Nonceba Mbuqe

Local Government Supply Chain Management

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Reference: RCS/C.5

## TREASURY CIRCULAR MUN NO. 8/2018

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THE MAYOR, MATZIKAMA MUNICIPALITY: MS G STEPHAN
THE MAYOR, CEDERBERG MUNICIPALITY: MR J BARNARD
THE MAYOR, BERGRIVIER MUNICIPALITY: MR EB MANUEL
THE MAYOR, SALDANHA BAY MUNICIPALITY: MR M KOEN
THE MAYOR, SWARTLAND MUNICIPALITY: MR T VAN ESSEN
THE MAYOR, CAPE WINELANDS DISTRICT MUNICIPALITY: DR H VON SCHLICHT
THE MAYOR, WITZENBERG MUNICIPALITY: MR BC KLAASEN
THE MAYOR, DRAKENSTEIN MUNICIPALITY: MR CJ POOLE
THE MAYOR, STELLENBOSCH MUNICIPALITY: ADV G VAN DEVENTER
THE MAYOR, BREEDE VALLEY MUNICIPALITY: MS A STEYN
THE MAYOR, LANGEBERG MUNICIPALITY: MR HM JANSEN
THE MAYOR, OVERBERG DISTRICT MUNICIPALITY: MR S FRANKEN
THE MAYOR, THEEWATERSKLOOF MUNICIPALITY: MS CJM VOSLOO
THE MAYOR, OVERSTRAND MUNICIPALITY: MR D COETZEE (ACTING)
THE MAYOR, CAPE AGULHAS MUNICIPALITY: MR PJ SWART
THE MAYOR, SWELLENDAM MUNICIPALITY: MR NG MYBURGH
THE MAYOR, EDEN DISTRICT MUNICIPALITY: MR M BOOYSEN
THE MAYOR, KANNALAND MUNICIPALITY: MS M BARRY
THE MAYOR, HESSEQUA MUNICIPALITY: MR G RIDDELS
THE MAYOR, MOSSEL BAY MUNICIPALITY: MR HJ LEVENDAL
THE MAYOR, GEORGE MUNICIPALITY: MR MG NAIK
THE MAYOR, OUDTSHOORN MUNICIPALITY: MR CF SYLVESTER
THE MAYOR, BITOU MUNICIPALITY: MR MP LOBESE
THE MAYOR, KNYSNA MUNICIPALITY: MS E BOUW-SPIES
THE MAYOR, CENTRAL KAROO DISTRICT MUNICIPALITY: MR N CONSTABLE
THE MAYOR, LAINGSBURG MUNICIPALITY: MS I BROWN (ACTING)
THE MAYOR, PRINCE ALBERT MUNICIPALITY: MR G LOTTERING
THE MAYOR, BEAUFORT WEST MUNICIPALITY: MR J VAN DER LINDE
THE MUNICIPAL MANAGER, CITY OF CAPE TOWN: MR L MBANDAZAYO (ACTING)
THE MUNICIPAL MANAGER, WEST COAST DISTRICT MUNICIPALITY: MR W MARKUS (ACTING)
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THE MUNICIPAL MANAGER, CEDERBERG MUNICIPALITY: MR L VOLSCHENK
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THE MUNICIPAL MANAGER, WITZENBERG MUNICIPALITY: MR D NASSON
THE MUNICIPAL MANAGER, DRAKENSTEIN MUNICIPALITY: DR J LEIBBRANDT
THE MUNICIPAL MANAGER, STELLENBOSCH MUNICIPALITY: MS G METTLER
