

Reference number: RCS/C.6

Private Bag X9165
CAPE TOWN
8000

TREASURY CIRCULAR NO. 20/2020

THE PREMIER

THE MINISTER OF AGRICULTURE

THE MINISTER OF COMMUNITY SAFETY

THE MINISTER OF CULTURAL AFFAIRS AND SPORT

THE MINISTER OF EDUCATION

THE MINISTER OF FINANCE AND ECONOMIC OPPORTUNITIES

THE MINISTER OF HEALTH

THE MINISTER OF HUMAN SETTLEMENTS

THE MINISTER OF LOCAL GOVERNMENT, ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING

THE MINISTER OF SOCIAL DEVELOPMENT

THE MINISTER OF TRANSPORT AND PUBLIC WORKS

THE SPEAKER: PROVINCIAL PARLIAMENT

THE DEPUTY SPEAKER: PROVINCIAL PARLIAMENT

THE EXECUTIVE AUTHORITY: WESTERN CAPE GAMBLING AND RACING BOARD (MINISTER D MAYNIER)

THE EXECUTIVE AUTHORITY: WESTERN CAPE NATURE CONSERVATION BOARD (MINISTER A BREDELL)

THE EXECUTIVE AUTHORITY: WESTERN CAPE INVESTMENTS AND TRADE PROMOTION AGENCY (MINISTER D MAYNIER)

THE EXECUTIVE AUTHORITY: SALDANHA BAY IDZ LICENCING COMPANY (MINISTER D MAYNIER)

THE EXECUTIVE AUTHORITY: WESTERN CAPE CULTURAL COMMISSION (MINISTER A MARAIS)

THE EXECUTIVE AUTHORITY: WESTERN CAPE LANGUAGE COMMITTEE (MINISTER A MARAIS)

THE EXECUTIVE AUTHORITY: WESTERN CAPE HERITAGE (MINISTER A MARAIS)

THE EXECUTIVE AUTHORITY: CASIDRA (MINISTER IH MEYER)

THE EXECUTIVE AUTHORITY: WESTERN CAPE LIQUOR AUTHORITY (MINISTER A FRITZ)

THE ACCOUNTING OFFICER: VOTE 1: PREMIER (DR H MALILA)

THE ACCOUNTING OFFICER: VOTE 2: PROVINCIAL PARLIAMENT (MR R ADAMS)

THE ACCOUNTING OFFICER: VOTE 3: PROVINCIAL TREASURY (MR D SAVAGE)

THE ACCOUNTING OFFICER: VOTE 4: COMMUNITY SAFETY (MR G MORRIS)

THE ACCOUNTING OFFICER: VOTE 5: EDUCATION (MR BK SCHREUDER)

THE ACCOUNTING OFFICER: VOTE 6: HEALTH (DR K CLOETE)

THE ACCOUNTING OFFICER: VOTE 7: SOCIAL DEVELOPMENT (DR R MACDONALD)

THE ACCOUNTING OFFICER: VOTE 8: HUMAN SETTLEMENTS (MS J SAMSON)

THE ACCOUNTING OFFICER: VOTE 9: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING (MR P VAN ZYL)

THE ACCOUNTING OFFICER: VOTE 10: TRANSPORT AND PUBLIC WORKS (MS J GOOCH)

THE ACCOUNTING OFFICER: VOTE 11: AGRICULTURE (DR M SEBOPETSA)

THE ACCOUNTING OFFICER: VOTE 12: ECONOMIC DEVELOPMENT AND TOURISM (MR S FOURIE)

THE ACCOUNTING OFFICER: VOTE 13: CULTURAL AFFAIRS AND SPORT (MR B WALTERS)

THE ACCOUNTING OFFICER: VOTE 14: LOCAL GOVERNMENT (MR G PAULSE)

THE CHIEF FINANCIAL OFFICER: VOTE 1: PREMIER (MR D BASSON)

THE CHIEF FINANCIAL OFFICER: VOTE 2: PROVINCIAL PARLIAMENT (MS N PETERSEN)

THE CHIEF FINANCIAL OFFICER: VOTE 3: PROVINCIAL TREASURY (MS A SMIT)

THE CHIEF FINANCIAL OFFICER: VOTE 4: COMMUNITY SAFETY (MR M FRIZLAR)

THE CHIEF FINANCIAL OFFICER: VOTE 5: EDUCATION (MR L ELY)

THE CHIEF FINANCIAL OFFICER: VOTE 6: HEALTH (MR S KAYE)

THE CHIEF FINANCIAL OFFICER: VOTE 7: SOCIAL DEVELOPMENT (MR JO SMITH)

THE CHIEF FINANCIAL OFFICER: VOTE 8: HUMAN SETTLEMENTS (MR F DE WET)

THE CHIEF FINANCIAL OFFICER: VOTE 9: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING (MS O SAMUELS)

