Name of the researcher	**Melissa NS Ziswa**
Name of the municipality	**Nkomazi**
Province	**Mpumalanga**
National Treasury classification	**B4**
Population size	**390,610 (2011)**
Budget	**R328.7 million (2020/21)**

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.nkomazi.gov.za/tenders.html
Comments: The Nkomazi municipality has a functioning website that has procurement information that can be accessed without registering. This information can easily be accessed by clicking the 'tenders' tab from the home page

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: b

Source:

Comments: The Nkomazi municipality publishes tender notices and the list of tender notices appears to be incomplete because the oldest tender notices on the website were published in July 2020. There are no tender notices for the period before that.

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

Comments: The Nkomazi municipality does not publish on its website tender specifications for the tender notices. There are also no tender specifications for the period under review on the eTender portal.

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: https://www.nkomazi.gov.za/tenders.html
Comments: During the period of 1 September 2019 to 31 August 2020, the Nkomazi municipality did not publish on its website the names of individuals and companies who won tenders. However, the website appears to publish an annual list of parties who have been awarded tenders. On 29/10/20, the website had a 2018/2019 financial year list of awarded individuals and companies. The list of awarded individuals or companies for the 2019/2020 financial year is still to be uploaded on the 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: c
Source: https://www.nkomazi.gov.za/tenders.html
Comments: In line with question three discussed above, the Nkomazi municipality does not publish tender specifications for tender notices on its 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: c
Source: https://www.nkomazi.gov.za/tenders.html
Comments: Nkomazi municipality did not publish prices for the contracts for the time period that this research covers. However, in the annual list of awarded tenders for the period of 19/07/2018 to 27/06/2019 publishes the prices for tenders for that period.

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.nkomazi.gov.za/tenders.html
Comments: The website does not publish information on how the tender 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:

		No.	published	date & time	session
Services: Professional	NKO 43/2020 COMPILATION OF THE GENERAL VALUATION ROLL FOR A PERIOD OF 01 JULY 2022 TO 30 JUNE 2027 FOR NKOMAZI LOCAL MUNICIPALITY	NKO 43/2020	20/10/2020	30/11/2020 - 12:00pm	02/11/2020 - 10:00am
Waste collection, treatment and disposal activities; materials recovery	NKO 44/2020 REQUEST FOT PROVISION OF OPERATION AND MAINTANANCE OF STEENBOK LANDFILL SITE FOR A PERIOD OF 36 MONTHS (3 YEARS) FOR NKOMAZI LOCAL MUNICIPALITY	NKO 44/2020	20/10/2020	30/11/2020 - 12:00pm	02/11/2020 - 10:00am
Construction	NKO 45/2020 DRILLING AND EQUIPPING OF BOREHOLES AT BLOCK C (DINDELA & MANYELETI) AND KAMHLUSHWA (EXT 2) FOR NKOMAZI LOCAL MUNICIPALITY	NKO 45/2020	20/10/2020	30/11/2020 - 12:00pm	02/11/2020 - 10:00am
Supplies: General	NKO 42/2020 SUPPLY AND DELIVERY OF ONE (1) 16-TON SKIP LOADER TRUCK FOR NKOMAZI LOCAL MUNICIPALITY	NKO 42/2020	05/10/2020	17/11/2020 - 12:00pm	20/10/2020 - 10:00am
Supplies: General	NKO 41/2020 SUPPLY AND DELIVERY OF TWO (2) COMPACTOR TRUCKS (1100KG) FOR NKOMAZI LOCAL MUNICIPALITY	NKO 41/2020	05/10/2020	17/11/2020 - 12:00pm	20/10/2020 - 10:00am
Construction	NKO 18/2020 RE-ADVERT FOR CONSTRUCTION OF MJEJANE WATER SUPPLY - PHASE 3 – WATER RETICULATION NETWORK – ZONE 3	NKO 18/2020	05/10/2020	13/11/2020 - 12:00pm	13/10/2020 - 10:00am
Construction	NKO 17/2020 RE-ADVERT FOR CONSTRUCTION OF MJEJANE WATER SUPPLY - PHASE 3 – WATER RETICULATION NETWORK – ZONE 2	NKO 17/2020	05/10/2020	13/11/2020 - 12:00pm	13/10/2020 - 10:00am
Construction	NKO 16/2020 RE-ADVERT FOR CONSTRUCTION OF MJEJANE WATER SUPPLY - PHASE 3 – WATER RETICULATION NETWORK – ZONE 1	NKO 16/2020	05/10/2020	13/11/2020 - 12:00pm	13/10/2020 - 10:00am
Other professional, scientific and technical activities	NKO 40/2020 SUPPLY AND INSTALLATION OF TRAFFIC LIGHTS AND STREET LIGHTS AT KAMHLUSHWA INTERSECTION R581/1, D2943 AND SCHOEMANSDAL INTERSECTION R570, D2943 IN NKOMAZI LOCAL MUNICIPALITY	NKO 40/2020	21/09/2020	02/11/2020 - 12:00pm	01/10/2020 - 10:00am

