



BUDGET AND TREASURY OFFICE: SUPPLY CHAIN MANAGEMENT UNIT

ITEM

BUDGET AND TREASURY OFFICE: SUPPLY CHAIN MANAGEMENT QUARTERLY REPORT FOR THE QUARTER ENDED 30 SEPTEMBER 2024.

PURPOSE

The purpose of the report is to give feedback on the implementation of the Supply Chain Management policy for the quarter ended 30 September 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, that is 27 May 2024.

2 Supply Chain Management Unit:

Regulation 7 states the following:

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

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

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

2.1 Staff Complement

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

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 2024.

Bid Committees deal with procurement requirements in excess of R200 000.00. The following members have been appointed to serve in the bid committees for the 2024/25 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
Logistics and Disposal Officer: SCM	Member

- **Bid Evaluation Committee**

NAME OF OFFICIAL	CAPACITY
Executive Director: Regional Planning and Economic Development	Chairperson
Manager: Human Settlement & Infrastructure	Member
Manager: Income & Expenditure Management	Member
Manager: Waste & Environmental Management	Member
Acting Coordinator: Contract Management & Compliance: SCM	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
Logistics and Disposal Officer: SCM	Member

3.2 **Demand Management**

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

3.2.1 **Approval of Procurement Plan**

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

The National Treasury Circular No. 62 requires municipalities to develop Procurement Plans for all procurement needs in excess R200, 000.00. The Procurement Plan for the financial year 2024/2025 was approved on the 03/06/2024. Attached as “**Annexure 1**” is the Approved Procurement Plan for 2024/25 Financial Year.

3.2.3 **Supplier Database**

The municipality maintains a list of accredited providers of goods and services on the 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 utilises the CSD as part of the listing criteria for accrediting prospective providers in line with Regulation 14 of the Municipal Supply Chain Management Regulations.

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

Item	Newspaper	Date
1.	Sowetan	28/06/2024
2.	Randfontein Herald	05/07/2024
3.	Krugersdorp News	05/07/2024
4.	Carletonville Herald	04/07/2024

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 Quotations (Three quotation System)	Over R2000 [VAT included] up to R30 000 [VAT included]
Formal Written Price Quotations	Over R30 000 [VAT included] up to R200 000 [VAT included]
Competitive Bidding	Over R200 000 [VAT included] or Long Term Contracts

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

3.3.1 A total amount of **R 32 338.48** was spent on Petty Cash transactions as at 30 September 2024.

3.3.2 A total amount of **R 195 047.41** has been awarded for transactions over R2000 up to R30 000. A detailed breakdown is attached as “**Annexure 2**” to this report.

3.3.3 A total amount of **R 350 375.00** has been spent for transactions over R30 000 up to R200 000. Attached as “**Annexure 3**” is the outcome.

3.3.4 One (01) competitive bid for the services: Panel of Advertising Agencies for the Placement of Advertisements in the Printed Media as and when Required for a Period not Exceeding Three (3) Years, Tender Number: WR/CORP/22/24, was awarded during the first quarter of the 2024/25 financial year and the award was **rate based**. Attached as “**Annexure 4**” is the detailed information.

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.

Two (2) deviations occurred in the first quarter of the 2024/25 financial year with the total amount of **R15 352.00**. Attached as “**Annexure 5**” is the detailed information.

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 Quarter under review:

Stationery;
Cleaning materials.

The stock count was conducted as per the 2024/2025 SDBIP First Quarter requirements for the quarter ended 30 September 2024. Attached as “**Annexure 6**” is the outcome of the Stock Count.

3.5 Disposal Management

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

3.6 Contract Management

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

3.6.1 Supplier Performance Assessment

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

The accounting officer of a municipality must-

- (a) take all reasonable steps to ensure that a contract or agreement procured through the supply chain management policy of the municipality is properly enforced;*
- (b) monitor on a monthly basis the performance of the contractor under the contract or agreement;*
- (c) establish capacity in the administration of the municipality-*
 - (i) to assist the accounting officer in carrying out the duties set out in (a) and (b); and*
 - (ii) to oversee the day-to-day management of the contract or agreement; and*
- (d) regularly report to the council of the municipality, as may be appropriate, on the management of the contract or agreement and the performance of the contractor.*