THE CHIEF FINANCIAL OFFICER: VOTE 10: TRANSPORT AND PUBLIC WORKS (ADV. C SMITH)

THE CHIEF FINANCIAL OFFICER: VOTE 11: AGRICULTURE (MR F HUYSAMER)

THE CHIEF FINANCIAL OFFICER: VOTE 12: ECONOMIC DEVELOPMENT AND TOURISM (MS M ABRAHAMS)

THE CHIEF FINANCIAL OFFICER: VOTE 13: CULTURAL AFFAIRS AND SPORT (MS BG RUTGERS)

THE CHIEF FINANCIAL OFFICER: VOTE 14: LOCAL GOVERNMENT (MS B SEWLALL-SINGH)

For information

THE ACCOUNTING AUTHORITY: WESTERN CAPE GAMBLING AND RACING BOARD (MR D LAKAY)
 THE ACCOUNTING AUTHORITY: WESTERN CAPE NATURE CONSERVATION BOARD (PROF. G MANEVELDT)
 THE ACCOUNTING AUTHORITY: WESTERN CAPE INVESTMENTS AND TRADE PROMOTION AGENCY (MR B FIGAJI)
 THE ACCOUNTING AUTHORITY: SALDANHA BAY IDZ LICENCING COMPANY (DR J STEGMANN)
 THE ACCOUNTING AUTHORITY: WESTERN CAPE CULTURAL COMMISSION (MS J MOLELEKI)
 THE ACCOUNTING AUTHORITY: WESTERN CAPE LANGUAGE COMMITTEE (MS J MOLELEKI)
 THE ACCOUNTING AUTHORITY: WESTERN CAPE HERITAGE (MR M DLAMUKA)
 THE ACCOUNTING AUTHORITY: CASIDRA (MR A MOOS)
 THE ACCOUNTING AUTHORITY: WESTERN CAPE LIQUOR AUTHORITY (ADV. T SIDAKI)
 THE CHIEF EXECUTIVE OFFICER: WESTERN CAPE GAMBLING AND RACING BOARD (MR P ABRAHAMS)
 THE CHIEF EXECUTIVE OFFICER: WESTERN CAPE NATURE CONSERVATION BOARD (DR R OMAR)
 THE CHIEF EXECUTIVE OFFICER: WESTERN CAPE INVESTMENTS AND TRADE PROMOTION AGENCY (MR T HARRIS)
 THE CHIEF EXECUTIVE OFFICER: SALDANHA BAY IDZ LICENCING COMPANY (MS K BEUKES)
 THE CHIEF EXECUTIVE OFFICER: CASIDRA (MR A SEYMOUR)
 THE CHIEF EXECUTIVE OFFICER: WESTERN CAPE LIQUOR AUTHORITY (ADV L PETERSEN) (ACTING)
 THE CHIEF FINANCIAL OFFICER: WESTERN CAPE GAMBLING AND RACING BOARD (MS Z SIWA)
 THE CHIEF FINANCIAL OFFICER: WESTERN CAPE NATURE CONSERVATION BOARD (MR M BHAYAT)
 THE CHIEF FINANCIAL OFFICER: WESTERN CAPE INVESTMENTS AND TRADE PROMOTION AGENCY (MS K ZAMA)
 THE CHIEF FINANCIAL OFFICER: SALDANHA BAY IDZ LICENCING COMPANY (MR H BONESCHANS)
 THE CHIEF FINANCIAL OFFICER: WESTERN CAPE CULTURAL COMMISSION (MS B RUTGERS)
 THE CHIEF FINANCIAL OFFICER: WESTERN CAPE LANGUAGE COMMITTEE (MS B RUTGERS)
 THE CHIEF FINANCIAL OFFICER: WESTERN CAPE HERITAGE (MS B RUTGERS)
 THE CHIEF FINANCIAL OFFICER: CASIDRA (MR F VAN ZYL)
 THE CHIEF FINANCIAL OFFICER: WESTERN CAPE LIQUOR AUTHORITY (MR S GCWABE)
 THE DIRECTOR: GOVERNMENT MOTOR TRANSPORT (MR R WIGGILL)
 THE HEAD OF SCM: VOTE 1: PREMIER (MR R HASSIEM) (ACTING)
 THE HEAD OF SCM: VOTE 3: PROVINCIAL TREASURY (MS T NDLAZI) (ACTING)
