



WEST RAND

DISTRICT MUNICIPALITY



BUDGET AND TREASURY OFFICE: SUPPLY CHAIN MANAGEMENT

ITEM

SECTION 80 COMMITTEE: BUDGET AND TREASURY OFFICE: SUPPLY CHAIN MANAGEMENT ANNUAL REPORT FOR THE PERIOD 1 JULY 2023 TO 30 JUNE 2024.

PURPOSE

The purpose of the report is to give feedback on the implementation of the Supply Chain Management policy for the financial year ended 30 June 2024.

INTRODUCTION

At the end of each financial year the Accounting Officer of the municipality is mandated to submit a report on the implementation of the supply chain management Policy to council.

The Municipal Supply Chain Regulations (promulgated in Government Gazette Number 27636 on 30 May 2005) states the following:

Oversight role of council of municipality:

Section 6(3) of the Municipal Supply Chain Regulations states:

“The Accounting Officer must within thirty (30) days of the end of each year, submit a report on the implementation of the supply chain management policy to the Mayor of the municipality”

This report intends to comply with Municipal Supply Chain Regulations as stated above by providing detailed compliance information in respect of compliance, progress, challenges and constraints in the implementation of the Supply Chain Management Policy.

DISCUSSION

Background

The municipality is required to procure goods and services in a manner that is fair, equitable, transparent, cost effective and competitive. These principles form the foundation of any

procuring of goods and services within the local government sphere, which then is supported by the guidelines within the Municipal Finance Management Act, the Municipal Supply Chain Management Regulations and the Supply Chain Management Regulations guide for Accounting Officers. National Treasury has promulgated legislation which forms the guidelines and the basis for the municipal Supply Chain Management system.

1 Review of the Supply Chain Management Policy

In terms of Section 111 of Municipal Finance Management Act (Act No. 56 of 2003) each municipality must have and implement Supply Chain Management Policy and the policy should be reviewed annually to ensure that it complies with the new legislative requirements. As such West Rand District Municipality's Supply Chain Management Policy was approved and adopted by council on 05 December 2011. Regulation 3(1) a, requires that the Accounting Officer review the SCM Policy at least once annually to ensure that it is aligned with the new legislative requirements. The policy was reviewed by council on the annual date the budget was adopted 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 67 573.68** Petty Cash transactions were awarded in the 2023/24 Financial Year ended on the 30th June 2024.

3.3.3 To date, a total amount of **R 1 149 063.36** 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 2 856 949.86** has been awarded for transactions over R30 000 up to R200 000. Attached as **“Annexure 3”** is the outcome

3.3.5 A total amount of **R 3 882 352.94** was awarded for transactions over R200 000.00. This amount excludes the appointment for a Panel of Professional Civil Engineering Services, and Provision of Banking Services. Attached as **“Annexure 4”** is the tender awards 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.

The Accounting Officer approved two deviations amounting to **R 33 275.60** for the 2023/24 financial year. Attached as “**Annexure 5**” is the deviation register for 2023/24 financial year.

Period	Amount
First Quarter (01 July 2023 – 30 September 2023)	R 7 637.80
Second Quarter (01 October 2023 – 31 December 2023)	R 0.00
Third Quarter (01 January 2024 – 31 March 2024)	R 0,00
Fourth Quarter(01 April 2024 – 30 June 2024)	R 2 623 748.97
TOTAL	R 2 639 024,57

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.

Four stock takings were done during this financial year, this is as per the requirements of the 2023/2024 SDBIP (one stock take per quarter). Invitation was extended to the Internal Audit and the Office of the Auditor General SA to be part of year end stock taking. Attached as “**Annexure 6**” is the Stock Valuation Report that indicates the current stock on-hand per available items in stores.

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 7**” 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 7**” is the Contract Register for 2023/24.

LEGAL IMPLICATIONS

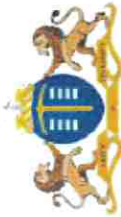
The report is compiled as required by Regulation 6 of the Municipal Supply Chain Regulations.

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 June 2024, 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 28 June 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.

APPROVED PROCUREMENT PLAN FOR 2023/24



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 2023/24 FINANCIAL YEAR

NAME OF MUNICIPALITY / MUNICIPAL ENTITY		West Rand District Municipality	
NAME OF ACCOUNTING OFFICER OR DELEGATED OFFICIAL		ME HOLOI	
SIGNATURE OF ACCOUNTING OFFICER / DELEGATED OFFICIAL		<i>[Signature]</i>	
DATE		25/5/23	
TELEPHONE NUMBER		(011) 411 5021	
EMAIL ADDRESS		me.holoi@wrandm.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	IMPLEMENTATION
1	Mascoo Financial System	Supply, installation and maintenance of MASCOO 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	25-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 (03) 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

"Annexure 2"

SUPPLY CHAIN MANAGEMENT UNIT

AWARDS OVER 2 000 – 30 000 FOR THE FINANCIAL YEAR 2023/24: ENDED 30 JUNE 2024

No.	Order Number	DESCRIPTION	Name of Service Provider	Order Date	Function Name	Total Amount	Location
1	3566	Supply And Fit size 245/75r/16c Tyre on Mahindra Pickup Reg:JW65FWGP	Twananani Trading Enterprise	2023/09/01	Finance: finance	R 3 335,00	Braamfontein
2	3563	Brake Overhaul on Toyota Etios Reg: JP33GX GP	Twananani Trading Enterprise	2023/09/01	Finance: finance	R 4 666,00	Braamfontein
3	3562	Clutch Overhaul On Toyota Etios Reg: JP33HJGP	Twananani Trading Enterprise	2023/09/01	Finance: finance	R 8 386,95	Braamfontein
4	3561	60 000 Km Service On Toyota Etios Reg: JP33GXGP	Twananani Trading Enterprise	2023/09/01	Finance: finance	R 4 551,70	Braamfontein
5	3557	Complete Brake Overhaul on Mercedes Fire Engine Reg: KS06NMGP	Marce Projects Pty Ltd	2023/08/18	Finance: finance	R 10 956,33	Centurion
6	3556	Repair Man Fire Truck Reg: CP66BLGP	Marce Projects Pty Ltd	2023/08/18	Finance: finance	R 25 503,70	Centurion
7	3554	Tender Advert	Media Torque & Events	2023/08/18	Finance: finance	R 26 768,09	Sandton
8	3552	Invitation To Register/Or Update Supplier Information On WRDM Supplier	Ndabana Media Production	2023/08/18	Finance: finance	R 25 896,85	Germiston
9	3547	Actuarial Valuation Employees Benefits Grap 25	Arch Actuarial Consulting Cc	2023/08/16	Finance: finance	R 19 205,00	Cape Town
10	3546	Caseware Cloud Uncapped Storage	Munsoft	2023/08/16	Finance: finance	R 18 794,27	Rondepoort
11	3544	Maintenance Of Corporate Service Printer	Apex Business Systems	2023/08/16	Administrative and Corporate Support: Adm	R 7 275,60	Sandton
12	3543	PPE	Sunday Kit Uniform Suppliers C	2023/08/16	Finance: finance	R 19 186,50	Johannesburg
13	3542	Supply And Delivery of Computer Equipment For Rams	Technovet Solutions	2023/08/16	Economic Development/Planning: West Rand	R 17 983,00	Rondepoort
14	3541	Fixing of Toilets At Wrdm And Fire Stations	Madialisa Enterprise	2023/08/16	Administrative and Corporate Support: Cor	R 29 800,00	Randfontein
15	3539	Supply And Fit Brake Caliper n Toyota Corolla Reg: JT13RY GP	Twananani Trading Enterprise	2023/08/11	Finance: finance	R 5 462,50	Braamfontein
16	3538	Repair A Radiator And Clean Intercooler On Mercedes Atego Reg: WYK152G	Marce Projects Pty Ltd	2023/08/11	Finance: finance	R 17 883,77	Centurion
17	3537	Call Out Starter Remove And Refit (Recon) On Iveco Truck Reg: FN632XGP	Twananani Trading Enterprise	2023/08/11	Finance: finance	R 7 187,50	Braamfontein
18	3592	Laptop For Regional Planning And Re-industrialization	Makteck Enterprise (Pty) Ltd	2023/12/04	Administrative and Corporate Support: Cor	R 29 000,00	Fourways
19	3593	Supply + Fit 689c Batteries On Mercedes Fire Truck REG: F505RHGP	Twananani Trading Enterprise	2023/12/12	Finance: finance	R 11 040,00	Braamfontein