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Comments: The municipality only publishes procurement information on its website. There is no procurement information published on the eTender portal for the time period that this study covers. There are however publications of procurement information for September and October 2020 on the eTender portal.
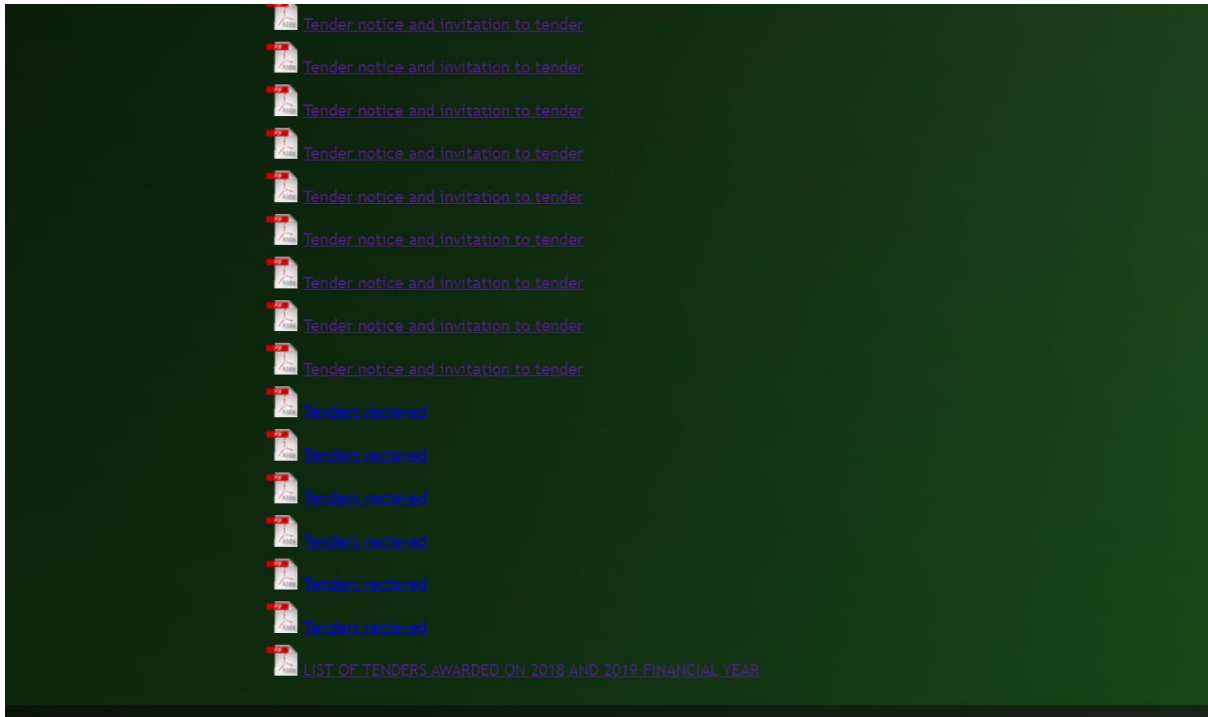

General assessment:

    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 is easy to navigate the municipal website because there is a 'tenders' tab that can be accessed from the home page. I am rating the page a 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 by changing the colour themes so that it would be easy to see the material. I had to strain my eyes to read some of the materials, the purple and blue print on the dark green background is not user friendly.

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

The municipality publishes a list of all received tenders although these are handwritten. So whilst this is good practice, surely the municipality can do even better by typing the list.

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

Other than the choice of colours for the website, I cannot think of anything else.