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THE MUNICIPAL MANAGER, KANNALAND MUNICIPALITY: MR R STEVENS
THE MUNICIPAL MANAGER, HESSEQUA MUNICIPALITY: MR J JACOBS
THE MUNICIPAL MANAGER, MOSSEL BAY MUNICIPALITY: ADV MG GILIOMEE
THE MUNICIPAL MANAGER, GEORGE MUNICIPALITY: MR T BOTHA
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THE MUNICIPAL MANAGER, OUDTSHOORN MUNICIPALITY: MR A PAULSE
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THE HEAD OFFICIAL: PROVINCIAL TREASURY (MR Z HOOSAIN)
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THE DEPUTY DIRECTOR GENERAL: GOVERNANCE AND ASSET MANAGEMENT (MR IG SMITH) (ACTING)
THE CHIEF DIRECTOR: PUBLIC POLICY SERVICES (MS M KORSTEN)
THE CHIEF DIRECTOR: PROVINCIAL GOVERNMENT PUBLIC FINANCE (MS JD GANTANA)
THE CHIEF DIRECTOR: LOCAL GOVERNMENT PUBLIC FINANCE (MR M SIGABI) (ACTING)
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THE CHIEF DIRECTOR: ASSET MANAGEMENT (MS N EBRAHIM) (ACTING)
THE CHIEF DIRECTOR: FINANCIAL GOVERNANCE AND ACCOUNTING (MR A HARDIEN)
THE CHIEF FINANCIAL OFFICER (MS U BRINK) (ACTING)
THE HEAD: OFFICE OF THE FINANCE MINISTRY (ADV E PRETORIUS)
THE DIRECTOR: BUSINESS INFORMATION AND DATA MANAGEMENT (MR PP PIENAAR)
THE DIRECTOR: FINANCIAL GOVERNANCE (MS N PALMER) (ACTING)
THE DIRECTOR: FISCAL POLICY (DR N NLEYA)
THE DIRECTOR: INFRASTRUCTURE (MR K LANGENHOVEN)
THE DIRECTOR: LOCAL GOVERNMENT ACCOUNTING (MR L BRINDERS)
THE DIRECTOR: LOCAL GOVERNMENT BUDGET OFFICE (MR ML BOOYSEN)
THE DIRECTOR: LOCAL GOVERNMENT REVENUE AND EXPENDITURE (GROUP ONE) (MR A DYAKALA)
THE DIRECTOR: LOCAL GOVERNMENT REVENUE AND EXPENDITURE (GROUP TWO) (MR M SIGABI)
THE DIRECTOR: LOCAL GOVERNMENT SUPPLY CHAIN MANAGEMENT (MR R MOOLMAN)
THE DIRECTOR: PROVINCIAL GOVERNMENT ACCOUNTING (MR A REDDY)
THE DIRECTOR: PROVINCIAL GOVERNMENT BUDGET OFFICE (MS RH SLINGER)
THE DIRECTOR: PROVINCIAL GOVERNMENT FINANCE (EXPENDITURE MANAGEMENT) (MS A PICK)
THE DIRECTOR: PROVINCIAL GOVERNMENT SUPPLY CHAIN MANAGEMENT (MS T RAKIEP) (ACTING)
THE DIRECTOR: STRATEGIC AND OPERATIONAL MANAGEMENT SUPPORT (MS A SMIT)
THE DIRECTOR: SUPPORTING AND INTERLINKED FINANCIAL SYSTEMS (MR A MAZOMBA)
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THE PROVINCIAL AUDITOR