Order Number	Description	Supplier	Date	Category	Amount	Location
20	3594 Supply + Fit 685z Batteries On Mercedes Fire Truck REG: WYK138GP	Twananani Trading Enterprise	2023/12/12	Finance: Finance	R 11 040,00	Braamfontein
21	3595 Front & Rear Brake Pads; Rear Discs For Toyota Fortuner	Twananani Trading Enterprise	2023/12/12	Finance: Finance	R 11 143,50	Braamfontein
22	3597 Catering For HIV/AIDS Event	Popuse Place	2023/11/30	Health Services: HIV/AIDS Projects 9314	R 25 875,00	Bandfontein
23	3593 Supply And Delivery Of Personal Protective Equipment (PPE) And Environmental And Climate Change Awareness Materials	Mindful Enterprise	2023/11/17	Health Services: Health Services	R 29 134,00	Bandfontein
24	3579 Call Out For Engine Flush And Fill Up Engine Oil And Anti-Freeze On Mercedes Atego Reg No: BD68LPGP	Marce Projects (Pty) Ltd	2023/11/09	Finance: Finance	R 11 836,47	Centurion
25	3581 Clean And Repair Radiator On Mercedes Atego Reg: WYK137GP	Marce Projects (Pty) Ltd	2023/11/17	Finance: Finance	R 14 686,26	Centurion
26	3576 7500km Service On Nissan Np200 Reg: JP 74 VK GP	Twananani Trading Enterprise	2023/11/09	Finance: Finance	R 3 254,50	Mramfontein
27	3578 Supply A Battery And Electrical Faults On Iveco Reg: FN 6R ZX GP	Twananani Trading Enterprise	2023/11/09	Finance: Finance	R 13 541,25	Braamfontein
28	3572 1 Laptop & 1 Laptop For EPWP DATA Capture	Lehakwe Business Solutions	2023/10/10	Administrative and Corporate Support: Adm	R 13 509,05	Pretoria
29	3567 Repair Intercooler On A Mercedes Atego REG NO: WYK132GP	Marce Projects (Pty) Ltd	2023/10/05	Finance: Finance	R 14 580,00	Centurion
30	3568 Towing And Recovery Of A Fire Truck Reg No: WYK167GP From Muldersdrift	Marce Projects (Pty) Ltd	2023/10/10	Finance: Finance	R 16 512,56	Centurion
31	3570 Replace Wheel Bearing (Front) On Toyota Etios Reg: JP33PY GP	Twananani Trading Enterprise	2023/10/10	Finance: Finance	R 5 060,00	Braamfontein
32	3569 60 000 KM Service On Nissan NP200 Reg: P 74VL GP As Per Quote Attached	Twananani Trading Enterprise	2023/10/10	Finance: Finance	R 3 254,50	Braamfontein
33	3628 Municipal Finance Management Internship Programme Advert	Kwaza Communications CC	2024/03/18	Administrative and Corporate Support: Adm	R 16 157,81	Johannesburg
34	3625 Transport For the CSF Elections	Phakamani Szwarc Cons & Project	2024/09/18	Health Services: Health Services	R 28 500,00	Bandfontein
35	3617 4 X Disaster Management and Community Safety WiFi Access Points	Lehakwe Business Solutions	2024/02/20	Administrative and Corporate Support: Adm	R 18 860,00	Pretoria
36	3613 Tender Advert	Kamata Promotions	2024/02/20	Finance: Finance	R 25 451,50	Johannesburg
37	3614 Laptop and Laptop Bag for Skills Development Officer	Rumymede Advisory and Consult	2024/02/16	Administrative and Corporate Support: Adm	R 17 655,08	Johannesburg
38	3618 Service and Maintenance of Fire Engine REG: WYK 158 GP	Twananani Trading Enterprise	2024/02/27	Finance: Finance	R 12 045,10	Braamfontein
39	3620 80 000KM Service on Toyota Etios REG: JP 33 GK GP	Twananani Trading Enterprise	2024/02/27	Finance: Finance	R 4 461,08	Braamfontein
40	3612 Service on Mercedes Atego Reg: FS05RH GP	Twananani Trading Enterprise	2024/02/14	Finance: Finance	R 12 045,10	Braamfontein
41	3611 40 000 KM service on Mercedes Fire Truck Reg: FS05TP GP	Twananani Trading Enterprise	2024/02/14	Finance: Finance	R 12 045,10	Braamfontein

No.	Order Number	Description	Supplier	Date	Finance	Amount	Location
42	3610	70 000 km service on Toyota Etios Reg. JP39PY GP	Twananani Trading Enterprise	2024/02/14	Finance: Finance	R 4 461,08	Braamfontein
43	3608	30 000 km service on Nissan NP200 Reg. JP7AVH GP	Twananani Trading Enterprise	2024/02/14	Finance: Finance	R 3 254,50	Braamfontein
44	3609	40 000 km Service on Toyota Etios reg. JP33HD GP	Twananani Trading Enterprise	2024/02/14	Finance: Finance	R 4 461,08	Braamfontein
45	3613	Callout, Diagnostics and electrical repairs on Mercedes Fire Truck Reg. ES0AVI GP	Twananani Trading Enterprise	2024/02/14	Finance: Finance	R 10 350,00	Braamfontein
46	3601	5kVA Petrol Generator-20L Jerry Can; 15 Meter Extension Cord 3 Head LED Tripod Emergency Lights	Pheulu Trading Services	2024/01/24	Risk Management: Disaster Management	R 28 480,80	Randfontein
47	3603	Supply and fit new battery and replace prop shaft on Iveco Reg. FN68BM	Marce Projects Pty Ltd	2024/01/30	Finance: Finance	R 18 348,77	Centurion
48	3602	Tender Advert	Trazima	2024/01/26	Finance: Finance	R 24 163,13	Johannesburg
49	3607	Executive Director-Public Safety Vacancy Advert	Basadi Media and Personnel	2024/02/01	Administrative and Corporate Support: Adm	R 16 937,20	Pretoria
50	3600	Laptop for HR Manager	Lelakwe Business Solutions	2024/01/24	Administrative and Corporate Support: Adm	R 23 121,90	Pretoria
51	3670	Replacement of Brake Discs and Brake Pads	Marce Projects (Pty) Ltd	2024/06/27	Finance: Finance	R 2 388,02	Centurion
52	3659	Supply 90 000KM Service on Toyota Corolla REG: JT 13 RY GP	Marce Projects (Pty) Ltd	2024/06/27	Finance: Finance	R 4 951,14	Centurion
53	3668	Service for 90 000KM REG: JP 7ANV GP	Marce Projects (Pty) Ltd	2024/06/27	Finance: Finance	R 10 980,93	Centurion
54	3667	Supply 75000KM Service on Nissan NP200 Bakkie REG: JP7AVLGP	Twananani Trading Enterprise	2024/06/25	Finance: Finance	R 4 450,50	Braamfontein
55	3666	Removal of Backup Generator(WROM Building); Transportation and Lifting Strip and Quote	Twananani Trading Enterprise	2024/06/25	Finance: Finance	R 25 898,00	Braamfontein
56	3665	Invitation to Both Current and Prospective Service Providers to Update Information Advert	Trazima (Pty) Ltd	2024/06/24	Finance: Finance	R 23 552,72	Soweto
57	3664	Supply 90 000KM Service on Toyota Etios Reg:JP33GKGP	Marce Projects (Pty) Ltd	2024/06/18	Finance: Finance	R 2 608,71	Centurion
58	3663	40 000KM Service on Toyota Etios Reg:JP33GTGP	Marce Projects (Pty) Ltd	2024/06/18	Finance: Finance	R 4 157,62	Centurion
59	3662	Unforseen repairs on Mercedes Fire Truck Reg:SD08MGP	Marce Projects (Pty) Ltd	2024/06/18	Finance: Finance	R 10 431,56	Centurion