 THE HEAD OF SCM: VOTE 4: COMMUNITY SAFETY (MR R LAWRENCE)
 THE HEAD OF SCM: VOTE 5: EDUCATION (MRS R DE BRUYN)
 THE HEAD OF SCM: VOTE 6: HEALTH (MS E ISAACS)
 THE HEAD OF SCM: VOTE 7: SOCIAL DEVELOPMENT (MS P MABHOKWANA)
 THE HEAD OF SCM: VOTE 8: HUMAN SETTLEMENTS (MS L NEL)
 THE HEAD OF SCM: VOTE 9: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING (MR N RHAPALE) (ACTING)
 THE HEAD OF SCM: VOTE 10: TRANSPORT AND PUBLIC WORKS (MR J VAN RENSBURG)
 THE HEAD OF SCM: VOTE 11: AGRICULTURE (MR C STARLING)
 THE HEAD OF SCM: VOTE 12: ECONOMIC DEVELOPMENT AND TOURISM (MR M HARTMAN)
 THE HEAD OF SCM: VOTE 13: CULTURAL AFFAIRS AND SPORT (MS L SAWALL)
 THE HEAD OF SCM: VOTE 14: LOCAL GOVERNMENT (MR A SEALE)
 THE HEAD OFFICIAL: PROVINCIAL TREASURY (MR D SAVAGE)
 THE DEPUTY DIRECTOR-GENERAL: FISCAL AND ECONOMIC SERVICES (MR AA PHILLIPS) (ACTING)
 THE DEPUTY DIRECTOR-GENERAL: GOVERNANCE AND ASSET MANAGEMENT (MS J GANTANA)
 THE CHIEF DIRECTOR: PUBLIC POLICY SERVICES (MR M BOOYSEN) (ACTING)
 THE CHIEF DIRECTOR: PROVINCIAL GOVERNMENT PUBLIC FINANCE (MS A PICK) (ACTING)
 THE CHIEF DIRECTOR: LOCAL GOVERNMENT PUBLIC FINANCE (VACANT)
 THE CHIEF DIRECTOR: ASSET MANAGEMENT (MS N EBRAHIM) (ACTING)
 THE CHIEF DIRECTOR: FINANCIAL GOVERNANCE AND ACCOUNTING (MR A HARDIEN)
 THE CHIEF FINANCIAL OFFICER (MS A SMIT)
 THE HEAD: OFFICE OF THE FINANCE MINISTRY (MS C GREEN)
 THE DIRECTOR: BUSINESS INFORMATION AND DATA MANAGEMENT (MR P PIENAAR)
 THE DIRECTOR: FINANCIAL GOVERNANCE (MS M VAN NIEKERK)
 THE DIRECTOR: FISCAL POLICY (DR N NLEYA)
 THE DIRECTOR: INFRASTRUCTURE (MR K LANGENHOVEN)
 THE DIRECTOR: LOCAL GOVERNMENT ACCOUNTING (VACANT)
 THE DIRECTOR: LOCAL GOVERNMENT BUDGET OFFICE (MR D CRONJE) (ACTING)
 THE DIRECTOR: LOCAL GOVERNMENT REVENUE AND EXPENDITURE (GROUP ONE) (MR C MAPEYI)
 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 (VACANT)
 THE DIRECTOR: PROVINCIAL GOVERNMENT BUDGET OFFICE (MS T VAN DE RHEEDE) (ACTING)
 THE DIRECTOR: PROVINCIAL GOVERNMENT FINANCE (EXPENDITURE MANAGEMENT) (MS A PICK) (PRO TEM)
 THE DIRECTOR: PROVINCIAL GOVERNMENT SUPPLY CHAIN MANAGEMENT (MS T RAKIEP) (ACTING)
 THE DIRECTOR: STRATEGIC AND OPERATIONAL MANAGEMENT SUPPORT (MS N ISMAIL)
 THE DIRECTOR: SUPPORTING AND INTERLINKED FINANCIAL SYSTEMS (MR A MAZOMBA)
 THE PROVINCIAL AUDITOR
 MASTER RECORDS OFFICIAL: BUSINESS INFORMATION AND DATA MANAGEMENT
 THE DEPUTY DIRECTOR-GENERAL: CORPORATE ASSURANCE, DEPARTMENT OF THE PREMIER (MS H ROBSON)