MASTER RECORDS OFFICIAL: BUSINESS INFORMATION AND DATA MANAGEMENT

THE HEAD OF DEPARTMENT: LOCAL GOVERNMENT

THE CHIEF DIRECTOR: LOCAL GOVERNMENT BUDGET ANALYSIS – NATIONAL TREASURY (MR J HATTINGH)

THE CHIEF DIRECTOR: MFMA IMPLEMENTATION - NATIONAL TREASURY (MR TV PILLAY)

## RE: MUNICIPAL SUPPLY CHAIN MANAGEMENT POLICY ASSESSMENTS FOR THE 2017/18 FINANCIAL YEAR

## PURPOSE

- 1.1 To inform municipalities of the Provincial Treasury's intention to embark on a Supply Chain Management policy assessment process for the 2017/18 financial year.
- 1.2 Request all the Municipalities to submit Supply Chain Management policies including the infrastructure procurement policies to the Provincial Treasury for assessment.
- 1.3 To assess compliance to the requirements of the Municipal SCM Regulations 2 and 3, dealing with the adoption, amendment and annual review of the Municipal Supply Chain Management Policies.

## 2. BACKGROUND

- 2.1 The National Treasury issued MFMA Circular No. 22 in August 2005 instructing each municipal council and board of directors of a municipal entity to adopt a policy that gives effect to the South Africa Constitution and other Supply Chain Management legislative regimes.
- 2.2 To date a number of circulars and other prescripts has been issued by National Treasury, which warranted inclusion into the municipal SCM polices as part of the SCM National Reforms.

2.3 Furthermore, to date the Provincial Treasury has assisted all the Municipalities in the province by assessing its policies to ensure that there is a consistent application and

implementation in the province.

3. ASSESSMENT PROCESS

3.1 The policy assessment process is aimed at determining whether Municipalities have implemented a Supply Chain Management Policy in a manner, which gives effect

to the provisions of Section 217 of the Constitution, Section 112 of the MFMA and are

aligned to the National Treasury's Model Policy.

3.2 Upon alignment to the Model Policy, the assessment is aimed at determining whether

municipal policies contain a range of discretional information that complies with the

MFMA and SCM Regulations, and any other relevant prescripts.

3.3 Additionally, to provide a platform for a consistent and uniform application of the

policy provisions.

4. REQUEST

4.1 The Provincial Treasury hereby request municipalities to forward latest adopted

Supply Chain Management policies for 2017/18 financial year assessment by no later

than 28 February 2017.

4.2 Upon submission of the policies, please indicate the following:

• Date of adoption of the policy;

• Council resolutions: and

• Last reviewed date of the policy.

4.3 Any enquiries in this regard may be directed to the following LGSCM officials:

Ms Nonceba Mbuqe - 021 483 0943; email: Nonceba.Mbuqe@westerncape.gov.za

Ms Letitia Sallies – 021 483 3180; email: <u>Letitia.Sallies@westerncape.gov.za</u>