The user departments are responsible for managing contracts in their respective departments in terms of the specifications and conditions contained in the approved contracts by means of the Supplier Evaluation Matrix which the municipality has developed, and on a quarterly basis report to SCM on the performance of their service providers. The table below provides a summary of the suppliers' performance assessment:

Number of contracts assessed.	Number of suppliers whose performance were above average.	Number of suppliers whose performance were average and below.
17	17	0

3.6.2 Contract Register

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

LEGAL IMPLICATIONS

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

RECOMMENDATIONS:

1. That, in terms of Regulation 6(3) of the Municipal Supply Chain Regulations, as promulgated in Government Gazette Number 27636 of 30 May 2005, that cognisance be taken of the Supply Chain Management Report as at 30 September 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
 - Deviations Report
 - Contract Management and Supplier Performance Report, that is, Supplier Performance Evaluations and the updated Contract Register.
2. That, as required by Regulation 6(4) of the Municipal Supply Chain Regulations, promulgated in Government Gazette Number 27636 of 30 May 2005, that the report be made public in terms of section 21A of the Municipal Systems Act.

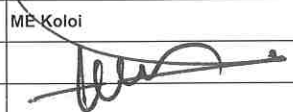
-END-



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 2024/25 FINANCIAL YEAR

NAME OF MUNICIPALITY / MUNICIPAL ENTITY	West Rand District Municipality
NAME OF ACCOUNTING OFFICER OR DELEGATED OFFICIAL	ME Kolozi
SIGNATURE OF ACCOUNTING OFFICER / DELEGATED OFFICIAL	
DATE: 03 JUNE 2024	
TELEPHONE NUMBER	(011) 411 5021
EMAIL ADDRESS	asegopolo@wrdm.gov.za

NO.	NAME OF PROJECT	DESCRIPTION OF GOODS, WORKS AND / OR SERVICES	MUNICIPAL AREA / WARD	BUDGET ALLOCATION / SOURCE	ESTIMATED BUDGET VALUE	SOURCE OF FUNDING	ESTIMATED CONTRACT DURATION	ENVISAGED DATE OF ADVERT	ENVISAGED CLOSING DATE OF BID	ENVISAGED DATE OF AWARD	RESPONSIBLE OFFICE / END USER	IMPLEMENTATION
1	Supply, Delivery, Installation and Commission of 3-Phased Generator Including Maintenance for the First 12 Months	Supply, Delivery, Installation of 3-phased Backup Generator 150kva	N/A	Operational Budget	R 450 000.00	Equitable Share	Once off	01-Jul-24	01-Aug-24	20-Aug-24	Corporate Services	Annual Budget
2	Panel of Service Providers for Vehicle Maintenance, Service and Repairs	Maintenance, Service and Repairs of WRDM Vehicles	N/A	Operational Budget	R 700 000.00	Other Grant	3 years	01-Jul-24	01-Aug-24	20-Aug-24	Finance	Annual Budget
3	Provision of Paupers Burial Services	Paupers Burial Services For WRDM	N/A	Capital Budget	R 400 000.00	Other Grant	3 years	01-Jul-24	01-Aug-24	20-Aug-24	Municipal Health Services	Annual Budget
4	Supply, Delivery and Provision Of Support Services Of Rural Roads Asset Management System Data Capture Software and Associated Equipment	Supply, Delivery and Provision of Support Services of RRAMS Data Software and Equipment	N/A	Operational Budget	R 300 000.00	Other Grant	3 years	01-Jul-24	01-Aug-24	20-Aug-24	Regional Planning	Annual Budget
5	Panel of Travel Agencies	Provision of Travel arrangement	N/A	Operational Budget	R 300 000.00	Equitable Share	3 years	14-Jul-24	15-Aug-24	20-Sep-24	Regional Planning	Annual Budget
6	The appointment of a Panel of Attorneys	Provision of Panel of Attorneys	N/A	Operational Budget	R 500 000.00	Equitable Share	3 years	14-Jul-24	15-Aug-24	20-Sep-24	Corporate Services	Annual Budget
7	Panel of Supply and delivery of Operational Uniform	Operational Uniform	N/A	Operational Budget		Other Grant	3 years	1-Oct-24	1-Nov-24	13-Dec-24	Public Safety	Annual Budget
8	Conditions Assessment on both Movable and Infrastructure Assets of West Rand District Municipality (WRDM) and Ancillary Facilities	Asset Management	N/A	Operational Budget	R 200 000.00	Equitable Share	3 years	1-Oct-24	1-Nov-24	30-Nov-24	Finance	Annual Budget
9	Panel of Service Providers for the Supply and Delivery of Servers, Desktop, Computers, Laptops and accessories	Panel of Service Providers for the Supply and Delivery of Servers, Laptops and Accessories	N/A	Operational Budget	R 650 000.00	Other Grant	3 years	8-Jan-25	9-Feb-25	10-Mar-25	Corporate Services	Annual Budget



