



LIMPOPO

PROVINCIAL GOVERNMENT
REPUBLIC OF SOUTH AFRICA

PROVINCIAL TREASURY

Ref. No: 4/2/R/1

TREASURY INSTRUCTION NOTE NO. 05 OF 2020/21: SUBMISSIONS AND ADVERTISEMENT OF TENDERS-COVID 19

THE PREMIER

THE SPEAKER: LIMPOPO PROVINCIAL LEGISLATURE
THE DEPUTY SPEAKER: LIMPOPO PROVINCIAL LEGISLATURE
THE MEC FOR EDUCATION
THE MEC FOR AGRICULTURE AND RURAL DEVELOPMENT
THE MEC FOR FINANCE
THE MEC FOR ECONOMIC DEVELOPMENT, ENVIRONMENT AND TOURISM
THE MEC FOR HEALTH
THE MEC FOR TRANSPORT AND COMMUNITY SAFETY
THE MEC FOR PUBLIC WORKS, ROADS AND INFRASTRUCTURE
THE MEC FOR CO-OPERATIVE GOVERNANCE HUMAN SETTLEMENTS AND TRADITIONAL AFFAIRS
THE MEC FOR SOCIAL DEVELOPMENT
THE MEC FOR SPORT, ARTS AND CULTURE

ALL OTHER MEMBERS OF THE LEGISLATURE

THE ACCOUNTING OFFICER: VOTE 01: DIRECTOR GENERAL
THE ACCOUNTING OFFICER: VOTE 03: EDUCATION
THE ACCOUNTING OFFICER: VOTE 04: AGRICULTURE AND RURAL DEVELOPMENT
THE ACCOUNTING OFFICER: VOTE 05: PROVINCIAL TREASURY
THE ACCOUNTING OFFICER: VOTE 06: ECONOMIC DEVELOPMENT, ENVIRONMENT AND TOURISM
THE ACCOUNTING OFFICER: VOTE 07: HEALTH
THE ACCOUNTING OFFICER: VOTE 08: TRANSPORT AND COMMUNITY SAFETY
THE ACCOUNTING OFFICER: VOTE 09: PUBLIC WORKS, ROADS AND INFRASTRUCTURE
THE ACCOUNTING OFFICER: VOTE 10: SPORT, ARTS AND CULTURE
THE ACCOUNTING OFFICER: VOTE 11: CO-OPERATIVE GOVERNANCE HUMAN SETTLEMENTS AND TRADITIONAL AFFAIRS
THE ACCOUNTING OFFICER: VOTE 12: SOCIAL DEVELOPMENT

THE ACCOUNTING AUTHORITY: LIMPOPO ECONOMIC DEVELOPMENT AGENCY
THE ACCOUNTING AUTHORITY: LIMPOPO GAMBLING BOARD
THE ACCOUNTING AUTHORITY: LIMPOPO TOURISM AGENCY
THE ACCOUNTING AUTHORITY: ROAD AGENCY LIMPOPO
THE ACCOUNTING AUTHORITY: GATEWAY AIRPORTS AUTHORITY LIMITED

THE MANAGING DIRECTOR: LIMPOPO ECONOMIC DEVELOPMENT AGENCY
THE CHIEF EXECUTIVE OFFICER: LIMPOPO GAMBLING BOARD
THE CHIEF EXECUTIVE OFFICER: LIMPOPO TOURISM AGENCY
THE CHIEF EXECUTIVE OFFICER: ROAD AGENCY LIMPOPO
THE CHIEF EXECUTIVE OFFICER: GATEWAY AIRPORTS AUTHORITY LIMITED

THE CHIEF FINANCIAL OFFICER: VOTE 01: OFFICE OF THE PREMIER OFFICER
THE CHIEF FINANCIAL OFFICER: VOTE 03: EDUCATION
THE CHIEF FINANCIAL OFFICER: VOTE 04: AGRICULTURE AND RURAL DEVELOPMENT
THE CHIEF FINANCIAL OFFICER: VOTE 05: PROVINCIAL TREASURY
THE CHIEF FINANCIAL OFFICER: VOTE 06: ECONOMIC DEVELOPMENT, ENVIRONMENT AND TOURISM
THE CHIEF FINANCIAL OFFICER: VOTE 07: HEALTH
THE CHIEF FINANCIAL OFFICER: VOTE 08: TRANSPORT AND COMMUNITY SAFETY

} For information

THE CHIEF FINANCIAL OFFICER: VOTE 09: PUBLIC WORKS, ROADS AND INFRASTRUCTURE
THE CHIEF FINANCIAL OFFICER: VOTE 10: SPORT, ARTS AND CULTURE
THE CHIEF FINANCIAL OFFICER: VOTE 11: CO-OPERATIVE GOVERNANCE HUMAN SETTLEMENTS AND TRADITIONAL
AFFAIRS
THE CHIEF FINANCIAL OFFICER: VOTE 12: SOCIAL DEVELOPMENT

THE CHIEF FINANCIAL OFFICER: LIMPOPO ECONOMIC DEVELOPMENT AGENCY
THE CHIEF FINANCIAL OFFICER: LIMPOPO GAMBLING BOARD
THE CHIEF FINANCIAL OFFICER: LIMPOPO TOURISM AGENCY
THE CHIEF FINANCIAL OFFICER: ROAD AGENCY LIMPOPO
THE CHIEF FINANCIAL OFFICER: GATEWAY AIRPORTS AUTHORITY LIMITED

THE PROVINCIAL AUDITOR

1. PURPOSE

The purpose of this Instruction Note is to provide directive on new safety measurers regarding submissions and advertisement of tenders in keeping with the national COVID-19 safety and emergency protocols that has been instituted.