4.4 Municipalities are requested to comply with the contents of this circular.

MR RODNEY MOOLMAN

DIRECTOR: LOCAL GOVERNMENT SUPPLY CHAIN MANAGEMENT

DATE: 14 February 2018

			CON	TACT DETAILS	OF HEAD: SCN	AT MUNICIPALITIE	S IN THE WESTERN (	CAPE		
			ADDRESS	5			CC	ONTACT PERSONS		
N CODE	MUNICIPALITY	CATEGORY	PHYSICAL	POSTAL		NAME	TELEPHONE NO.	FAX NO.	CELLPHONE NUMBER	E-MAIL ADDRESS
	стісс	Municipal Entity	Convention Square, 1 Lower Long Street, Cape Town, 8001,		Head: SCM	Mr Blake D'Oliveira	(021) 410-5000	(021) 410-5001	073 299-6836	blaked@cticc.co.za
			Civic Centre	Private Bag X9181	PA: SCM HEAD	Ms Candice Bruce	021 400 4761	(021) 410-3001		Candice.Bruce@capetown.gov.za
	City of Cape Town (High)		12 Hertzog Blvd	Cape Town						
METRO		Α	Cape Town	8000	Director	Mr Basil Chimsany	(021) 400 3190	(021) 400-3124	`063 150 4296	Basil.Chinasamy@capetown.gov.za
	(111811)				Manager: Bid		(,			
			8001		Adjudication & Support Servicest	Ms Gillian Meyer	(021) 400 3007	(021) 400 2118	076 975 8403	Gillian.Meyer@capetown.gov.za
			58 Lang Street	PO Box 242						
DC1	West Coast District	С	Moorreesburg	Moorreesburg	Senior SCM	as Chidau Iaranhua	(022) 422 0425		-1-	t Ct
	(Medium)		7310	7310	Practitioner Head: SCM	Ms Shirley Josephus Mr Maurice Markus	(022) 433 8425	n/a 086 692 6113		sepedro@wcdm.co.za
			37 Church Street	PO Box 98	Head: SCM	Mr Maurice Markus	(022) 433 8427	086 692 6113	083 650 6273	mrmarkus@wcdm.co.za
	Matzikama		Vredendal 8160	Vredendal 8160	SCM Accountant	Ms Heleen Meyer	(027 201 3325	027 213-1052	,003 343 6354	heleen@matzikamamun.co.za
WC011	(Medium)	В	0100	8100	Head of	ivis neleeli ivieyel	(027 201 3325	027 213-1052	063 312 6254	neieen@matzikamamun.co.za
					Expenditure and SCM,	Mr Christo Kotze	(027) 201-3321	(027) 213-3238	n/a  n/a  1083 650 6273  1083 650 6273  1083 650 6273  1083 650 6273  1083 650 6273  1083 650 6273  1083 650 6273  1083 650 6273  1082 888 8200  1072 193 7021  1082 856 8200  1082 856 5528  1082 556 5528  1082 556 5528  1082 556 5528  1082 556 5528  1082 557 7850  1082 547 7850  1082 557 7850  1082 557 7850  1082 557 7850  1082 557 7850  1082 557 7850  1082 557 7850  1082 557 7850	christok@matzikamamun.co.za
			2A Voortrekker Street	Private Bag X2	SCIVI,	IVII CIITISTO KOLZE	(027) 201-3321	(027) 213-3238	II/a	
WCO12	Cederberg (Low)	В	Clanwilliam 8135	Clanwilliam 8135	Chief SCM Clerk	Mr Mervin Koenana	(027) 482-8030	(027) 482 1553	`083 647 1580	mervink@cederbergraad.co.za
			0133	0133	Treasury Mun	Mr Nico Smit	n/a	n/a	`082 889 8200	nicos@cederbergraad.co.za
			Kerk Street	PO Box 60	SCM Accountant	Ms Jennifer Marman	(027) 482-8030	086 694 4128	`072 193 7021	jenniferm@cederbergraad.co.za
	Bergrivier (Medium)	В	Piketberg	Piketberg	Manager SCM &	Marcel Ludwick	(022) 913 6065		`0832723608	LudwickM@bergmun.org.za
