

Name of the researcher: Curtly Stevens

Name of the municipality: Joe Morolong Local Municipality

Province: Northern Cape

National Treasury classification: B4

Population size 84 201

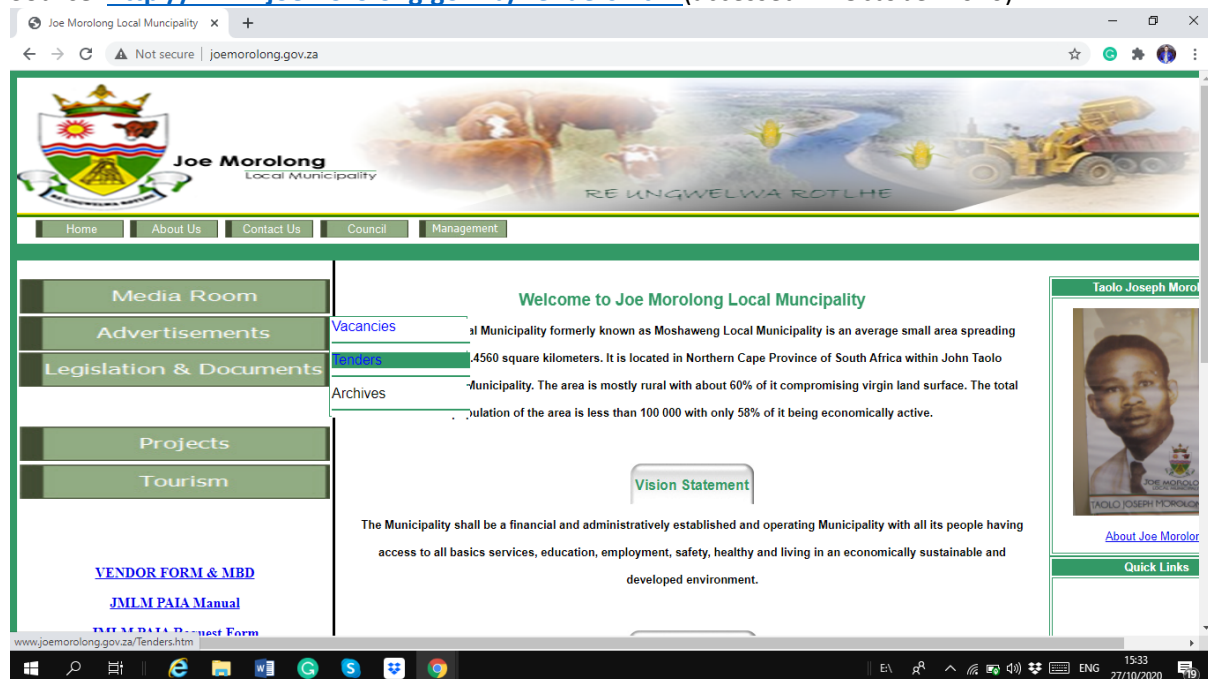
Budget: Not available – see <http://www.joemorolong.gov.za/IDP&Budget.htm> (accessed 30 October 2020).

1. Does the municipality have a functional website? Does the website have a dedicated page for procurement information, which can be accessed without registration?

- a. Yes, the municipality has a functional website with a dedicated page for procurement information, and this information can be accessed without registration.
- b. Yes, the municipality has a functional website but the website has no procurement information or the municipality has a functional website with a dedicated page for procurement information but registration is required to access this information.
- c. No, the municipality does not have a functional website.

Answer: A

Source: <http://www.joemorolong.gov.za/Tenders.htm> (accessed 27 October 2020).



Comments: As at 27 October 2020, the Joe Morolong Local Municipality had a functional website at <http://www.joemorolong.gov.za/> with a dedicated page containing all tender-related information under the main title (Advertisement) and subtitle 'Tenders'. The website was freely accessible with no registration requirements.

2. Does the municipality publish tender notices?

- a. Yes, the municipality publishes tender notices and the list of tender notices seems complete.

- b. Yes, the municipality publishes tender notices but the list of tender notices has obvious gaps or the list seems incomplete.
- c. No, there are no tender notices on the municipality's website.

**Answer: C**

**Source:** <http://www.joemorolong.gov.za/Tenders.htm> (accessed 27 October 2020).

**Comments:** No tender related information for the period under review (1 September 2019 – 31 August 2020) was available on the municipality's website, as at 27 October 2020. Thus, the selection of option C. The municipality did, however, publish tender notices on its website, but only for the period 2013-2017. See for example, TENDER NO: B79/2013 ON RISK PROPOSAL FOR ESTABLISHMENT OF WASTE MANAGEMENT FACILITIES

<http://www.joemorolong.gov.za/Documents/Tender%20no%20B79-2013%20-%20ON%20RISK%20PROPOSAL%20OF%20WASTE%20MGT.pdf>

**3. Does the municipality publish tender specifications for tender notices on its website, can they be downloaded free of charge?**

- a. Yes, the municipality publishes tender specifications on its website, which are downloadable free of charge.
- b. Yes, the municipality publishes tender specifications, which are downloadable free of charge but only for some tender notices or the municipality publishes tender specifications but it imposes a cost to access the specifications.
- c. No, the municipality does not publish tender specifications.

