Name of the researcher	**Melissa NS ZIswa**
Name of the municipality	**Msukaligwa**
Province	**Mpumalanga**
National Treasury classification	**B2**
Population size	**164 608 (2016)**
Budget	**R30 million (2019/2020) projected budget for projects**

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.msukaligwa.gov.za/Tenders%20New.htm

MSUKALIGWA MUNICIPALITY

Tenders

Date:	Closing date:	Tender number:	Description:	Advert	Status
2020/10/16	2020/10/29	8/3-12/2020	Supply & delivery of a Meter Reading Software for a period of 3 years [36 months]	🖈	
2020/09/18	2020/10/02	8/3-04/2020	Appointment of a Panel for the Supply and Delivery of Electro-Mech Materials for a period of 12 months		
		8/3-05/2020	Appointment of a Panel for the Supply and Delivery of Cleaning Materials for a period of 12 months		
		8/3-06/2020	Appointment of a Panel for the Supply and Delivery of Electrical Materials (Lights) for a period of 12 months		🖈
		8/3-08/2020	Appointment of a Panel for the Supply and Delivery of Electrical Materials (Cables) for a period of 12 months		
		8/3-09/2020	Appointment of a Panel for the Supply and Delivery of Plumbing Materials for a period of 12 months		
		8/3-10/2020	Appointment of a Panel for the Supply and Delivery Overhead and Underground Materials for a period of 12 months	🖈	
		8/3-11/2020	Supply and Delivery of Mini Substations of 36 months		🖈
		8/3-13/2020	Appointment of a Panel for the Supply and Delivery of Water Materials for a period of 12 months		
		8/3-14/2020	Appointment of a Panel for the Supply and Delivery of Sewer Materials for a period of 12 months		
		8/3-30/2019	Supply and Delivery of Single and Three Phase (Pre-paid split wireless meters with Keypads) for a period of 36 months		🖈

Comments: The Msukaligwa municipal website is functional and it has a page dedicated for procurement information. This information is accessed by clicking the 'tenders' tab which can be accessed from the home page. It is relatively easy to access this information after a few clicks and there was no need for registration.

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: a
Source: http://www.msukaligwa.gov.za/Tenders%20New.htm
http://www.msukaligwa.gov.za/MsukWeb/Documents/Tenders/2020/20200617%2083.pdf
Comments: The Msukaligwa municipal website publishes tender notices and the list of tender notices seems to be complete. The website has a folder for recent tender notices as well old ones.

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: b
Source: http://www.msukaligwa.gov.za/Tenders%20New.htm
http://www.msukaligwa.gov.za/MsukWeb/Documents/Tenders/2021/Tender%208%203%201%202 02020.pdf
Comments: The municipality provides specifications for its tender notices and these can be downloaded for free on the website. One can download them from the tender tab. However, the website appears not to publish specifications for all the tender notices.

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: b
Source:
http://www.msukaligwa.gov.za/MsukWeb/Documents/Tenders/2021/Tender%20Status/2020102 0%20Status%208%203%2001%202020.pdf
http://www.msukaligwa.gov.za/MsukWeb/Documents/Tenders/2021/RFQ%20Status/20200814% 20Status%208%203%2034%202019.pdf

Comments: The website publishes the list of companies or individuals who win tenders. Nevertheless, these names are published after five working days. In addition to the names of those who won the tenders, the municipality also publishes the names of those who bid for the tender but were unsuccessful. Reasons why those bids were unsuccessful are also provided on the municipality's website.

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: b
Source: http://www.msukaligwa.gov.za/Tenders%20New.htm

		8/3-17/2019	Provision and Supply of Maintenance Spares (Parts and Components) for the General Maintenance and Servicing of the Municipal Fleet (Small) for the period of 12 months.		
2020/08/25	2020/09/07	8/3-38/2019	Supply, Delivery, Installation, Commissioning And Maintenance Of A New 1500kv Diesel Powered Generator.	📌	
		8/3-01/2020	Appointment of a Microsoft Partner for the period of 36 months.		
2020/08/03	2020/08/17	8/3-01/2020	Appointment of a Microsoft partner for the period of 36 months	📌	📌
2020/08/03	2020/08/17	8/3-02/2020	Appointment of Auctioneer	📌	📌

Comments: There are some tender specifications that remain accessible on the website after the contract has been awarded but not for the entire duration of the contract. It also appears from the website that some tender specification information is removed from the website.