WCO13			7320	7320	Expenditure SCM Accountant	Ms. Elorese Scholtz	(022) 913 6062	(022) 913 1406		ScholtzE@Bergmun.org.za
								, , , , , , , , , , , ,		Saundersl@Bergmun.org.za;
			12 Main Street	Private Bag X12	Head: Assets & SCM	Mr Israel Saunders			082 556 5528	
WCO14	Saldanha Bay (High)	В	Vredenburg 7380	Vredenburg 7380						
			7380	7380	Head: SCM	Mr Hermie Meeding	(022) 701-6916	(022) 715-1518	071 863 0535	Hermie.Meeding@sbm.gov.za
			C/O Rainier Street	Private Bag X52						
WCO15	Swartland (Medium)	В	and Church Street Malmesbury 7300	Malmesbury 7300	Demand &	Mall'area da Mat			`002 547 7050	4-14-41 0
					Acquisition Head: SCM	Mr Lijeane de Wet Mr Pieter Swart	(022) 487 9400 (022) 487-9400	n/a (022) 487-9440		deWetL@swartland.org.za> pswart@swartland.org.za
			51 Trappes Street	Po Box 100	neau. Scivi	Wil Pieter Swart	(022) 487-9400	(022) 487-9440	082 834 2401	pswart@swartiand.org.za
DC2	Cape Winelands District (Medium)	С	Worcester 6850	46 Alexander Street 7599	SCM Manager	Ms Ronel Leo	(021) 888-5319	`086 688 4173	`072 661 8385	ronelp@capewinelands.gov.za
	District (Wediani)		PO BOX 91	Stellenbosch	Head: SCM	Mr Kotie Falck	(021) 888 5144	(021) 883 8871		kotie@capewinelands.gov.za
	Witzenberg (Low)	В	50 Voortrekker Street Ceres	PO Box 44 Ceres						
WCO22			6835	6835						
			Bergrivier Boulevard	PO Box 1	Head: SCM	Mr. Michele Frieslaar	(023) 312 - 1495	(023) 312-1934	`072 431 1160	mfrieslaar@witzenberg.gov.za
WCO23	Drakenstein	В	Paarl	Paarl	PA	Ms Dorothea Bailey	(021) 807-6201	086 636 0889		Dorothea@drakenstein.gov.za
	(High)		7646	7622	SCM Specialist Head: SCM	Ms Cindy Hess Mr. Heinrich Vergotine	(021) 807-6248 (021) 807 - 4877	086 481 3175 086 244 6055		cindy.hess@drakenstein.gov.za heinrich.vergotine@drakenstein.gov.za
			Plein Street	PO Box17						
WCO24	Stellenbosch (High)	В	Stellenbosch 7600	Stellenbosch 7599	SCM Senior					Theo.Rhode@stellenbosch.gov.za
			7600	7559	Accountant Head: SCM	Mr Theo Rhode Mr Dalleel Jacobs	(021) 808-8518	(021) 808 - 8688	n/a `0606820429	Dalleel.Jacobs@stellenbosch.gov.za
			C/O Baring and Hoog Streets	Private Bag X3046	riedu: SCIVI	INI Daileel Jacobs		n/a	0000020425	Daniedi.Jacobs @ stelleribosch.gov.za
WCO25	Breede Valley	В	Worcester	Worcester						
	(High)		6850	6849	Head: Procurement	Mr Morne Potgieter	(023) 348 2950	086 758-5476	`0825639083	mpotgieter@bvm.go.za
			28 Main Road	Private Bag X2						
	Langeberg	_	Ashton	Ashton						
WCO26	(Medium)		6715	6715	PA Senior SCM	Ms Jo'selina Buis	(023) 615 8029	(023) 615 1563	n/a	JBuis@langeberg.gov.za
			261611	Delivers De 1900	Practitioner	Mr Sabelo Ngcongolo	(023) 615 8048	n/a	073 777 3156	sngcongolo@langeberg.gov.za
DC3	Overberg District		26 Lang Street Bredasdorp	Private Bag X22 Bredasdorp						

