract Value	Business Unit/ End-User	Contract Manager	Telephone Number	Email Address
		12. BiGen Africa Services (Pty) Ltd 13. Mainbani Consulting Engineers (Pty) Ltd 14. Zutari (Pty) Ltd 15. Lihuzu Projects 16. Hlanganani Engineers (Pty) Ltd 17. Infra Consult Engineering Cc 18. IX Engineers (Pty) Ltd 19. T2-Tech Engineers (Pty) Ltd 20. SMEC South Africa										
12	RT15-2021	Vodacom	Supply and delivery of mobile communication services.	30/06/2023	2023/01/09	31/08/2025	24 Months	R 2 197 488,24	Corporate Services	G. Magole	011 411 5016	gmagole@wrdm.gov.za
13	WR/FIN/11/23	Standard Bank	Provision of Banking Services for a period of five (05) years.	30/07/2023	2023/01/08	31/07/2028	60 Months	As per agreed Rates	Budget and Treasury	D. Monamoli	(011) 411 5068	dmonamoli@wrdm.gov.za
14	WR/FIN/16/23	Silver Lake Trading (Pty) Ltd. T/A Opulentia Financial Services	Provision of Insurance Services for a period of three (03) Years.	30/06/2023	30/06/2026	36 Months	As per agreed Rates	Fleet Management	D. Monamoli	(011) 411 5068	dmonamoli@wrdm.gov.za	
15	WR/FIN/07/2024	Crack Fleet Management Solutions (Pty) Ltd.	Supply, Installation and Monitoring of vehicle tracking system for a period of three (3) years	26/09/2023	2023/01/10	30/09/2025	36 Months	R140 056,20	Fleet Management	D. Rapheulu	(011) 411 5069	drapheulu@wrdm.gov.za