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: b
Source: http://www.msukaligwa.gov.za/Tenders%20New.htm

The Chairperson of the Bid Evaluation Committee presented the following:

Tenders received : APPROVED

NO.	BID NUMBER	CLOSING DATE	COMPANY NAME
1.	8/3-01/2020	07/09/2020	Business Connections
2.			Altron / Karabina
3.			Motsamai IT Solutions
4.			Global Computing Telecoms

PROJECT NAME   :   APPOINTMENT OF AN AUCTIONEER - BID 8/3-02/2020 ONCE OFF

BID SPECIFICATION COMMITTEE DATE	29 JULY 2020
ADVERTISEMENT DATE	02 AUGUST 2020
CLOSING DATE	17 AUGUST 2020
BID EVALUATION COMMITTEE DATE	02 SEPTEMBER 2020
BID ADJUDICATION COMMITTEE DATE	04 SEPTEMBER 2020

The Chairperson of the Bid Evaluation Committee presented the following:

Tenders received   :   APPROVED

	BID NUMBER	CLOSING DATE	COMPANY NAME	PRICE (Incl VAT)
1	8/3-02/2020	17/8/2020	Root Auctioneers	3.5% + VAT
2			Five Star Trading Enterprise T/A Auction 24	5.75%
3.			Dika Auctioneers	4%
4.			4 Dimension Auctions	10%

Comments: The Msukaligwa website publishes tender prices but not for all tender contracts. In some instances there is no mention of the price at all and in some instances the price is mentioned in rather abstract terms such as 3.5% + VAT. Having prices listed like most likely will not make sense to an average person in the street.

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:

Tenders/Awarded Tenders

			Tenders		
Date:	**Closing Date:**	**Tender Number:**	**Description:**	**Document**	**Status**
2020/06/12	2020/06/30	RFQ132	Re-advert Supply and delivery of fire arms (HAND GUNS) 9MM	📌	
2020/06/08	2020/06/22	8/3-45/2019	Supply, Delivery and Installation (Configuration) of a Server	📌	📌
	2020/06/29	8/3-36/2019	Supply and Delivery of PPE/UNIFORM		
2020/06/08	2020/06/19	**8/3-44/2019**	**Supply and delivery of fire arms (HAND GUNS) 9MM Replace with RFQ132**	📌	
2020/06/02	8/3-37/2019	2020/06/05	Supply, Installation and Maintenance of Hosted VoIP (telephone) and Contact Centre Management for a period of 36 months	📌	
	8/3-38/2019	2020/06/05	Supply, Delivery, Installation, Maintenance and Commissioning of a New Set and the existing Generator for a period of 36 months None		
2020/06/02	2020/06/15	8/3-39/2019	Appointment for Panel of Civil and Electrical Consultant	📌	📌
	2020/06/25	8/3-34/2019	Provision of short term Insurance and Risk management Services for a period of 33 months	📌	📌

Comments: The municipality does not publish on its website information pertaining to how the project will be implemented.

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 website 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: c

Source:

Home   About Us   Tender Opportunities   Category Information   Tender Documents   Contact us

Advertised Tenders

Category
- Any -

Province   **Cluster**
Mpumalanga   - Any -

Department   **Tender Type**
Msukaligwa Local Municipality   - Any -

Search   Reset

Category	Tender Description	Tender No.	Date published	Closing date & time	Compulsory briefing session
Administrative and support activities	RE-ADVERTISEMENT Provision and Supply of Maintenance Spares (Parts and Components) for the General Maintenance and Servicing of the Municipal Fleet (Small) for the period of 12 months	8/3-17/2019	21/10/2020	04/11/2020 - 12:00pm	
Administrative and support activities	Appointment of Panel of Contractors for the Design and Construction, Refurbishment, Rehabilitation, Alteration or Operation of Wastewater Treatment Plants for a period of 3 years (36 months)	8/3-19/2020	21/10/2020	20/11/2020 - 12:00pm	
Administrative and support activities	Appointment of Panel of Contractors for the Design and Construction, Refurbishment, Rehabilitation, Alteration or Operation of Water Treatment Plants for a period of 3 years (36 months)	8/3-18/2020	21/10/2020	20/11/2020 - 12:00pm	
Administrative and support activities	Repair and Rewind of Electrical Motors and Pumps for a period of 2 years (24 months)	8/3-17/2020	21/10/2020	04/11/2020 - 12:00pm	

Comments: The Msukaligwa local municipality did not publish procurement information on the eTender portal for the time period that is covered by this research. The municipal website however publishes procurement information for the time period covered by this study. Nevertheless, it is important to note that the Msukaligwa municipality has procurement information on the eTender portal but this was published in October 2020.

General assessment:

a) What is your overall impression on how easy it is to navigate the municipal website to find procurement information? Rate out of 10?

It was easy to navigate the municipal website because the tender tab can be accessed directly from the home page. Furthermore, all the procurement information is accessed from that tender page. One does not have to get the information from different places. I would rate the website a 10/10 for easy navigation.

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

The municipality can improve citizens' access to procurement information by improving the speed to which one can download their documents as well as clearly providing the prices for the contracts and not just percentages.

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

One best practice that can be shared with other municipalities would be how the Msukaligwa website not only publishes the name of companies or individuals who won the tenders but also the names of companies and individuals whose bids were unsuccessful and the reasons why these parties were not awarded the tenders.

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

A noteworthy issue that caught my attention would be how it took me close to 4 minutes to download a 32MB pdf file.