			7280	7280	Acting Head: SCM		(028) 425 1258/028 050			
						Ms Daniele Kapot-Witbooi	0961	`086 660-8897	`071 177-6860	dkapot@odm.org.za
			6 Plein Street	PO Box 24						
wcoa	Theewaterskloof	В	Caledon 7230	Caledon 7230						
wcos	(Medium)									
					Head: SCM	Mr Ashley Hendricks	(028) 214-3391	(028) 212-1229	`083 790 4641	AshleyHe@twk.org.za
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	Overstrand	_	Magnolia Avenue Hermanus	PO Box 20 Hermanus						
WCO 32	(High)	В	7200	7200						
	-				Deputy CFO	Mr Clint Le Roux	(028) 313-8080	(028) 313-8030	n/a	cleroux@overstrand.gov.za
			1 Dirkie Uys Street	PO Box 51						
WCO33	Cape Agulhas (Low)	В	Bredasdorp	Bredasdorp						
			7280	7280	SCM Practitioner	Mr Isaac January	(028) 425 5500	`086 696 4701	n/a	sakkie@capeagulhas.gov.za
			40.1/	Delivers Delevas	Head: SCM	Mr Roberto Sefoor	(028) 425 5500	(028) 425 1019	076 203-6900	RobertoS@capeagulhas.gov.za
	Swellendam (Low)	В	49 Voortrekker Street Swellendam	Private Bag X11 Swellendam 6740						
WCO34			6740							
			0740		Head: SCM	Mr. Brandon Beyers	(028) 514 8500	n/a	072 642-3327	brandon@swellenmun.co.za
			54 York Street	PO Box 12			(525) 52 1 55 55	.,,=	VI = VI = VV =	
	Eden District		George	George						
DC4	(Medium)	С	6530	6530	SCM Accountant	Ms Deidre Raubenheimer	(044) 874 0175	(044) 874-0175	n/a	deidre@edendm.co.za
	(iviedium)				Deputy Director					
					Finance	Mr Tebello M Mpuru	(044) 803-1391	`086 555 1247	082 887-1027	tebello@edendm.co.za
			32 Church Street	PO Box 30						
WCO41	Kannaland	В	Ladismith	Ladismith						
	(Medium)		6655	6655			(		``	
			Van den Berg Street	PO Box 29	Acting Head: SCM	Mr Eben van Rooi	(028) 551 8030/1024	086 574 1504	`083 393 5466	eben@kannaland.gov.za
	Hessegua		Riversdal	Riversdal	Acting Head: SCM	Mr. Nico le Grange				'Nico La Grange' (nico@hessegua.gov.
WCO42	(Medium)	В	6670	6670	Acting Head: SCM	Mr 'Hendrik Pienaar	(028)713-7951			hnionaar@hassagua.gov.
			0070	0070		Ms Allison Du Plessis	(028) 713-8086			allison@hessequa.gov.za
			101 Mars Street	Private Bag X29			(525) 125 5555			
WCO 43	Mossel Bay	В	Mossel Bay	Mossel Bay						
WCO 43	(High)	В	6500	6500						
					Head: SCM	Mr Duane Scholtz	(044) 606-5196	(044) 690-5253	`073 364-5058	dscholtz@mosselbay.gov.za
			York Street	PO Box 19						
	George	_	George	George						
WCO44	(High)	В	6530	6530	PA for Finance Dept	Ms Allodene Jonese	044-801-9031	n/a	n/a	
					Head: SCM		(2.11) 221 212		0711037982	allodene@george.org.za mgericke@george.gov.za
			Voortrekker Road	PO Box 255	Head: SCIVI	Mr Boet Gericke	(044) 801 9137	n/a	0/1103/982	mgericke@george.gov.za
	Oudtshoorn (Medium)	В	Oudtshoorn 6620	Oudtshoorn						
WCO45				6625	SCM Official	Ms Colleen du Plessis	(044) 203 3003	n/a	n/a	cduplessis@oudtmun.gov.za
					Head: SCM	Mr Jean - Paul Ladouce	(044) 203 3930	(044) 203-3070	083 736-0443	ladouce@oudtmun.co.za
			Sewel Street	Private Bag X 1002			. ,			
WCO47	Bitou (Medium)	В	Plettenberg Bay 6600	Plettenberg Bay 6600	SCM Practitioner	Mr Larry Damonds	(044) 501 3223	086 248 0290		ldamonds@plett.gov.za
WCO47					SCM Practitioner	Mr Carlos Koeberg	(044) 501 3220	n/a	n/a	ckoeberg@plett.gov.za
					Head: SCM	Mr Pedro Peters	(044) 501 3262	(044) 533-1226	`083 470 0031	ppeters@plett.gov.za
			Clyde Street	PO Box 21						
	Knysna		Knysna	Knysna						
WCO48	(Medium)	В	6570	6570	Manager: SCM &		/	/ava		
					Procurement	Ms. Fredri Kruger	(044) 302 - 6380	(0)86 543 8357	`083 571-1014	fkruger@knysna.gov.za
			63 Donkin Street	Private Bag X560						
	Central Karoo District		Beaufort West	Beaufort West						
DC5	(Medium)	С	6970	6970	Deputy CFO	Mr Recardo de Bruyn	(023) 449-1050	(023) 415-1253	`078 161 5842	recardo@skdm.co.za
	,,					Ms Alicia Lenders	(023) 449-1037	(023) 415-1253	`071 062 5823	alenders@skdm.co.za
			Van Riebeeck Street	Private Bag X4	_					
WCO51	Laingsburg	В	Laingsburg	Laingsburg	SCM Official	Ms Odette Noble	(023)551-1019	`023 551-1019	n/a	onoble@laingsburg.gov.za
WCOJI	(Medium)	D	6900	6900	Head: SCM	Mr. Keith Gertse	(023)551-1019	`023 551-1019	`083 278 8894	kjgertse@laingsburg.gov.za
			23 Church Street	Private Bag X53						
WCO52	Prince Albert	В	Prince Albert	Prince Albert	Acting SCM Head	Ms Christa Baadities	(023) 541-1036	(023) 541-1035	`073 204 7464	cgb@pamun.gov.za
	(Medium)		6930	6930	SCM Official	Mr Donovan Plaatjies	(023) 541-1014	n/a	n/a	donovan@pamun.gov.za
			15 Church Street	Private Bag 582						
				Beaufort West						
WCO53	Beaufort West	В		6970						
.,	(Medium)		03.0	03.0	Head: SCM	Ms Senel Pothberg	(023) 414-8187/8100	(023) 414-8105	073 219 -1581	senel@beaufortwestmun.co.za
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