**Answer: C**

**Source:** <http://www.joemorolong.gov.za/Tenders.htm> (accessed 27 October 2020).

**Comments:** No tender specifications for the period under review 1 September 2019 – 31 August 2020, was available on the municipality's website, as at 27 October 2020. In fact, all the tender notices on the municipality's website, which dates back to 2013-2017, did not have tender specifications. All the tender notices required potential bidders to collect at a cost detailed specifications from the Municipality's Finance Department (Supply Chain Unit). See for example, 'Bid documents with detailed specifications and detailed information are obtainable at the Joe Morolong Local Municipality, Finance Department (Supply Chain Unit) from the 14th August 2013 during the office hours (07h30 – 16h00)' in respect of TENDER NO: B79/2013 ON RISK PROPOSAL FOR ESTABLISHMENT OF WASTE MANAGEMENT FACILITIES available at

<http://www.joemorolong.gov.za/Documents/Tender%20no%20B79-2013%20-%20ON%20RISK%20PROPOSAL%20OF%20WASTE%20MGT.pdf> (accessed 27 October 2020).

The requirement to collect specifications physically was a common requirement in most tender notices. Note, bidders must pay a non-refundable deposit fee of R400 to obtain these documents. See for example,

<http://www.joemorolong.gov.za/Documents/joe%20morolong%2017x4%20registered%20electrical%20consultant%20at%20hotazel%20nd%20proof.jpg> (accessed 27 October 2020).

**4. Does the municipality publish the name of companies or individuals who win tenders on its website? Does it do so on time (i.e. within five working days after the award)?**

- a. Yes, the municipality publishes information about who wins tenders within five working days.

- b. Yes, the municipality publishes information about who wins tenders but after five working days or the list of names of companies or individuals who won the tender has obvious gaps or seems incomplete.
- c. No, the municipality does not publish information about who wins tenders.

**Answer: C**

**Source:** <http://www.joemorolong.gov.za/Documents/APPOINTED%20BIDDER%20125-127.pdf> (27 October 2020). \*See also links below.

**Comments:** No tender information relating to tender awards for the year under review (2019-20) was available, as at 27 October 2020. Hence, the selection of option C. Only the list of appointed bidders for 2015/16 was accessible on the municipality's website at <http://www.joemorolong.gov.za/Documents/APPOINTED%20BIDDER%20125-127.pdf> / <http://www.joemorolong.gov.za/Documents/APPOINTED%20BIDDERS%202nd%20QUARTER%2015.pdf> / <http://www.joemorolong.gov.za/Documents/APPOINTED%20BIDDERS%20FOR%20%203rd%20QUARTER%202015.pdf> (accessed 27 October 2020).

The list of tender awards – although falling outside of the period under review – seemed to be incomplete. Moreover, the municipality failed to publish information relating to the award of a particular tender within five days. Tender award reports are released quarterly.

**5. Do tender specifications remain accessible on the website after the contract has been awarded for the duration of the contract?**

- a. Yes, the tender specifications remain accessible on the website after the contract has been awarded for the duration of the contract.
- b. Yes, the tender specifications remain accessible on the website after the contract has been awarded but not for the entire duration of the contract or not all tender specification information remains accessible on the website for the entire duration of the relevant contracts.
- c. No, the tender specifications are removed after the award of the contract or the municipality does not publish tender specifications.

**Answer: C**

**Source:** <http://www.joemorolong.gov.za/Tenders.htm> (accessed 27 October 2020)

**Comments:** As mentioned above, tender specifications for tender notices were not available on the municipality's website. In fact, specifications for a particular tender were not available before or after the award of the tender concern. It can only be obtained physically and directly from the Supply Chain Unit, subject to the payment of an admin fee.

**6. Does a municipality publish the price of the contract?**

- a. Yes, the municipality publishes the price of the contract.
- b. Yes, the municipality publishes the price of the contract but does not seem to publish the price of contracts for all tenders
- c. No, the municipality does not publish the price of the contract.

**Answer: C**

**Source:** <http://www.joemorolong.gov.za/Documents/Tender%20register%20B123-B127.pdf> (accessed 27 October 2020).

**Comments:** As at 27 October 2020, the contract price for awarded tenders for the year under review (2019/20) was not accessible on the municipality's website. For example, the municipality's tender register simply sets out the quotation amounts of each tenderer in respect of a particular tender. See for example, Private Security and Cameras Tender no: B123/2015 available at <http://www.joemorolong.gov.za/Documents/Tender%20register%20B123-B127.pdf>. In other words, the actual negotiated awarded contractual (service delivery agreement) price was not accessible on the municipality's website.