Item No.	Description	Supplier	Invoice No.	Invoice Date	Amount	Location
60	3651 Supply Service (Engine) on Toyota Etos Reg: JP33FYGP	Twananani Trading Enterprise		2024/05/18	R 4 551,70	Braamfontein
61	3658 Traffic Counting Boards with Tally Counters	GwabasGreen (Pty) Ltd		2024/05/28	R 27 300,00	Kagiso
62	3657 Supply and Fit 21R 22.5 Tyres on FS05VJGP Mercedes Fire Truck	Twananani Trading Enterprise		2024/05/27	R 15 540,00	Braamfontein
63	3656 Oil Out on Iveco F033 Reg: FN03BDGP	Twananani Trading Enterprise		2024/05/27	R 15 640,00	Braamfontein
64	3655 Brake Overhaul Front and Rear on Mercedes Atego Reg: KS06WNGP	Marce Projects (Pty) Ltd		2024/05/27	R 15 448,25	Centurion
65	3654 Supply and Fit Black S/Steel Range Roll Bars on Three (3) Toyota Hilux	Marce Projects (Pty) Ltd		2024/05/27	R 22 701,00	Centurion
66	3653 Transport for the NSP Workshop	Roof Transport Storage		2024/05/20	R 8 650,00	Randfontein
67	3652 Catering for the NSP Workshop	Bhango Business Enterprise CC		2024/05/20	R 10 465,00	Randfontein
68	3648 External Vacant Positions Advert	Trezima (Pty) Ltd		2024/05/09	R 27 885,32	Soweto
69	3647 Actuarial Valuations Employee Benefits GRAP 25	Arch Actuarial Consulting CC		2024/05/09	R 21 505,00	Cape Town
70	3646 Investment Properties	Mogalakwena Valuers (Pty) Ltd		2024/05/09	R 8 625,00	Krugersdorp
71	3645 Galaxy Tablets for the Asset Management Unit	Lehalwe Business Solutions		2024/05/07	R 12 075,00	Pretoria
72	3644 Personal Protective Equipment for RRAMS	Dunco Mbona Trading Enterprise		2024/05/07	R 24 633,00	Kagiso
73	3643 General Vehicle Service on Toyota Etos Reg:JP33HUGP	Marce Projects (Pty) Ltd		2024/04/19	R 4 995,01	Centurion
74	3642 Provision of Transport for CSF by-Elections	Dunco Mbona Trading Enterprise		2024/04/12	R 13 742,50	Kagiso
75	3641 Catering for MRS	Jhepheng Holdings (Pty) Ltd		2024/04/12	R 6 900,00	Randfontein
76	3639 Repair Brakes: Left Caliper and Brake Pads on Toyota Fortuner	Twananani Trading Enterprise		2024/04/12	R 19 117,60	Braamfontein
77	3636 Transfer Advert: Re-Advert: Building Maintenance	Trezima (Pty) Ltd		2024/04/11	R 19 264,67	Soweto
78	3635 Competency Assessment	Gijima Holdings (Pty) Ltd		2024/04/11	R 14 400,00	Centurion
79	3634 Supply Rubberising on Toyota Hilux REG: LN21TKGP	Twananani Trading Enterprise		2024/04/10	R 6 600,00	Braamfontein
80	3633 Rubberising of Headbin on Toyota Hilux REG: LN21V0GP	Twananani Trading Enterprise		2024/04/10	R 6 600,00	Braamfontein
81	3632 Supply Rubberising on Toyota Hilux REG: LN21TVGP	Twananani Trading Enterprise		2024/04/10	R 6 600,00	Braamfontein
Total (Net Incl.)					R 1 149 063,36	



West Rand District Municipality



BUDGET AND TREASURY OFFICE

"Annexure 3"

SUPPLY CHAIN MANAGEMENT UNIT

RFQ AWARDS REPORT FOR THE FINANCIAL YEAR 2023/24

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/MM/01/2024	Facilitator for The WRDM Strategic Planning Session.	Vision Active Holdings (Pty) Ltd.	07/07/2023	17/07/2023	90	19/07/2023	03 days	R 138 460,00	Germiston
2	WR/RPED/03/2024	Supply, Delivery and Provision of Support Services of Rural Roads Asset Management System Data Capture Software.	Michael David Pinto.	03/08/2023	15/08/2023	84	12/09/2023	20 days	R 98 500,00	Garstfontein
3	WR/FIN/07/2024	Supply, installation and Monitoring of vehicle tracking system for a period of three (3) years.	Crack Fleet Management Solutions (Pty) Ltd.	30/08/2023	08/09/2023	93	26/09/2023	12 days	R 140 056,20	Centurion
4	WR/CORP/06/2024	Hosting and Enhancing the WRDM Website for a period of thirty six (36) Months.	CNetworks Consulting (Pty) Ltd.	04/09/2023	13/09/2023	90	09/10/2023	19 days	R 86 733,00	Midrand
5	WR/CORP/02/2024	Certificate: Municipal Financial Management (NQF Level 5).	Fachs Business Consulting & Training.	04/09/2023	13/09/2023	93	23/10/2023	29 days	R 174 800,00	Midrand
6	WR/FIN/27/2024.	GIGFARO Annual Conference Travel Arrangements to Cape Town ICC	Travel Daring Adventures (Pty) Ltd.	11/10/2023	19/10/2023	95	19/10/2023	01 day	R 49 360,00	Centurion
7	WR/FIN/28/2024	Supply and delivery of Stationery for WRDM	EZKA Tom Trading and Projects (Pty) Ltd	20/11/2023	29/11/2023	92	06/12/2023	06 days	R 127 690,80	Westonaria
8	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	17/04/2024	25 days	R 119 708,33	Centurion
9	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	17/04/2024	25 days	R 47 610,00	Nigel
10	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	17/04/2024	25 days	R 158 665,50	Randfontein
11	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	17/04/2024	25 days	R 39 675,00	Centurion
12	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	17/04/2024	25 days	R 110 000,00	Krugersdorp
13	WR/PS/21/2023	Supply and Delivery of One Skid Unit	Denoerens Business Enterprise (Pty) Ltd.	30/11/2023	2023/08/12	98	17/04/2024	25 days	R 60 000,00	Krugersdorp
14	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	17/04/2024	25 days	R 100 081,05	Durban
15	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	17/04/2024	25 days	R 95 860,60	Centurion

No.	Bid No.	DESCRIPTION	Name of Service Provider	Date of Advert	Closing Date	Total Points Score	Date of Award	Turnaround Time	Bid Amount (Vat Incl.)	Location
16	WR/MHS/35/2024	Catering for CSF Elections	Afro Tribe Enterprise.	2024/12/02	21/02/2024	95		22/02/2024	R 42 160,00	Randfontein
17	WR/PS/14/2024	Supply and Delivery of Contined Space Rescue Set for Fire and Rescue Services	Aquila Corp (Pty) Ltd.	15/02/2024	26/02/2024	90		13/03/2024	R 199 435,88	Boksburg
18	WR/PS/29/2023	Supply and Delivery of Barricading Equipment for Sinkholes	Gwabaggreens (Pty) Ltd.	15/02/2024	26/02/2024	95		13/03/2024	R 96 750,00	Kagiso
19	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	R 75 267,50	Randburg
20	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	R 187 335,00	Ruodepoort
21	WR/MM/35/2024	CIGFARO Public Sector Audit & Risk Indaba 23-25 April 2024, Cape Town ICC	Madisala Enterprise (Pty) Ltd.	08/04/2024	17/04/2024	92		19/04/2024	R 55 997,00	Randfontein
22	WR/FIN/25/2024	Supply and Delivery of Cleaning Material for the WRDM	Gwabaggreens (Pty) Ltd.	22/03/2024	05/04/2024	95		22/04/2024	R 140 875,00	Kagiso
23	WR/PS/24/2024	Supply and Delivery of Six Roof Ladders for Fire and Rescue Services	Aquilacorp (Pty) Ltd.	26/03/2024	08/04/2024	90		22/04/2024	R 138 793,50	Boksburg
24	WR/PS/13/2024	Supply and Delivery of Ten Chain Saws for Fire and Rescue Services	Aquilacorp (Pty) Ltd.	26/03/2024	08/04/2024	90		22/04/2024	R 191 935,00	Boksburg
25	WR/MHS/41/2024	The National TB Conference 4th - 7th June 2024 Durban ICC.	Madisala Enterprise (Pty) Ltd.	22/05/2024	31/05/2024	92		31/05/2024	R 116 100,00	Randfontein
26	WR/PS/39/2024	Supply and Delivery of Barricading Equipment for Sinkholes	Ntshovelo Business Enterprise (Pty) Ltd.	22/05/2024	31/05/2024	95		24/06/2024	R 65 100,50	Kagiso
Total (Vat Incl.)									R 2 856 949,86	