West Rand District Municipality



BUDGET AND TREASURY OFFICE

"Annexure 2"

SUPPLY CHAIN MANAGEMENT UNIT

AWARDS BETWEEN 2 000 – 30 000 FOR THE QUARTER ENDED 30 SEPTEMBER 2024: FINANCIAL YEAR 2024/25

No.	Order Number	DESCRIPTION	Name of Service Provider	Order Date	Function Name	Total Amount	Location
1	3701	Repairs on Mahindra Reg: JN65GDGP	Mjimara Auto Wheels	2024/09/25	Fleet Management:Fleet Management	R 22 421,00	Randfontein
2	3700	Repairs on Iveco Reg: FN63BKGP	DMN Auto Services	2024/09/25	Fleet Management:Fleet Management	R 15 332,69	Roodepoort
3	3698	Catering for HIV/AIDS/STI Youth Dialogue	Tochi Business Enterprise	2024/09/25	Health Services:Health Services	R 6 500,00	Carletonville
4	3697	Transport for HIV/AIDS/STI Youth Dialogue	Phakamani Sizwe Construction and Projects	2024/09/25	Health Services:Health Services	R 7 200,00	Randfontein
5	3696	Accommodation for Corporate Services Executive Director	Reofentse Trading	2024/09/25	Administrative and Corporate Support:Adm	R 17 865,11	Randfontein
6	3695	Procurement of Cleaning Equipment/Buckets for WRDM Cleaners	Reofentse Trading	2024/08/30	Property Services:Property Services	R 10 526,64	Randfontein
7	3694	Traveling and Accommodation for the Municipal Manager	Glodin Travel	2024/08/27	Administrative and Corporate Support:Adm	R 19 814,99	Midrand
8	3693	Traveling and Accommodation for WRDM's Mayor	Madisala Enterprise	2024/08/23	Administrative and Corporate Support:Adm	R 20 000,00	Randfontein
9	3692	Supply and Fit of Tyres for Reg: FN.68.ZX.GP	Mjimara Auto Wheels	2024/08/21	Fire Fighting and Protection:Fire Fighti	R 9 736,48	Randfontein
10	3691	Supply and Fit Tyres for Reg: FS.05.VJ.GP & WYK.152.GP	DMN Auto Services	2024/08/20	Fire Fighting and Protection:Fire Fighti	R 13 847,50	Roodepoort
11	3689	Accommodation for Mayor;Speaker & Two Drivers	Glodin Travel	2024/08/12	Administrative and Corporate Support:Adm	R 16 200,00	Midrand
12	3686	Municipal Leaders Development Programme Accommodation Booking	Phasha Projects (Pty) Ltd	2024/07/31	Administrative and Corporate Support:Adm	R 6 500,00	Randfontein
13	3675	Tender Advert	Kwanza Communications CC	2024/07/16	Finance:Finance	R 29 103,00	Johannesburg
Total (Vat Incl.)						R 195 047,41	



BUDGET AND TREASURY OFFICE

"Annexure 3"

SUPPLY CHAIN MANAGEMENT UNIT

MFMA RFQ AWARDS REPORT FOR THE QUARTER ENDING 30 SEPTEMBER 2024: FINANCIAL YEAR 2024/25

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/FIN/02/2025	Conditional Assessment on movable and immovable assets of WRDM with R1 Values for 2023/24 Financial Year.	Vision Active Holdings (Pty) Ltd. RCA and Company Inc.	22/07/2024	30/07/2024	90 points	08/08/2024	08 days	R 180 000,00	Midrand	
2	WR/FIN/01/2025	Supply and Delivery of Stationery for the West Rand District Municipality.	Ezka Tom Trading and Projects (Pty) Ltd.	14/08/2024	23/09/2024	95 points	12/09/2023	25 days	R 170 375,00	Westonaria	
									Total (Vat Incl.)	R 350 375,00	



West Rand District Municipality



BUDGET AND TREASURY OFFICE

SUPPLY CHAIN MANAGEMENT UNIT

"Annexure 4"