2. BACKGROUND

- 2.1. Limpopo Provincial Treasury issued Instruction Note No 2 of 2019/2020 – Advertisement of Bids and Publication of Awards and Cancellations on the E-Tender Portal dated 10 July 2019 which prescribed the mandatory advertisement of bids and publication of awards and cancellations on the E-Tender Portal by all Limpopo departments and public entities.
- 2.2. Limpopo Provincial Treasury issued SCM Circular No 3 of 2019/2020 – Advertisement of Tenders and Submission of Tender Documents for Distribution to Various Districts dated 10 December 2019, which provided guidance and procedure on the advertisement of tenders in the Provincial Tender Bulletin and submission of tender documents for distribution to various districts.
- 2.3. During March 2020, the President announced the declaration of a National State of Disaster due to the outbreak of COVID-19 pandemic and this requires us to do our business differently.

3. ADVERTISING TENDERS, PUBLICATION OF AWARDS AND CANCELLATIONS, AND UPLOADING OF TENDER DOCUMENTS

Due to the rapid spread of COVID – 19 and in keeping with the national safety and emergency protocols that has been instituted following the announcement declaring the pandemic a national disaster, it is prudent to introduce the following precautionary measures in relation to advertisement of tenders in the province: -

- 3.1. There will be no submission of physical documents to Limpopo Provincial Treasury for the purpose of quality assurance, advertising on the E-Tender Portal and for sale in district offices as previously was the case.
- 3.2. All requests to advertise tenders, publication of awards, cancellations of advertised tenders and final tender documents for uploading on the E- Tender Portal should be emailed to mahlatjimd@treasury.limpopo.gov.za.
- 3.3. Electronic requests for advertisement of tenders must be submitted to Limpopo Provincial Treasury five (5) working days before the publication day. This is to allow Limpopo Provincial Treasury sufficient time needed to make thorough compliance assessment and due diligence prior advertisement of tenders on the E-Tender Portal. The advertisement date will be determined when the document is ready for uploading.
- 3.4. The publication of the Provincial Tender Bulletin is suspended until further notice and the E-Tender Portal shall be the only minimum mode of advertising tenders, publication of awards, cancellations and uploading of tender documents by Limpopo Provincial Treasury.
- 3.5. Accounting Officers and Accounting Authorities are also expected to publish tender opportunities, awards and cancellations on their respective websites.

- 3.6. Accounting Officers and Accounting Authorities must ensure that tender advertisement guidelines provided in the Limpopo Provincial Treasury Instruction Note No 2 of 2019/2020 – Advertisement of Bids and Publication of Awards and Cancellations on the E-Tender Portal dated 10 July 2019 are adhered to.
- 3.7. As an interim measure, this Instruction Note shall override the “Limpopo Provincial Treasury SCM Circular No 3 of 2019/2020 – Advertisement of Tenders and Submission of Tender Documents for Distribution to Various Districts”, issued on the 10th of December 2019.
- 3.8. It is the responsibility of Accounting Officers and Accounting Authorities to put maximum safety measures with regard to the closing, opening, evaluation and adjudication of tenders.

4. APPLICABILITY

This Treasury Instruction note applies to all departments, public entities (3C and 3D) and non-officials (contractors/consultants/non-executive directors [including board and sub committees of board]) within Limpopo Provincial Administration.

5. AUTHORITY FOR THIS INSTRUCTION NOTE

- 5.1. The Instruction Note is issued in terms of Section 18 (1) (c) of the PFM Act read together with Section 18 (2) (a), (b), (f) and (i).
- 5.2. Non-compliance with this Instruction note may lead to the departments (votes) and public entities (Schedule 3C and 3D) having a paragraph of non-compliance raised by the relevant oversight structures.

6. EFFECTIVE DATE FOR IMPLEMENTATION

- 6.1. The effective date of the instruction note is the date of issuance.

7. DISSEMINATION OF INFORMATION CONTAINED IN THIS INSTRUCTION NOTE

7.1. Accounting Officers and Accounting Authorities are requested to bring the contents of this instruction note to the attention of all officials within their departments and/or public entities.

8. NOTIFICATION TO THE AUDITOR-GENERAL AND AUDITABILITY OF THE INSTRUCTION NOTE

The Auditor-General will be notified of the contents of this Provincial Treasury Instruction Note and the contents thereof will be subjected to audit.

9. CONTACT OFFICE

The Chief Director: Provincial Supply Chain Management

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Mr. GAVIN PRATT CA (SA)
HEAD OF DEPARTMENT


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DATE