West Rand District Municipality



"Annexure 4"

BUDGET AND TREASURY OFFICE

SUPPLY CHAIN MANAGEMENT UNIT

TENDER AWARDS REPORT FOR THE FINANCIAL YEAR 2023/24

No.	Tender No:	Description	Name of Service Provider	Appointment Date	Contract Term	Bid Amount (Vat Incl.)	Location
1	WR/PS/17/23	Supply and Delivery of Six (6) 2500l Water Trailers for West Rand District Municipality	Mafanisa A Trading (Pty) Ltd.	13/11/2023	Once-off	R 450 000,00	Roodepoort
2	WR/CORP/21/23	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.	Thomani Technology Solutions	19/04/2024	3 Years	As per rates	Edenvale
			Connect the Dots Training & Consulting	19/04/2025	3 Years	As per rates	Roodepoort
			Khomotso Consulting	19/04/2026	3 Years	As per rates	Rosebank
			Resonance Institute of Learning	19/04/2027	3 Years	As per rates	Johannesburg
			Namagwanishe Investment	19/04/2028	3 Years	As per rates	Polokwane
			PMA Holding (Pty) Ltd	19/04/2029	3 Years	As per rates	Johannesburg
			Vala Nge Bhetshu Human Capital Development	19/04/2030	3 Years	As per rates	Midrand
			African Global Skills Academy	19/04/2031	3 Years	As per rates	Randburg
			Southern African Youth Movement	19/04/2032	3 Years	As per rates	Pretoria
			Edu-Fleet	19/04/2033	3 Years	As per rates	Johannesburg
			Bantubanye Investments CC	19/04/2034	3 Years	As per rates	Johannesburg
			Nyankwavi Investment CC	19/04/2035	3 Years	As per rates	Tzaneen
			Melatrend Management Consultancy	19/04/2036	3 Years	As per rates	Brakpan
3	WR/PS/23/24	Supply and Delivery of Two (2) Breathing Air Compressors for Public Safety (Rescue and Services) for the West Rand District Municipality	Vanguard Fire and Safety Inland (Pty) Ltd	07/06/2024	Once-off	R 413 321,50	Durban
4	WR/PS/25/24	Supply and Delivery, Installation and Certification of 1x3-Phase 12KVA Inverter UPS, and 5x5, 12KW Lithium Batteries to the 107 Emergency Operations Centre, West Rand District Municipality	Siboneni Motor Center	07/06/2024	Once-off	R 299 850,00	Boksburg
5	WR/PS/24/24	Provision of Building Maintenance for Emergency Operation Centre and Four (4) Fire Stations.	Nala Trading Enterprise CC	14/06/2024	Once-off	R 2 719 181,44	Germiston
						Total (Vat incl.)	R 3 882 352,94



West Rand District Municipality



BUDGET AND TREASURY OFFICE

SUPPLY CHAIN MANAGEMENT UNIT

"Annexure 5"

DEVIATION REPORT FOR THE FINANCIAL YEAR 2023/24

No.	Date	Service Provider	Amount	Department	Commodity	Category	Reason for Deviation
1	11/07/2023	Apex Business Systems (Pty) Ltd.	R 7 275,60	Corporate Services.	Maintenance of Printing Machine.	v	Service Provider to repair Corporate Service's damaged printer.
2	25/07/2023	SALGA	R 8 000,00	Municipal Manager's Office.	SALGA Provincial Member Assembly 2023.	v	South African Local Government Association (SALGA) is the sole provider that invited eight delegates to attend SALGA Provincial Member Assembly.
3	24/05/2024	foundation for professional development fund	R 18 000,00	Health and Social Services	The National TB Conference 4th – 7th June 2024 Durban ICC	v	Participate in the National TB Conference 4th – 7th June 2024 Durban ICC
Total (vat incl.)			R 33 275,60				

N.B: The following represents the Categories of Deviation:

- i Emergency
- ii Sole Provider
- iii Acquisition of special works of art or historical objects where specification are difficult to compile
- iv Acquisition of animals for zoo
- v Impractical to follow SCM Process

STOCK TAKING REPORT

4th QUARTER APRIL - JUNE 2024

ITEM NO	DESCRPTION	QUANTITY PER MUNSOFT	QUANTITY COUNTED	VARIANCE	REASON FOR VARIANCE
300001	PAPER A4 80 GSM WHITE	30	30	0	N/A
300003	BOOKS-SHORTHAND	5	5	0	N/A
300004	BOOKS-COUNTER A4	14	14	0	N/A
300005	CD'S RECORDABLE	44	44	0	N/A
300007	CORRECTION TAPE	49	49	0	N/A
300041	EXAM PAD A4	12	12	0	N/A
300044	FILES-FOLDER	1595	1595	0	N/A
300045	HIGHLIGHTERS	18	18	0	N/A
300045	LEVER ARCH FILES	81	81	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	42	42	0	N/A
300050	MARKER ARTLINE	128	128	0	N/A
300051	POCKET A4 (PACKET)	7	7	0	N/A
300052	BALLPOINT PENS MEDIUM	53	53	0	N/A
300060	POST-IT NOTES 654	32	32	0	N/A
300060	PRITT	30	30	0	N/A
300064	PUNCH	37	37	0	N/A
300065	RULERS	27	27	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	37	37	0	N/A
300069	STAPLES	4	4	0	N/A
300070	STAPLE REMOVER	10	10	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
300076	PENS B/P PILOT BPS FINE BLUE	292	292	0	N/A





300077	ENVELOPES BOX 114 X 162	12	12	0	12	0	N/A
300079	ENVELOPES 110 X 220	16	16	0	16	0	N/A
300082	PAPER CLIPS GIANT	48	48	0	48	0	N/A
300084	INDEX TABS	82	82	0	82	0	N/A
300085	STAMP PAD INK 300ML	9	9	0	9	0	N/A
300087	RING REINFORCEMENTS PVC 250'S	25	25	0	25	0	N/A
300090	FILE FASTENER	14	14	0	14	0	N/A
300091	CALCULATOR RIBBON	11	11	0	11	0	N/A
300092	CUBE REFILLS COLOURED	43	43	0	43	0	N/A
300093	PICTURE MOUSE PADS	11	11	0	11	0	N/A
300094	TIDY FILES-ARCHIVE	400	400	0	400	0	N/A
300100	ENVELOPES A5 SELF SEAL BOX	12	12	0	12	0	N/A
300101	BOOK-MANUSCRIPT A5	133	133	0	133	0	N/A
300102	TIPPEX CORRECTION FLUID	89	89	0	89	0	N/A
300103	FLIPCHART PADS	6	6	0	6	0	N/A
300107	POST-IT FLAGS BANDERITAS	73	73	0	73	0	N/A
300110	ENVELOPES 110 X 220 WINDOW BOX	10	10	0	10	0	N/A
300112	PAPER A4 80GSM PINK	2	2	0	2	0	N/A
300114	FILE-QUOTATION(SOLID BACK,CLEAR FRON)	8	8	0	8	0	N/A
300115	PAPER A4 80GSM MINT	5	5	0	5	0	N/A
300116	PVC TRANSPARENT COVERS A4(0.18MM)	13	13	0	13	0	N/A
300121	PAPER A3 80G WHITE	9	9	0	9	0	N/A
300124	DVD +R VERBATIM	88	88	0	88	0	N/A
300139	STRIPS A4 (L54/29701492) WHITE	29	29	0	29	0	N/A
300149	MEMORY STICK	24	24	0	24	0	N/A
300153	CASSETTE 90 MINUTES	25	25	0	25	0	N/A
300154	ENVELOPES A3	5	5	0	5	0	N/A
310003	BROOM HARD	20	20	0	20	0	N/A
310004	BROOM SOFT	1	1	0	1	0	N/A
310005	BUCKET 25L	2	2	0	2	0	N/A
310005	DISHCLOTH	106	106	0	106	0	N/A
310009	DEO BLOCKS	51	51	0	51	0	N/A
310010	DISHWASHING LIQUID	138	138	0	138	0	N/A
310011	DISINFECTANT CLEANER	41	41	0	41	0	N/A
310012	DOMESTOS	134	134	0	134	0	N/A