TENDER AWARDS REPORT FOR THE FINANCIAL YEAR 2023/24

No.	Tender No:	Description	Name of Service Provider	Date of Advert	Closing Date	Appointment Date	Turn around Time	Contract Term	Bid Amount (Vat Incl.)	Location
1	WR/CORP/22/24	Advertising Agencies for the Placement of Tender Advertisement in the Printed Media on an as and when Required Basis for a Period not Exceeding Three (3) Years	1. Epitomely PRM (Pty) Ltd.	01/02/2024	05/03/2024	15/07/2024	90 days	3 Years	As per rates	East London
			2. Whoodoo Media and Advertising (Pty) Ltd.							Randfontein
			3. Kwanza Communications (Pty) Ltd.							Sandton
			4. Explohill Advertising and Media (Pty) Ltd.							Pretoria
			5. Best Enough Trading & Projects 579 (Pty) Ltd.							Randfontein
									Total (Vat Incl.)	R -



West Rand District Municipality



BUDGET AND TREASURY OFFICE

"Annexure 5"

SUPPLY CHAIN MANAGEMENT UNIT

MFMA DEVIATION REPORT: FIRST QUARTER 2024/2025

No:	Date	Service Provider	Amount	Department	Commodity	Category	Reason for Deviation
D1/24/25	26/07/2024	Center for Municipal Asset Management (CMAM-SA)	R 6 152,00	Regional Planning & Reindustrialisation (MPAC)	Municipal Leaders Development Programme	v	Impractical to follow SCM Process
D2/24/25	06/08/2024	South African Planning Institute	R 9 200,00	Municipal Manager's Office	Registration Fees for the Municipal Manager to attend Planning Africa Conference 2024	v	Impractical to follow SCM Process
			R 15 352,00				

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

- i) *Emergency*
- ii) *If such goods, works or services are produced or available from a single service provider*
- iii) *Acquisition of special works of art or historical objects where specifications are difficult to compile*
- iv) *Acquisition of animals for zoos*
- v) *Where it is impractical to follow SCM Process*

STOCK TAKING REPORT

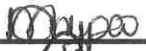
1st QUARTER JULY - SEPTEMBER 2024


ITEM NO	DESCRTIPTION	QUANTITY PER MUNSOFT	QUANTITY COUNTED	VARIANCE	REASON FOR VARIANCE
300003	BOOKS-SHORTHAND	1	1	0	N/A
300004	BOOKS-COUNTER A4	3	3	0	N/A
300005	CD'S RECORDABLE	44	44	0	N/A
300007	CORRECTION TAPE	43	43	0	N/A
300041	EXAM PAD A4	2	2	0	N/A
300044	FILES-FOLDER	1595	1595	0	N/A
300045	HIGHLIGHTERS	18	18	0	N/A
300045	LEVER ARCH FILES	21	21	0	N/A
300047	LEAD PENCIL .05	34	34	0	N/A
300048	MAGIC CLIP (BOX)	36	36	0	N/A
300049	MAGIC CLIP DISPENSER	42	42	0	N/A
300050	MARKER ARTLINE	104	104	0	N/A
300051	POCKET A4 (PACKET)	7	7	0	N/A
300052	BALLPOINT PENS MEDIUM	45	45	0	N/A
300060	POST-IT NOTES 654	21	21	0	N/A
300060	PRITT	22	22	0	N/A
300064	PUNCH	29	29	0	N/A
300065	RULERS	23	23	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	27	27	0	N/A
300069	STAPLES	4	4	0	N/A
300070	STAPLE REMOVER	4	4	0	N/A
300072	TELEROLLS	19	19	0	N/A
300073	WHITE BOARD MARKERS	68	68	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	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	40	40	0	N/A
300093	PICTURE MOUSE PADS	6	6	0	N/A
300094	TIDY FILES-ARCHIVE	400	400	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	83	83	0	N/A
300103	FLIPCHART PADS	6	6	0	N/A
300107	POST-IT FLAGS BANDERITAS	72	72	0	N/A
300110	ENVELOPES 110 X 220 WINDOW BOX	10	10	0	N/A
300114	FILE-QUOTATION(SOLID BACK,CLEAR FRON)	8	8	0	N/A
300116	PVC TRANSPARENT COVERS A4(0.18MM)	13	13	0	N/A
300121	PAPER A3 80G WHITE	6	6	0	N/A
300124	DVD +R VERBATIM	88	88	0	N/A
300139	STRIPS A4 (L54/29701492) WHITE	29	29	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
310005	DISHCLOTH	76	76	0	N/A
310010	DISHWASHING LIQUID	51	51	0	N/A
310011	DISINFECTANT CLEANER	12	12	0	N/A
310012	DOMESTOS	46	46	0	N/A
310016	HANDY ANDY	66	66	0	N/A
310027	REFUSE BAGS	48	48	0	N/A
310029	TOILETPAPER 48'S	43	43	0	N/A
310034	JAY'S FLUID	3	3	0	N/A
310037	SCOTCH BRITE	7	7	0	N/A
310038	GLOVES-CLEANING	4	4	0	N/A
310043	SUNLIGHT SOAP	3	3	0	N/A


