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Name of the municipality: Mossel Bay Municipality

Province: Western Cape

National Treasury classification: B2

Population size: 109 389 (as at 2020)¹

Budget: R 1 450 133 265 for (2019/20 budget year)²

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: <https://www.mosselbay.gov.za/procurement-0>

Comments: The municipality has a functional website with a page named 'procurement' that can be accessed without registration. The information that can be accessed on the procurement page includes available tenders, tenders awarded, and formal quotations.

2. Does the municipality publish tender notices?

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

¹ Population.City 'Mossel Bay population' available at http://population.city/south-africa/mossel-bay/#:~:text=Answer%3A%20Mossel%20Bay%2C%20South%20Africa,would%20be%3A%20109%20389*. (accessed 4 November 2020).

² Mossel Bay *Annual Budget 2019/20* (2019) 16.

- 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: <https://www.mosselbay.gov.za/tenders-available>

Comments: The list of tender notices seems complete. As at 29 October 2020, the municipality published tenders dating back to 2007. The municipality also conveys the tender information in a transparent manner. From the annexure below, it can be seen that all subject headings appear clearly at the top of the tender. In addition, the tender reference, date of publication and closing date also appears on the page. There is also a search tab for which you may search for a specific tender using a tender reference. This makes it easy for the public to navigate through the information.

TDR 77/2020/2021: ALIENATION OF PORTION OF ERF 2001, A PORTION OF ERF 19201 AND PORTIONS OF ERVEN 9442, 9233 AND 9234, MOSSEL BAY FOR THE IMPLEMENTATION OF SOCIAL HOUSING OPPORTUNITIES IN MOSSEL BAY MUNICIPALITY

Ref No. TDR 77/2020/2021

Date opened: 24/07/2020

Closing Date: 28/08/2020

↓ ADVERT (83.82KB)

✉ Email document

↓ TENDER DOCUMENT (1.2MB)

✉ Email document

CANCELLATION OF TENDER TDR 131/2019 SUPPLY AND INSTALLATION OF A SYSTEM FOR DEEDS OFFICE SEARCHES

Ref No. TDR 131/2019

Date opened: 02/10/2020

Closing Date: 02/11/2020

↓ CANCELLATION NOTICE (59.54KB)

✉ Email document

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: <https://www.mosselbay.gov.za/tenders-available?page=full>

Comments: The municipality publishes tender specifications that can be downloaded directly from the website free of charge. However, not all tender documents appear on the website. The tender documents that appear on the website dates back to 2007 to 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: A

Source: <https://www.mosselbay.gov.za/tenders-awarded?page=3>

Comments: The municipality publishes information about who won the tenders. However, it cannot be discerned from the table whether the information was published after five working days. The list seems complete and it includes tenders that are pending adjudication which helps the public to know the status of a particular tender. The municipality must be commended for going the extra mile to ensure that interested community members are not left in the dark about procurement related information.

BRIDGE IN
BRANDWAG

CANCELLATION OF TDR92/2019	CANCELLATION OF TDR 92/2019: RENDERING OF A PERSONNEL PROVISION SERVICE	15/06/2020 12:00pm	Pending Adjudication		
TDR135/2019	TDR135/2019: CONSTRUCTION OF MODULAR LIBRARY AT BRANDWACHT, MOSEL BAY	12/06/2020 12:00pm	CSJ Civils and Construction	786 200.66	Level 1

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: A



Source: <https://www.mosselbay.gov.za/tenders-available?archive=02-2017>

Comments: All tender documents relating to the tenders remain on the website after the contract has been awarded. Tender documents dating back to 2008 may also be accessed on the website. This suggests that the tender documents remain online for the duration of the contract.

Tenders Available



TENDER 2/2008: CONSTRUCTION OF OUTFALL SEWER LINE

Ref No. TENDER 2/2008: CONSTRUCTION OF OUTFALL SEWER LINE
Date opened: 29/02/2008
Closing Date: 29/02/2008

- ↓ Tender Document (39.5 KB)  Email document
- ↓ Tender Document (0 bytes)  Email document

TENDER 57 /2007: UPGRADING OF STORM WATER SYSTEM IN GREAT BRAK RIVER: PHASE 2

Ref No. TENDER 57 /2007: UPGRADING OF STORM WATER SYSTEM IN GREAT BRAK RIVER: PHASE 2
Date opened: 29/02/2008
Closing Date: 29/02/2008

- ↓ Tender Document (45 KB)  Email document
- ↓ Tender Document (0 bytes)  Email document

Enter ref no. 