310016	FURNITURE POLISH	35	35	0	N/A
310019	HANDY ANDY	133	133	0	N/A
310022	MUTTON CLOTH	25	25	0	N/A
310027	REFUSE BAGS	133	133	0	N/A
310029	TOILETPAPER 48'S	136	136	0	N/A
310034	JAY'S FLUID	3	3	0	N/A
310037	SCOTCH BRITE	7	7	0	N/A
310038	GLOVES-CLEANING	52	52	0	N/A
310043	SUNLIGHT SOAP	21	21	0	N/A
310045	TOILET DUCK	162	162	0	N/A
310049	CARBRO KETTLE & STEAM IRON CLEANER	2	2	0	N/A
310050	SWINGBIN BAGS KITCHEN	133	133	0	N/A
310054	FEATHER DUSTERS	39	39	0	N/A
310064	CARPET SHAMPOO	6	6	0	N/A
310067	MOP HOUSEHOLD	17	17	0	N/A
310067	TOILET BRUSH	50	50	0	N/A
310068	PINE GEL	38	38	0	N/A
BATCH 00046		5517	5517	0	

Team 1: Tshupo Monyepao
Ndabenhle Hlombe

Team 2: Lieketseng Mosia
Sibongile Mashola


Sign Off: Goitsemodimo Mandona
Samuel Ramaele

West Rand District Municipality
4th Quarter 27-Jun-24

Team 1: Tshapo Monyepao

Ndabenhle Hlombe



BATCH 00046
STOCK TAKING

ITEM NO	DESCRIPTION	Team 1 Count
300001	PAPER A4 80 GSM WHITE	30
300003	BOOKS-SHORTHAND	05
300004	BOOKS-COUNTER A4	14
300005	CD'S RECORDABLE	44
300007	CORRECTION TAPE	49
300041	EXAM PAD A4	12
300044	FILES-FOLDER	1595
300045	HIGHLIGHTERS	18
300045	LEVER ARCH FILES	81
300047	LEAD PENCIL .05	71
300048	MAGIC CLIP (BOX)	37
300049	MAGIC CLIP DISPENSER	42
300050	MARKER ARTLINE	128
300051	POCKET A4 (PACKET)	07
300052	BALLPOINT PENS MEDIUM	53
300060	POST-IT NOTES 654	32
300060	PRITT	30
300064	PUNCH	37
300065	RULERS	27
300066	RUBBER BANDS	21
300067	SCHMIDT REFILL P 900 F BLACK	43
300068	STAPLERS	37
300069	STAPLES	04
300070	STAPLE REMOVER	10
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	52
300085	STAMP PAD INK 300ML	09
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	400
300100	ENVELOPES A5 SELF SEAL BOX	12
300101	BOOK-MANUSCRIPT A5	133
300102	TIPPEX CORRECTION FLUID	89


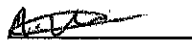
300103	FLIPCHART PADS	06
300107	POST-IT FLAGS BANDERITAS	73
300110	ENVELOPES 110 X 220 WINDOW BOX	10
300112	PAPER A4 80GSM PINK	02
300114	FILE-QUOTATION(SOLID BACK,CLEAR FRON)	08
300115	PAPER A4 80GSM MINT	05
300116	PVC TRANSPARENT COVERS A4(0.18MM)	13
300121	PAPER A3 80G WHITE	09
300124	DVD +R VERBATIM	88
300139	STRIPS A4 (L54/29701492) WHITE	29
300149	MEMORY STICK	24
300153	CASSETTE 90 MINUTES	25
300154	ENVELOPES A3	05
310003	BROOM HARD	20
310004	BROOM SOFT	01
310005	BUCKETS 25L	02
310007	DISHCLOTH	106
310009	DEO BLOCKS	51
310010	DISHWASHING LIQUID	138
310011	DISINFECTANT CLEANER	41
310012	DOMESTOS	134
310016	FURNITURE POLISH	35
310019	HANDY ANDY	133
310022	MUTTON CLOTH	25
310027	REFUSE BAGS	133
310029	TOILETPAPER 48'S	136
310034	JAY'S FLUID	03
310037	SCOTCH BRITE	07
310038	GLOVES-CLEANING	52
310043	SUNLIGHT SOAP	21
310045	TOILET DUCK	162
310049	CARBRO KETTLE & STEAM IRON CLEANER	02
310050	SWING BAGS KITCHEN	133
310054	FEATHER DUSTERS	39
310064	CARPET SHAMPOO	06
310065	MOP HOUSEHOLD	17
310067	TOILET BRUSH	50
310068	PINE GEL	38
BATCH 00046		5517

West Rand District Municipality

4th Quarter 27-Jun-24

Team 1: Tshepo Monyepao

Ndabenhle Hlombe

2



BATCH 00046
 STOCK TAKING

ITEM NO	DESCRTIPTION	Team 1 Count
300001	PAPER A4 80 GSM WHITE	30
300003	BOOKS-SHORTHAND	5
300004	BOOKS-COUNTER A4	14
300005	CD'S RECORDABLE	44
300007	CORRECTION TAPE	49
300041	EXAM PAD A4	12
300044	FILES-FOLDER	1595
300045	HIGHLIGHTERS	18
300045	LEVER ARCH FILES	81
300047	LEAD PENCIL .05	71
300048	MAGIC CLIP (BOX)	37
300049	MAGIC CLIP DISPENSER	42
300050	MARKER ARTLINE	128
300051	POCKET A4 (PACKET)	7
300052	BALLPOINT PENS MEDIUM	53
300060	POST-IT NOTES 654	32
300060	PRITT	30
300064	PUNCH	37
300065	RULERS	27
300066	RUBBER BANDS	21
300067	SCHMIDT REFILL P 900 F BLACK	43
300068	STAPLERS	37
300069	STAPLES	4
300070	STAPLE REMOVER	10
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	400
300100	ENVELOPES A5 SELF SEAL BOX	12
300101	BOOK-MANUSCRIPT A5	133
300102	TIPPEX CORRECTION FLUID	89

300103	FLIPCHART PADS	6
300107	POST-IT FLAGS BANDERITAS	73
300110	ENVELOPES 110 X 220 WINDOW BOX	10
300112	PAPER A4 80GSM PINK	2
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	9
300124	DVD +R VERBATIM	88
300139	STRIPS A4 (L54/29701492) WHITE	29
300149	MEMORY STICK	24
300153	CASETTE 90 MINUTES	25
300154	ENVELOPES A3	5
310003	BROOM HARD	20
310004	BROOM SOFT	1
310005	BUCKETS 25L	2
310007	DISHCLOTH	106
310009	DEO BLOCKS	51
310010	DISHWASHING LIQUID	138
310011	DISINFECTANT CLEANER	41
310012	DOMESTOS	134
310016	FURNITURE POLISH	35
310019	HANDY ANDY	133
310022	MUTTON CLOTH	25
310027	REFUSE BAGS	133
310029	TOILETPAPER 48'S	136
310034	JAY'S FLUID	3
310037	SCOTCH BRITE	7
310038	GLOVES-CLEANING	52
310043	SUNLIGHT SOAP	21
310045	TOILET DUCK	162
310049	CARBRO KETTLE & STEAM IRON CLEANER	2
310050	SWING BAGS KITCHEN	133
310054	FEATHER DUSTERS	39
310064	CARPET SHAMPOO	6
310065	MOP HOUSEHOLD	17
310067	TOILET BRUSH	50
310068	PINE GEL	38
BATCH 00046		5517