310045	TOILET DUCK	85	85	0	N/A
310050	SWINGBIN BAGS KITCHEN	91	91	0	N/A
310054	FEATHER DUSTERS	39	39	0	N/A
310067	TOILET BRUSH	32	32	0	N/A
310068	PINE GEL	2	2	0	N/A
	BATCH 00047	4363	4363	0	

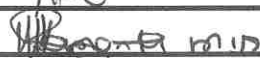
Team 1: Tshepo Monyepao
Kearabetswe Galene





Team 2: Nkosana Cekwane
Dorcus Ramonetha

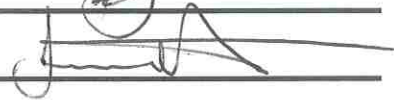




Sign Off: Goitsemodimo Mandona



Felicia Ntuli



West Rand District Municipality

1st Quarter 30-Sep-24

Team 1: Tshepo Monyepao

Kearabetswe Galane

Mnyepo
Galane

BATCH 00047

STOCK TAKING

ITEM NO	DESCRTIPTION	Team 1 Count
300003	BOOKS-SHORTHAND	1
300004	BOOKS-COUNTER A4	3
300005	CD'S RECORDABLE	44
300007	CORRECTION TAPE	43
300041	EXAM PAD A4	2
300044	FILES-FOLDER	1595
300045	HIGHLIGHTERS	18
300045	LEVER ARCH FILES	21
300047	LEAD PENCIL .05	34
300048	MAGIC CLIP (BOX)	36
300049	MAGIC CLIP DISPENSER	42
300050	MARKER ARTLINE	104
300051	POCKET A4 (PACKET)	07
300052	BALLPOINT PENS MEDIUM	45
300060	POST-IT NOTES 654	21
300060	PRITT	22
300064	PUNCH	29
300065	RULERS	23
300066	RUBBER BANDS	21
300067	SCHMIDT REFILL P 900 F BLACK	43
300068	STAPLERS	27
300069	STAPLES	4
300070	STAPLE REMOVER	4
300072	TELEROLLS	19
300073	WHITE BOARD MARKERS	68
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	40
300093	PICTURE MOUSE PADS	6
300094	TIDY FILES-ARCHIVE	400
300100	ENVELOPES A5 SELF SEAL BOX	12
300101	BOOK-MANUSCRIPT A5	133
300102	TIPPEX CORRECTION FLUID	83
300103	FLIPCHART PADS	6

300107	POST-IT FLAGS BANDERITAS	72
300110	ENVELOPES 110 X 220 WINDOW BOX	10
300114	FILE-QUOTATION(SOLID BACK,CLEAR FRON)	8
300116	PVC TRANSPARENT COVERS A4(0.18MM)	13
300121	PAPER A3 80G WHITE	6
300124	DVD +R VERBATIM	88
300139	STRIPS A4 (L54/29701492) WHITE	29
300153	CASSETTE 90 MINUTES	25
300154	ENVELOPES A3	5
310003	BROOM HARD	20
310007	DISHCLOTH	76
310010	DISHWASHING LIQUID	51
310011	DISINFECTANT CLEANER	12
310012	DOMESTOS	46
310019	HANDY ANDY	66
310027	REFUSE BAGS	48
310029	TOILETPAPER 48'S	43
310034	JAY'S FLUID	3
310037	SCOTCH BRITE	7
310038	GLOVES CLEANING	4
310043	SUNLIGHT SOAP	3
310045	TOILET DUCK	85
310050	SWING BAGS KITCHEN	91
310054	FEATHER DUSTERS	39
310067	TOILET BRUSH	32
310068	PINE GEL	2
BATCH 00047		4363