Go to section

- > Tenders Available
- > Formal Written Quotations Available
- > Tenders Awarded
- > Formal Written Quotations Awarded

Archive

- > Show All
- > 2020

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

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

Answer: B

Source: <https://www.mosselbay.gov.za/tenders-awarded?page=3>

Comments: Most awarded tenders include information about who won the tender, the BEE status of the company as well as the value of the tender that is awarded. However, there is a small number of tenders that only includes the name and BEE status of the company, without the value of the awarded tender. The value is replaced by the term 'various' which seems to suggest that the tender comprise of various amounts but a total is not specified.

BAY AREA

TDR 116/2019	TDR 116/2019: SUPPLY OF AERIAL PHOTOGRAPHY AND COLOUR DIGITAL ORTHO PHOTOS	20/03/2020 12:00pm	Land Resouces international	Various	Level 2
TDR 119/2019	TDR119/2019: CONSTRUCTING NEW AND RESURFACING OF NETBALL AND TENNIS COURTS	20/03/2020 12:00pm	Autumn Skies trading 257	1 877 424,45	Level 1
TDR 78/2019	TDR78/2019: MOSSEL BAY: REPLACE EXISTING BOUNDARY WALL AT THE D'ALMEIDA SPORTS FIELD	20/03/2020 12:00pm	Ruwacon	6 891 224,37	level 1

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: <https://www.mosselbay.gov.za/procurement-0>

Comments: Apart from tender notices, tender documents, formal written quotations, tenders awarded and formal written quotations awarded, the municipality does not publish any other related procurement information such as service delivery agreements or implementation plans.

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: B

Source: <https://etenders.treasury.gov.za/content/advertised-tenders>
<https://www.mosselbay.gov.za/tenders-available>

Comments: The procurement information that appears on the municipality’s website dates back to 2007 up to October 2020. The website thus provides a detailed list of the tenders that were made available by the municipality over a number of years. However, the information that is published on the e-Tender portal is not as comprehensive as the Mossel Bay municipality website. As at 29 October 2020, the e-Tender portal only contained four tenders from the Mossel Bay municipality. Therefore, the information from the two platforms do not correspond.

Category	Tender Description	Tender No.	Date published	Closing date & time	Compulsory briefing session
Services: General	TDR101/2020/2021: PLC (PROGRAMMABLE LOGICAL CONTROLLER) UPGRADE AT THE MOSSEL BAY DESALINATION PLANT	TDR101/2020/2021	23/10/2020	20/11/2020 - 12:00pm	04/11/2020 - 11:00am
Supplies: General	TDR112/2020/2021: SUPPLY AND DELIVERY OF ONE (1) 1-TON RESCUE VEHICLE	TDR112/2020/2021	16/10/2020	06/11/2020 - 12:00pm	
Supplies: Clothing/Textiles/Footwear	SUPPLY AND DELIVERY OF FIRE FIGHTERS HUMAN PROTECTION MATERIAL – FIRE FIGHTING PROTECTIVE CLOTHING	TDR95/2020/2021	25/09/2020	06/11/2020 - 12:00pm	
Supplies: General	SUPPLY, DELIVERY, INSTALLATION AND REPAIRS OF OUTDOOR EXERCISE EQUIPMENT	TDR93/2020/2021	25/09/2020	06/11/2020 - 12:00pm	

General assessment:

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

The website may be considered as user friendly and in some respects, Mossel Bay sets a standard in terms of user-friendliness of the website. All tender information is set out transparently on the procurement page. It is clear on face value what the nature of the tender is, the tender reference number, the opening date as well as the closing date. All of this information is made available to the public. For these reasons, I score the municipality 8/10.

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

It would be useful if the municipality also publishes service delivery agreements or any other information on how contractors implement projects so that members of the public, as well as the media or any other interested stakeholders can have access to the details concerning the implementation of the project and to hold service providers accountable on that basis.

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

The manner in which the procurement information is conveyed to the public sets a standard with which other municipalities can improve their publication style of procurement information.

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

There were no other issues detected.