West Rand District Municipality
4th Quarter 27-Jun-24

Team 2: Lieketseng Mosia
Sibongile Mashola

BATCH 00046
STOCK TAKING

ITEM NO	DESCRTIPTION	Team 2 Count
300001	PAPER A4 80 GSM WHITE	30
300003	BOOKS-SHORTHAND	5
300004	BOOKS-COUNTER A4	14
300005	CD'S RECORDABLE	44
300007	CORRECTION TAPE	49
300041	EXAM PAD A4	12
300044	FILES-FOLDER	1995
300045	HIGHLIGHTERS	18
300045	LEVER ARCH FILES	81
300047	LEAD PENCIL .05	71
300048	MAGIC CLIP (BOX)	37
300049	MAGIC CLIP DISPENSER	42
300050	MARKER ARTLINE	128
300051	POCKET A4 (PACKET)	7
300052	BALLPOINT PENS MEDIUM	63
300060	POST-IT NOTES 654	32
300060	PRITT	30
300064	PUNCH	37
300065	RULERS	27
300066	RUBBER BANDS	21
300067	SCHMIDT REFILL P 900 F BLACK	43
300068	STAPLERS	37
300069	STAPLES	4
300070	STAPLE REMOVER	10
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	68
300084	INDEX TABS	32
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	400
300100	ENVELOPES A5 SELF SEAL BOX	12
300101	BOOK-MANUSCRIPT A5	133
300102	TIPPEX CORRECTION FLUID	89

300103	FLIPCHART PADS	6
300107	POST-IT FLAGS BANDERITAS	73
300110	ENVELOPES 110 X 220 WINDOW BOX	10
300112	PAPER A4 80GSM PINK	2
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	9
300124	DVD +R VERBATIM	88
300139	STRIPS A4 (L54/29701492) WHITE	29
300149	MEMORY STICK	24
300153	CASSETTE 90 MINUTES	25
300154	ENVELOPES A3	8
310003	BROOM HARD	20
310004	BROOM SOFT	1
310005	BUCKETS 25L	2
310007	DISHCLOTH	106
310009	DEO BLOCKS	51
310010	DISHWASHING LIQUID	138
310011	DISINFECTANT CLEANER	41
310012	DOMESTOS	134
310016	FURNITURE POLISH	35
310019	HANDY ANDY	133
310022	MUTTON CLOTH	25
310027	REFUSE BAGS	133
310029	TOILETPAPER 48'S	136
310034	JAY'S FLUID	3
310037	SCOTCH BRITE	7
310038	GLOVES-CLEANING	52
310043	SUNLIGHT SOAP	21
310045	TOILET DUCK	162
310049	CARBRO KETTLE & STEAM IRON CLEANER	2
310050	SWING BAGS KITCHEN	133
310054	FEATHER DUSTERS	39
310064	CARPET SHAMPOO	6
310065	MOP HOUSEHOLD	17
310067	TOILET BRUSH	60
310068	PINE GEL	38
BATCH 00046		567

West Rand District Municipality
4th Quarter 27-Jun-24

Team 2: Lieketseng Mosia
Sibongile Mashola

BATCH 00046
STOCK TAKING

ITEM NO	DESCRPTION	Team 2 Count
300001	PAPER A4 80 GSM WHITE	30
300003	BOOKS-SHORTHAND	5
300004	BOOKS-COUNTER A4	14
300005	CD'S RECORDABLE	44
300007	CORRECTION TAPE	49
300041	EXAM PAD A4	12
300044	FILES-FOLDER	1595
300045	HIGHLIGHTERS	18
300045	LEVER ARCH FILES	81
300047	LEAD PENCIL .05	71
300048	MAGIC CLIP (BOX)	37
300049	MAGIC CLIP DISPENSER	42
300050	MARKER ARTLINE	128
300051	POCKET A4 (PACKET)	7
300052	BALLPOINT PENS MEDIUM	53
300060	POST-IT NOTES 654	32
300060	PRITT	30
300064	PUNCH	37
300065	RULERS	27
300066	RUBBER BANDS	21
300067	SCHMIDT REFILL P 900 F BLACK	43
300068	STAPLERS	37
300069	STAPLES	4
300070	STAPLE REMOVER	10
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	400
300100	ENVELOPES A5 SELF SEAL BOX	12
300101	BOOK-MANUSCRIPT A5	133
300102	TIPPEX CORRECTION FLUID	89

300103	FLIPCHART PADS	6
300107	POST-IT FLAGS BANDERITAS	73
300110	ENVELOPES 110 X 220 WINDOW BOX	10
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300114	FILE-QUOTATION(SOLID BACK,CLEAR FRON)	8
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300116	PVC TRANSPARENT COVERS A4(0.18MM)	13
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310027	REFUSE BAGS	133
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310038	GLOVES-CLEANING	52
310043	SUNLIGHT SOAP	21
310045	TOILET DUCK	162
310049	CARBRO KETTLE & STEAM IRON CLEANER	2
310050	SWING BAGS KITCHEN	133
310054	FEATHER DUSTERS	39
310064	CARPET SHAMPOO	6
310065	MOP HOUSEHOLD	17
310067	TOILET BRUSH	50
310068	PINE GEL	38
BATCH 00046		5517



West Rand District Municipality



BUDGET AND TREASURY OFFICE SUPPLY CHAIN MANAGEMENT UNIT

"Annexure 6"

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	Total Contract Value	Business Unit/ End-User	Contract Manager	Telephone Number	Email Address
1	WR/FIN/10/17	Munsoft (Pty) Ltd.	Mescoa Financial	15/08/2017	15/08/2017	14/08/2025	36 Months	As per agreed Rates	Corporate Services	G. Magole	011 411 5016	gmaagole@wrddm.gov.za
2	WR/FIN/06/20	1. Tlwanaani Trading Enterprise Trading Enterprise v/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. Ramaele	011 411 5251	sramaale@wrddm.gov.za
3	WR/MHS/03/21	TVBN Manzi Funeral Palour	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@wrddm.gov.za
4	WR/CORP/04/21	1. Lizel Venter Attorneys 2. Madhlopa & Thenga Incorporated 3. Phumbane Mokone Incorporated Attorneys 4. Verveen 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	gmaagole@wrddm.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 963 959,04	Corporate Services	G. Magole	011 411 5016	gmaagole@wrddm.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@wrddm.gov.za
7	WR/CORP/01/22	1. Lehakwe Business Solution 2. Makteck 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	gmaagole@wrddm.gov.za
8	WR/FIN/04/22	RCA and Company Inc.	Conditions Assessment on both Movable 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. Ramaele	011 411 5251	sramaale@wrddm.gov.za
9	WR/PS/10/22	Mbatwane 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@wrddm.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	gmaagole@wrddm.gov.za