West Rand District Municipality

1st Quarter 30-Sep-24

Team 1: Tshepo Monyepao

Kearabetswe Galane

Mnyepo
Galane

BATCH 00047

STOCK TAKING

ITEM NO	DESCRTIPTION	Team 1 Count
300003	BOOKS-SHORTHAND	01
300004	BOOKS-COUNTER A4	03
300005	CD'S RECORDABLE	44
300007	CORRECTION TAPE	43
300041	EXAM PAD A4	02
300044	FILES-FOLDER	1595
300045	HIGHLIGHTERS	18
300045	LEVER ARCH FILES	21
300047	LEAD PENCIL .05	34
300048	MAGIC CLIP (BOX)	36
300049	MAGIC CLIP DISPENSER	42
300050	MARKER ARTLINE	104
300051	POCKET A4 (PACKET)	07
300052	BALLPOINT PENS MEDIUM	45
300060	POST-IT NOTES 654	21
300060	PRITT	22
300064	PUNCH	29
300065	RULERS	23
300066	RUBBER BANDS	21
300067	SCHMIDT REFILL P 900 F BLACK	43
300068	STAPLERS	27
300069	STAPLES	04
300070	STAPLE REMOVER	04
300072	TELEROLLS	19
300073	WHITE BOARD MARKERS	68
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	09
300087	RING REINFORCEMENTS PVC 250'S	25
300090	FILE FASTENER	14
300091	CALCULATOR RIBBON	11
300092	CUBE REFILLS COLOURED	40
300093	PICTURE MOUSE PADS	06
300094	TIDY FILES-ARCHIVE	400
300100	ENVELOPES A5 SELF SEAL BOX	12
300101	BOOK-MANUSCRIPT A5	133
300102	TIPPEX CORRECTION FLUID	83
300103	FLIPCHART PADS	06

300107	POST-IT FLAGS BANDERITAS	72
300110	ENVELOPES 110 X 220 WINDOW BOX	10
300114	FILE-QUOTATION(SOLID BACK,CLEAR FRON)	08
300116	PVC TRANSPARENT COVERS A4(0.18MM)	13
300121	PAPER A3 80G WHITE	6
300124	DVD +R VERBATIM	88
300139	STRIPS A4 (L54/29701492) WHITE	29
300153	CASSETTE 90 MINUTES	25
300154	ENVELOPES A3	5
310003	BROOM HARD	20
310007	DISHCLOTH	76
310010	DISHWASHING LIQUID	51
310011	DISINFECTANT CLEANER	12
310012	DOMESTOS	46
310019	HANDY ANDY	66
310027	REFUSE BAGS	48
310029	TOILETPAPER 48'S	43
310034	JAY'S FLUID	03
310037	SCOTCH BRITE	07
310038	GLOVES CLEANING	04
310043	SUNLIGHT SOAP	03
310045	TOILET DUCK	85
310050	SWING BAGS KITCHEN	91
310054	FEATHER DUSTERS	39
310067	TOILET BRUSH	32
310068	PINE GEL	02
BATCH 00047		4363

West Rand District Municipality
1st Quarter 30-Sep-24

Team 2: Nkosana Cekwane
Dorcus Ramonetha

N. Cekwane
Dorcus Ramonetha

BATCH 00047
STOCK TAKING

ITEM NO	DESCRTIPTION	Team 2 Count
300003	BOOKS-SHORTHAND	01
300004	BOOKS-COUNTER A4	03
300005	CD'S RECORDABLE	44
300007	CORRECTION TAPE	43
300041	EXAM PAD A4	02
300044	FILES-FOLDER	1595
300045	HIGHLIGHTERS	18
300045	LEVER ARCH FILES	21
300047	LEAD PENCIL .05	34
300048	MAGIC CLIP (BOX)	36
300049	MAGIC CLIP DISPENSER	42
300050	MARKER ARTLINE	104
300051	POCKET A4 (PACKET)	07
300052	BALLPOINT PENS MEDIUM	45
300060	POST-IT NOTES 654	21
300060	PRITT	22
300064	PUNCH	29
300065	RULERS	23
300066	RUBBER BANDS	21
300067	SCHMIDT REFILL P 900 F BLACK	43
300068	STAPLERS	27
300069	STAPLES	04
300070	STAPLE REMOVER	04
300072	TELEROLLS	19
300073	WHITE BOARD MARKERS	68
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	09
300087	RING REINFORCEMENTS PVC 250'S	25
300090	FILE FASTENER	14
300091	CALCULATOR RIBBON	11
300092	CUBE REFILLS COLOURED	40
300093	PICTURE MOUSE PADS	06
300094	TIDY FILES-ARCHIVE	400
300100	ENVELOPES A5 SELF SEAL BOX	12
300101	BOOK-MANUSCRIPT A5	133
300102	TIPPEX CORRECTION FLUID	83
300103	FLIPCHART PADS	06