**7. Does the municipality publish any information on how the project will be implemented, for instance, timelines and deliverables, otherwise known as service delivery agreements or implementation plans?**

- a. Yes, the municipality publishes information on how the project will be implemented.
- b. Yes, the municipality publishes information on how the project will be implemented, but the list of service delivery agreement or implementation plans has obvious gaps or the list seems incomplete.
- c. No, the municipality does not publish information on how the project will be implemented.

**Answer: C**

**Source:** <http://www.joemorolong.gov.za/Tenders.htm> (accessed 27 October 2020).

**Comments:** No information on timelines or deliverables in respect of an awarded tender was available on the municipality's website' for the period under review. Although incomplete, the municipality only published information about successful bidders, but for the 2015-16.

**8. Does the municipality publish procurement information on both its website and the eTender portal?**

- a. Yes, the municipality publishes procurement information on both its websites and the eTender portal.
- b. Yes, the municipality publishes procurement information on both its website and the eTender portal but the information on these two platforms does not correspond.
- c. No, the municipality only publishes procurement information on either its website or the eTender portal.
- d. No, the municipality does not publish procurement information on either its website or the eTender portal.

**Answer: D**

**Source:** For National Treasury see <https://etenders.treasury.gov.za/content/advertised-tenders/> and municipal website see <http://www.joemorolong.gov.za/Tenders.htm> (accessed 27 October

2020)

The screenshot shows the eTenderPortal interface for National Treasury, South Africa. The page is titled "Advertised Tenders" and features a search filter for "Joe Morolong Local Municipality" in the Northern Cape province. A table lists four construction tenders published on 11/10/2020, all with closing dates of 18/11/2020 and compulsory briefing sessions on 23/10/2020.

Category	Tender Description	Tender No.	Date published	Closing date & time	Compulsory briefing session
Construction	PANEL OF CONTRACTORS FOR THE PROVISION OF BOREHOLE REFURBISHMENT SERVICES (3 YEARS PERIOD)	B203-2020	11/10/2020	18/11/2020 - 12:00pm	23/10/2020 - 10:00am
Construction	PANEL OF CONTRACTORS FOR THE PROVISION OF CONSTRUCTION OF WATER STORAGE, RETICULATION AND EQUIPPING OF BOREHOLE SERVICES FOR RURAL WATER PROJECTS (3 YEARS PERIOD)	B202-2020	11/10/2020	18/11/2020 - 12:00pm	23/10/2020 - 10:00am
Construction	PANEL OF CONTRACTORS FOR THE PROVISION OF CONSTRUCTION SERVICES FOR RURAL ROADS PROJECTS (3 YEARS PERIOD)	B201-2020	11/10/2020	18/11/2020 - 12:00pm	23/10/2020 - 10:00am
Construction	PANEL OF CONTRACTORS FOR BOREHOLE DRILLING (3 YEARS PERIOD)	B200-2020	11/10/2020	11/11/2020 - 12:00pm	23/10/2020 - 10:00am

**Comments:** No procurement information for the year under review (1 September 2019 – 31 August 2020) was published on the municipality’s website or eTender Portal, thus the selection of option D. However, as at 27 October 2020, some tender notices of Joe Morolong Local Municipality was accessible on the eTender Portal of National Treasury, particularly for the month of October 2020. Similarly to the municipal website, no information relating to awarded tenders (2019-20) was published on the eTender portal, as at 27 October 2020. See screenshot below, as evidence:

The screenshot shows the "Awarded Tenders" section of the eTenderPortal. The search filters are set to "Joe Morolong Local Municipality" in the Northern Cape province. The page is currently empty, indicating no awarded tenders are displayed. The footer of the page reads "Copyright © The National Treasury".

The tender-related information on the eTender Portal also did not correspond with the information on the municipality’s website. For example, some tender notices for 2020 was only available on the e-Tender portal and not on the municipality’s website available at <https://etenders.treasury.gov.za/content/advertised-tenders/> <http://www.joemorolong.gov.za/Tenders.htm> (accessed 27 October 2020).

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**General assessment:**

- a) What is your overall impression on how easy it is to navigate the municipal website to find procurement information?

The municipality's website is not well designed. For example, tender-related information was not categorised under different tabs such as tender notices and awarded tenders titles. All tender information was published and conflated under one webpage titled 'Tenders' making the navigation of the website an onerous and time consuming exercise. Overall, I would score the municipality 4/10.

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- b) Any tips on how the municipality could improve citizens' access to procurement information on its website?

The municipality could improve citizens' access to procurement information by updating and uploading tender-related information, in particular making tender specifications freely accessible on its website. As previously stated, the municipality could also improve the accessibility of its website by categorising procurement information under different internet tabs/titles.

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- c) Are there any best practices in the municipality which can be shared with other municipalities?

One best practice emerging from the municipality is that procurement information, albeit incomplete, remained accessible on the municipality's website.

- c) Are there any other issues that caught your attention when undertaking the assessment?

A key issue that caught my attention is the fact that the municipality did not publish tender specifications on its website. Potential bidders or citizens may only collect the bid specifications from the Municipality's Supply Chain Unit directly, subject to an administrative fee.

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