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
11	WR/MPED/08/22	1. RST Engineers and Project Managers 2. Project Intellectuals Consulting (Pty) Ltd 3. Sejagobe Engineering CC 4. Sky High Consulting Engineers (Pty) Ltd 5. Mhidiwe (Pty)Ltd 6. Zenkoni Engineers (Pty)Ltd 7. Epitome Consulting 8. Hlayent Consulting Engineers 9. Aes Consulting Engineers 10. Aphane Consulting (Pty)Ltd 11. Limgroup Consulting Services 12. Bigen Africa Services (Pty) Ltd 13. Mzimba Consulting Engineers (Pty) Ltd 14. Zutari (Pty) Ltd 15. Lihuzu Projects 16. Hlangani Engineers (Pty) Ltd 17. Infra Consult Engineering Cc 18. IX Engineers (Pty) Ltd 19. T2-Tech Engineers (Pty) Ltd 20. SMEC South Africa Vodacom	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	sgovender@wrfdm.gov.za
12	RT15-2021	Vodacom	Supply and delivery of mobile communication services.	30/06/2023	01/09/2023	31/08/2025	24 Months	R 2 197 486,24	Corporate Services	G. Magole	011 411 5016	gmagole@wrfdm.gov.za
13	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	As per agreed Rates	Budget and Treasury	D. Monamoli	(011) 411 5068	dmonamoli@wrfdm.gov.za
14	WR/FIN/15/23	Silver Lake Trading (Pty) Ltd, T/A Opulentia Financial Services	Provision of Insurance Services for a period of three (03) years.	30/06/2023	01/07/2023	30/06/2026	36 Months	As per agreed Rates	Fleet Management	D. Monamoli	(011) 411 5088	dmonamoli@wrfdm.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	01/10/2023	30/09/2026	36 Months	R140 056,20	Fleet Management	D. Raphulu	(011) 411 5069	draphulu@wrfdm.gov.za
16	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. Vula Nge Bhets'hu Human Capital Development 12. Thomani Technology Solutions 13. Nyankwazi 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	15/04/2024	01/05/2024	30/04/2027	36 Months	As per agreed Rates	Corporate Services	M. Goreoang	(011) 411 5098	mgoreoang@wrfdm.gov.za



WEST RAND DISTRICT MUNICIPALITY



SUPPLY CHAIN MANAGEMENT

ANNEXURE 7

CONTRACT PERFORMANCE REGISTER EVALUATION MATRIX

Performance area		SUPPLIER PERFORMANCE ASSESSMENT			
		Ranking			
Project management and control	➤ Non-existent or inadequate project management	➤ Simple project plan in place, no evidence of update/use	➤ Simple project plan in place but limited evidence of update/use	➤ Project manager has full ownership of project and team	➤ Full and accountable project management process
	➤ No evidence of formal controls in place	➤ Regular communications but often inadequate	➤ Fairly rapid response to queries	➤ Formal project management process followed	➤ Detailed and controlled processes
	➤ Evidence of poor internal communications	➤ Response to queries inconsistent	➤ Generally complete responses, but often clarity required	➤ Generally proactive and complete responses	➤ Excellent, open relationship
Score	1	2	3	4	5
Communications	➤ Difficult to contact and obtain a response	➤ Regular communications but often inadequate	➤ Fairly rapid response to queries	➤ Effective communications and relationships	➤ Complete response to queries
	➤ Evidence of poor internal communications	➤ Response to queries inconsistent	➤ Generally complete responses, but often clarity required	➤ Generally proactive and complete responses	➤ Pro-active and anticipates issues
	➤ Response regularly inadequate	➤ Reactive	➤ Little clarification required	➤ Little clarification required	
Score	1	2	3	4	5
Flexibility	➤ Inflexible and reliant on contract	➤ Some willingness to be flexible, but only short term	➤ Willingness to be flexible around project demands over medium term	➤ High degree of flexibility around project and contract matters	➤ Completely open and flexible – joint partnering arrangement focused on project
Score	1	2	3	4	5
Capability	➤ Inadequate capability	➤ Poor capability	➤ Satisfactory capability	➤ Good capability	➤ Excellent capability
	➤ Consistently missing critical deadlines or milestones	➤ Some missing of critical deadlines or milestones	➤ Almost no missing of critical milestones or deadlines	➤ No missing of critical milestones or deadlines	➤ No missing of any project milestones or deadlines
					➤ Free of errors
Score	1	2	3	4	5
Delivery	➤ Frequently capacity constrained resulting in significant schedule problems	➤ Some capacity constraints with some impact on schedule	➤ Generally unconstrained and able to meet schedule	➤ Regular deliveries on schedule	➤ Established track record of deliveries
	➤ Expediting regularly required	➤ Some expediting required	➤ Limited required	➤ Limited capacity to reschedule to meet project changes	➤ Capacity to reschedule to meet project changes
				➤ Little or no expediting required	➤ No expediting required
Score	1	2	3	4	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 Report Compiled		Supplier Performance Assessment /Performance Rating	Performance Acceptable or Not
					Yes	No		
1.	WRDM/FIN/10/17	MUNSOFT	MSCOA Financial System (FMS/PAYROLL/HR)	Corporate Services	<input type="checkbox"/>	<input type="checkbox"/>	25 (Excellent)	Acceptable
3.	WR/CORP/08/18	Thejane Attorneys	Panel of Attorneys	Corporate Services	<input type="checkbox"/>	<input type="checkbox"/>	Not yet utilised	N/A
4.	WR/CORP/08/18	Lizel Venter Attorneys	Panel of Attorneys	Corporate Services	<input type="checkbox"/>	<input type="checkbox"/>	25 (Excellent)	Acceptable
5.	WR/CORP/08/18	Madlhopa & Thenga Incorporated	Panel of Attorneys	Corporate Services	<input type="checkbox"/>	<input type="checkbox"/>	20 (Satisfactory)	Acceptable
6.	WR/CORP/08/18	Phambane Mokone Incorporated Attorneys	Panel of Attorneys	Corporate Services	<input type="checkbox"/>	<input type="checkbox"/>	Not yet utilised	N/A
7.	RT3 Transversal Contract 2018-NT	Apex	Supply, delivery, commissioning and maintenance of office automation equipment	Corporate Services	<input type="checkbox"/>	<input type="checkbox"/>	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	Corporate Services	<input type="checkbox"/>	<input type="checkbox"/>	25 (Excellent)	Acceptable

No	Contract No.	Name of Contractor	Description	RESPONSIBLE DEPARTMENT	Supplier Performance Assessment Report Compiled		Supplier Performance Assessment /Performance Rating	Performance Acceptable or Not
					Yes	No		
9.	WR/CORP/01/22	Lehakwe Business Solution	and 14" inch Laptop Carry Bags for a period of 3 years. 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	<input type="checkbox"/>		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 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	<input type="checkbox"/>		25 (Excellent)	Acceptable
11	WR/PS/10/22	Mabotwane Security	Rendering of security services.		<input type="checkbox"/>		23 (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	<input type="checkbox"/>		22 (Excellent)	Acceptable

No	Contract No.	Name of Contractor	Description	RESPONSIBLE DEPARTMENT	Supplier Performance Assessment Report Compiled		Supplier Performance Assessment /Performance Rating	Performance Acceptable or Not
					Yes	No		
13	WR/FIN/06/20	Twananani Trading Enterprise	Panel of service provider for Maintenance, Repairs and servicing.	Budget and Treasury	<input type="checkbox"/>		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	<input type="checkbox"/>		05 (Poor)	Not Acceptable
15	WR/FIN/06/20	Marce Projects (Pty) Ltd	Panel of Service Provider for Vehicle Maintenance, Repairs and Servicing.	Budget and Treasury	<input type="checkbox"/>		24 (Excellent)	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	<input type="checkbox"/>		21 (Excellent)	Acceptable
17	WR/MHSD/03/21 (Makhoba)	TVNB Manzi Funeral Parlour (Pty)Ltd	Provision of Pauper Burials Services	Health	<input type="checkbox"/>		20 (Satisfactory)	Acceptable
18	WR/PS/03/22 (Nico Kahts)	Sunday Kit Uniform Supplies	Supply and Delivery of Uniform	Public Safety	<input type="checkbox"/>		21 (Excellent)	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	<input type="checkbox"/>		25 (Excellent)	Acceptable
20	RT15-2021	Vodacom	Supply and Delivery of Mobile Communication Services	Corporate Services	<input type="checkbox"/>		25 (Excellent)	Acceptable

No	Contract No.	Name of Contractor	Description	RESPONSIBLE DEPARTMENT	Supplier Performance Assessment Report Compiled		Supplier Performance Assessment /Performance Rating	Performance Acceptable or Not
					Yes	No		
21	WR/FIN/11/23	Standard Bank	Provision of Banking Services	Finance	<input type="checkbox"/>	<input type="checkbox"/>	15 (Average)	Acceptable
22	WR/FIN/16/23	Opulentia Financial Services	Provision of Insurance Services	Finance	<input type="checkbox"/>	<input type="checkbox"/>	24 (Excellent)	Acceptable