300107	POST-IT FLAGS BANDERITAS	72
300110	ENVELOPES 110 X 220 WINDOW BOX	10
300114	FILE-QUOTATION(SOLID BACK,CLEAR FRON)	08
300116	PVC TRANSPARENT COVERS A4(0.18MM)	13
300121	PAPER A3 80G WHITE	06
300124	DVD +R VERBATIM	88
300139	STRIPS A4 (L54/29701492) WHITE	29
300153	CASSETTE 90 MINUTES	25
300154	ENVELOPES A3	05
310003	BROOM HARD	20
310007	DISHCLOTH	76
310010	DISHWASHING LIQUID	51
310011	DISINFECTANT CLEANER	12
310012	DOMESTOS	46
310019	HANDY ANDY	66
310027	REFUSE BAGS	48
310029	TOILETPAPER 48'S	43
310034	JAY'S FLUID	03
310037	SCOTCH BRITE	07
310038	GLOVES CLEANING	04
310043	SUNLIGHT SOAP	03
310045	TOILET DUCK	85
310050	SWING BAGS KITCHEN	91
310054	FEATHER DUSTERS	39
310067	TOILET BRUSH	32
310068	PINE GEL	02
BATCH 00047		4365

West Rand District Municipality

1st Quarter 30-Sep-24

Team 2: Nkosana Cekwane

Dorcus Ramonetha

N.B.M
Ramonetha M.D

BATCH 00047

STOCK TAKING

ITEM NO	DESCRTIPTION	Team 2 Count
300003	BOOKS-SHORTHAND	01
300004	BOOKS-COUNTER A4	03
300005	CD'S RECORDABLE	44
300007	CORRECTION TAPE	43
300041	EXAM PAD A4	02
300044	FILES-FOLDER	1595
300045	HIGHLIGHTERS	18
300045	LEVER ARCH FILES	21
300047	LEAD PENCIL .05	34
300048	MAGIC CLIP (BOX)	36
300049	MAGIC CLIP DISPENSER	42
300050	MARKER ARTLINE	104
300051	POCKET A4 (PACKET)	07
300052	BALLPOINT PENS MEDIUM	45
300060	POST-IT NOTES 654	21
300060	PRITT	22
300064	PUNCH	29
300065	RULERS	23
300066	RUBBER BANDS	21
300067	SCHMIDT REFILL P 900 F BLACK	43
300068	STAPLERS	27
300069	STAPLES	04
300070	STAPLE REMOVER	04
300072	TELEROLLS	19
300073	WHITE BOARD MARKERS	68
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	09
300087	RING REINFORCEMENTS PVC 250'S	25
300090	FILE FASTENER	14
300091	CALCULATOR RIBBON	11
300092	CUBE REFILLS COLOURED	40
300093	PICTURE MOUSE PADS	06
300094	TIDY FILES-ARCHIVE	400
300100	ENVELOPES A5 SELF SEAL BOX	12
300101	BOOK-MANUSCRIPT A5	133
300102	TIPPEX CORRECTION FLUID	83
300103	FLIPCHART PADS	06

300107	POST-IT FLAGS BANDERITAS	72
300110	ENVELOPES 110 X 220 WINDOW BOX	10
300114	FILE-QUOTATION(SOLID BACK,CLEAR FRON)	08
300116	PVC TRANSPARENT COVERS A4(0.18MM)	13
300121	PAPER A3 80G WHITE	06
300124	DVD +R VERBATIM	88
300139	STRIPS A4 (L54/29701492) WHITE	29
300153	CASSETTE 90 MINUTES	25
300154	ENVELOPES A3	03
310003	BROOM HARD	20
310007	DISHCLOTH	76
310010	DISHWASHING LIQUID	81
310011	DISINFECTANT CLEANER	12
310012	DOMESTOS	46
310019	HANDY ANDY	66
310027	REFUSE BAGS	48
310029	TOILETPAPER 48'S	43
310034	JAY'S FLUID	03
310037	SCOTCH BRITE	07
310038	GLOVES CLEANING	04
310043	SUNLIGHT SOAP	03
310045	TOILET DUCK	85
310050	SWING BAGS KITCHEN	91
310054	FEATHER DUSTERS	39
310067	TOILET BRUSH	32
310068	PINE GEL	02
BATCH 00047		4363