Reasons for not Performing: Rand West Brake & Clutch

- The Supplier did not respond to any of the requested quotation



WEST RAND DISTRICT MUNICIPALITY

SUPPLIER PERFORMANCE MANAGEMENT

No	Contract No.	Name of Contractor	Description	Date of Supplier Performance Assessment	Supplier Performance Assessment Report Compiled		Supplier Performance Assessment /Performance Rating
					Yes	No	
1.	WR/FIN/06/2020	Twananai Enterprise	Maintenance of Fleet Vehicles	30 June 2024	Yes		20
2	WR/FIN/06/2020	Marce Projects	Maintenance of Fleet Vehicles	30 June 2024	Yes		24
3	WR/FIN/2020	Rand West Brake & Clutch	Maintenance of Fleet Vehicles	30 June 2024	Yes		5
4	WR/FIN/07/2024	C Track Mzantsi	Vehicle Tracking	30 June 2024	Yes		22
5	WR/FIN/15/2023	Opulentia	Provision of Insurance Services	30 June 2024	Yes		24

Reasons for not Performing: Rand West Brake & Clutch

- The Supplier did not respond to any of the requested quotation

D Raphulu
Signature

Fleet Officer
Signature

30/06/2024
Date

EVALUATION MATRIX

Twananani Enterprise

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 ➤ Project manager has full ownership of project and team ➤ Formal project management process followed
Score	1	2	4
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 ➤ Effective communications and relationships ➤ Generally proactive and complete responses ➤ Little clarification required
Score	1	2	4
Flexibility	<ul style="list-style-type: none"> ➤ 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 ➤ High degree of flexibility around project and contract matters
Score	1	2	4
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 ➤ Good capability ➤ No missing of critical milestones or deadlines ➤ Free of errors
Score	1	2	4
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 ➤ 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 ➤ Established track record of deliveries ➤ Capacity to reschedule to meet project changes ➤ No expediting required
Score	1	2	4
Score	5	5	5

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

EVALUATION MATRIX

Marce Projects

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	<ul style="list-style-type: none"> ➤ 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

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

EVALUATION MATRIX

Rand West Brake & Clutch

Performance area		SUPPLIER PERFORMANCE ASSESSMENT				
		Ranking				
Project management and control	➤ Non-existent or inadequate project management	➤ Simple project plan in place, no evidence of update/use	➤ Simple project plan in place but limited evidence of update/use	➤ Project manager has full ownership of project and team	➤ Full and accountable project management process	
	➤ No evidence of formal controls in place	➤ Regular communications but often inadequate	➤ Fairly rapid response to queries	➤ Formal project management process followed	➤ Detailed and controlled processes	
	➤ Evidence of poor internal communications	➤ Response to queries inconsistent	➤ Generally complete responses, but often clarity required	➤ Little clarification required	➤ Excellent, open relationship	
Score	1	2	3	4	5	
Communications	➤ Difficult to contact and obtain a response	➤ Regular communications but often inadequate	➤ Fairly rapid response to queries	➤ Effective communications and relationships	➤ Complete response to queries	
	➤ Evidence of poor internal communications	➤ Response to queries inconsistent	➤ Generally complete responses, but often clarity required	➤ Generally proactive and complete responses	➤ Pro-active and anticipates issues	
	➤ Response regularly inadequate	➤ Reactive	➤ Little clarification required	➤ Little clarification required	➤ Pro-active and anticipates issues	
Score	1	2	3	4	5	
Flexibility	➤ Inflexible and reliant on contract	➤ Some willingness to be flexible, but only short term	➤ Willingness to be flexible around project demands over medium term	➤ High degree of flexibility around project and contract matters	➤ Completely open and flexible – joint partnering arrangement focused on project	
	➤ Inadequate capability	➤ Poor capability	➤ Satisfactory capability	➤ Good capability	➤ Excellent capability	
	➤ Consistently missing critical deadlines or milestones	➤ Some missing of critical deadlines or milestones	➤ Almost no missing of critical milestones or deadlines	➤ No missing of critical milestones or deadlines	➤ No missing of any project milestones or deadlines	
Score	1	2	3	4	5	
Capability	➤ Frequently capacity constrained resulting in significant schedule problems	➤ Some capacity constraints with some impact on schedule	➤ Generally unconstrained and able to meet schedule	➤ Regular deliveries on schedule	➤ Established track record of deliveries	
	➤ Expediting regularly required	➤ Some expediting required	➤ Limited required	➤ Limited capacity to reschedule to meet project changes	➤ Capacity to reschedule to meet project changes	
	➤ Expediting regularly required	➤ Some expediting required	➤ Limited required	➤ Little or no expediting required	➤ No expediting required	
Score	1	2	3	4	5	
Delivery	➤ Frequently capacity constrained resulting in significant schedule problems	➤ Some capacity constraints with some impact on schedule	➤ Generally unconstrained and able to meet schedule	➤ Regular deliveries on schedule	➤ Established track record of deliveries	
	➤ Expediting regularly required	➤ Some expediting required	➤ Limited required	➤ Limited capacity to reschedule to meet project changes	➤ Capacity to reschedule to meet project changes	
	➤ Expediting regularly required	➤ Some expediting required	➤ Limited required	➤ Little or no expediting required	➤ No expediting required	
Score	1	2	3	4	5	

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

EVALUATION MATRIX

C-Track Mzantsi

Performance area		SUPPLIER PERFORMANCE ASSESSMENT				
		Ranking				
Project management and control	➤ Non-existent or inadequate project management	➤ Simple project plan in place, no evidence of update/use	➤ Simple project plan in place but limited evidence of update/use	➤ Project manager has full ownership of project and team	➤ Full and accountable project management process	
	➤ No evidence of formal controls in place	➤ Regular communications but often inadequate	➤ Fairly rapid response to queries	➤ Formal project management process followed	➤ Detailed and controlled processes	
Score	1	2	3	4	5	
Communications	➤ Difficult to contact and obtain a response	➤ Regular communications but often inadequate	➤ Fairly rapid response to queries	➤ Effective communications and relationships	➤ Excellent, open relationship	
	➤ Evidence of poor internal communications	➤ Response to queries inconsistent	➤ Generally complete responses, but often clarity required	➤ Generally proactive and complete responses	➤ Complete response to queries	
	➤ Response regularly inadequate	➤ Reactive	➤ Little clarification required	➤ Little clarification required	➤ Pro-active and anticipates issues	
Score	1	2	3	4	5	
Flexibility	➤ Inflexible and reliant on contract	➤ Some willingness to be flexible, but only short term	➤ Willingness to be flexible around project demands over medium term	➤ High degree of flexibility around project and contract matters	➤ Completely open and flexible – joint partnering arrangement focused on project	
	➤ Inadequate capability	➤ Poor capability	➤ Satisfactory capability	➤ Good capability	➤ Excellent capability	
Score	1	2	3	4	5	
Capability	➤ Consistently missing critical deadlines or milestones	➤ Some missing of critical deadlines or milestones	➤ Almost no missing of critical milestones or deadlines	➤ No missing of critical milestones or deadlines	➤ No missing of any project milestones or deadlines	
	➤ Frequently capacity constrained resulting in significant schedule problems	➤ Some capacity constraints with some impact on schedule	➤ Generally unconstrained and able to meet schedule	➤ Regular deliveries on schedule	➤ Established track record of deliveries	
	➤ Expediting regularly required	➤ Some expediting required	➤ Limited required	➤ Limited capacity to reschedule to meet project changes	➤ Capacity to reschedule to meet project changes	
Score	1	2	3	4	5	
Delivery	➤ Frequently capacity constrained resulting in significant schedule problems	➤ Some capacity constraints with some impact on schedule	➤ Generally unconstrained and able to meet schedule	➤ Regular deliveries on schedule	➤ Established track record of deliveries	
	➤ Expediting regularly required	➤ Some expediting required	➤ Limited required	➤ Limited capacity to reschedule to meet project changes	➤ Capacity to reschedule to meet project changes	
Score	1	2	3	4	5	

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

EVALUATION MATRIX

Opulentia

		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	<ul style="list-style-type: none"> ➤ 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	

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