West Rand District Municipality



BUDGET AND TREASURY OFFICE

SUPPLY CHAIN MANAGEMENT UNIT

"Annexure 7"

CONTRACT REGISTER FOR THE QUARTER ENDED 30 SEPTEMBER 2024: FINANCIAL YEAR 2024/25

No.	Contract No:	Name of Contractor	Description of Goods/ Services	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.	Miscoa 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	WR/FIN/06/20	1. Twananani Trading Enterprise Trading 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. Ramaele	011 411 5251	sramaele@wrdm.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@wrdm.gov.za
4	WR/CORP/04/21	1. Lizel Venter Attorneys 2. Madlhopa & Thenga Incorporated 3. Phambane 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	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 963 959,04	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.	09/11/2021	2022/01/01	31/12/2024	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. 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	gmagole@wrdm.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	sramaele@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
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/RPED/08/22	1. RSZ Engineers and Project Managers	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	dgvender@wrddm.gov.za
		2. Project intellects Consulting (Pty) Ltd										
		3. Sejagobe Engineering CC										
		4. Sky High Consulting Engineers (Pty) Ltd										
		5. Mhiduve (Pty)Ltd										
		6. Zenkcon Engineers (Pty)Ltd										
		7. Epitome Consulting										
		8. Hlayeleni Consulting Engineers										
		9. Aes Consulting Engineers										
		10. Aphane Consulting (Pty)Ltd										
		11. Limgroup Consulting Services										
		12. Bigen Africa Services (Pty) Ltd										
		13. Mzimbani 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	01/09/2023	31/08/2025	24 Months	R 2 197 488,24	Corporate Services	G. Magole	011 411 5016	gmagole@wrddm.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@wrddm.gov.za
14	WR/FIN/15/23	Sylver Lake Trading (Pty) Ltd. T/A Opuientia 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 5068	dmonamoli@wrddm.gov.za
15	WR/FIN/07/2024	Ctrack Fleet Management Solutions (Pty) Ltd.	Supply, Installation and Monitoring of vehicle tracking system for a period of three (3) years	26/09/2023	01/10/2023	30/09/2026	36 Months	R140 056,20	Fleet Management	D. Raphulu	(011) 411 5069	draphulu@wrddm.gov.za
16	WR/CORP/21/23	1.Khomotso Consulting	The appointment of a panel of accredited training providers is required for the implementation of all LGSETA learning programmes for all departments of west rand district municipality on an as and when required basis for a period of three (3) years	19/04/2024	01/05/2024	30/04/2027	36 Months	As per agreed Rates	Corporate Services	M. Goreoang	(011) 411 5098	mgoreoang@wrddm.gov.za
		2. Connect the Dots Training & Consulting CC.										
		3. Southern African Youth Movement										
		4. Melatrend Management Consultancy										
		5. Resonance Institute of Learning										
		6. Nomagwanishe Investments CC										
		7. Edu-Fleet										
		8. African Global Skills Academy										
		9. Bantubanye Investments CC										
		10. PMA Holding (Pty) Ltd										
		11. Vala Nge Bhetsu Human Capital Developm										
		12. Thomani Technology Solutions										
		13. Nyankwavi Investment CC										
17	WR/CORP/22/24	1. Epitomely PRM (Pty) Ltd.	Advertising Agencies for the Placement of Tender Advertisement in the Printed Media on an as and when Required Basis for a Period not Exceeding Three (3) Years	15/07/2024	01/08/2024	31/07/2027	36 Months	As per agreed Rates	Corporate Services	C. Mohlala	(011) 411 5062	cmohlala@wrddm.gov.za
		2. Whooodoo Media and Advertising (Pty) Ltd.										
		3. Kwanza Communications (Pty) Ltd.										
		4. Explohill Advertising and Media (Pty) Ltd.										
		5. Best Enough Trading & Projects 579 (Pty) Ltd.										