FORMAL LETTER: EXTENSION OF CONTRACTS 2005/2015 FOR THE PROVISION OF PERSONAL COMPUTERS, MOBILE DEVICES AND SERVICES; AND 2007/2015 FOR THE PROVISION OF COMPUTER PERIPHERALS MOBILE DEVICES, CONSUMABLES AND SERVICES TO GOVERNMENT DATED 31 JANUARY 2020; AND

FORMAL LETTER: RE-APPOINTMENT OF SERVICE PROVIDERS PREVIOUSLY ACCREDITED UNDER CONTRACTS 2005/2015 FOR THE PROVISION OF PERSONAL COMPUTERS, MOBILE DEVICES AND SERVICES; AND 2007/2015 FOR THE PROVISION OF COMPUTER PERIPHERALS, MOBILE DEVICES, CONSUMABLES AND SERVICES TO GOVERNMENT DATED 17 FEBRUARY 2020

1. PURPOSE

- 1.1 The purpose of this communique is to disseminate and provide clarity on the formal letters received from the State Information Technology Agency (SITA) dated 31 January 2020 (attached hereto marked **Annexure A**) and 17 February 2020 (attached hereto marked **Annexure B**) in respect of the extension of the abovementioned SITA contracts.

2. BACKGROUND

- 2.1 Contract 2005/2015 and contract 2007/2015 came to an end on 31 October 2019. The letter dated 17 February 2020 speaks to the re-appointment of service providers which is available on SITA's website and appears to replace the extension letter dated 31 January 2020.
- 2.2 SITA initially communicated via letter dated 31 January 2020 that approval is granted to utilise service providers that are currently accredited under contracts 2004/2015 and 2005/2015 for the provision of personal computers, mobile devices and services; 2006/2015 and 2007/2015 for the provision of computer peripherals, consumables and services to government.
- 2.3 The Provincial Treasury (PT) raised concerns and questions of clarity in respect of the January letter on the extension of contracts as noted below:
- a. whether said contracts were extended before the expiry of the contracts on 31 October 2019;
 - b. for SITA to note that if a contract is not extended before its expiry date that the contract is no longer valid and institutions will be at risk as all procurement in terms of the contracts will not be procured from a valid contract and may be deemed irregular; and
 - c. whether there is an arrangement with NT and the Auditor General (AG) regarding this as the irregular expenditure will be significant if raised by AG.
- 2.4 SITA responded to the PT by indicating that:
- a. the request for extension of the contract was initiated well before the expiry date of the contracts, however it takes very high-level intervention for the matter to be addressed with the relevant authority;
 - b. the replacement contracts are not yet ready, hence the reason for the extension request which unfortunately was only realised recently;
 - c. the "re-appointment" of service providers refers to the transitional arrangement on a month to month basis with existing suppliers and the contracts were re-instated as from 1 February 2020; and
 - d. SITA obtained approval from the NT to deviate from the normal procurement procedures.

- 2.5 SITA subsequently issued the February letter and replaced the "extension of contracts" with the "re-appointment of service providers" previously accredited under contracts 2005/2015 and 2007/2015.

3. WAY FORWARD

- 3.1 SITA is mandated to provide Information Technology (IT), information systems and related services to, or on behalf of, participating departments and regarding these services, act as an agent of the South African Government.
- 3.2 Therefore, it is requested that institutions comply with the letter dated 17 February 2020 which states that institutions must note the transitional arrangement on a month to month bases for a maximum period of twelve months which started on 1 February 2020. The NT further granted the approval for deviation as mentioned above in paragraph 2.5 above.

4. REQUEST

- 4.1 Accounting officers/accounting authorities are requested to:
- a. Ensure that the content of the circular is brought to the attention of all relevant officials within their institution and public entities reporting to their executive authorities;
 - b. Any enquiries relating to this circular may be directed to:

SCM Helpdesk: SupplyChainManagement.HDPFMA@westerncape.gov.za



MS TASNEEM RAKIEP

ACTING DIRECTOR: PROVINCIAL GOVERNMENT SUPPLY CHAIN MANAGEMENT

DATE: 21 April 2020

RESTRICTED



SITA SOC Ltd, 459 Tsitsa Street, Erasmuskloof, Pretoria, South Africa • PO Box 26100, Monument Park, 0105, South Africa
Tel: +27 12 482 3000 • Fax +27 12 367 5151 • Reg. No 1999/001899/30 • www.sita.co.za

Our Ref: Contracts 2005 and 2007
Enquiries: Kenneth Pillay
Tel: 012 482 2732
Date: 31 January 2020

ATTENTION: ACCOUNTING OFFICERS OF DEPARTMENTS
ACCOUNTING AUTHORITIES OF PUBLIC ENTITIES
CHIEF FINANCIAL OFFICERS OF DEPARTMENTS AND PUBLIC ENTITIES
GOVERNMENT INFORMATION TECHNOLOGY OFFICERS
HEADS OF SUPPLY CHAIN OF DEPARTMENTS AND PUBLIC ENTITIES

EXTENSION OF CONTRACTS 2005/2015 FOR THE PROVISION OF PERSONAL COMPUTERS, MOBILE DEVICES AND SERVICES; AND 2007/2015 FOR THE PROVISION OF COMPUTER PERIPHERALS, MOBILE DEVICES, CONSUMABLES AND SERVICES TO GOVERNMENT

The State Information Technology Agency hereby notifies the Accounting Officers and Authorities of Departments and Constitutional Institutions that approval is granted to utilise Service Providers that are currently accredited under Contracts 2004/2015 and 2005/2015 for the provision of Personal Computers, Mobile Devices and Services; 2006/2015 and 2007/2015 for the provision of Computer Peripherals, Consumables and Services to Government.

Please note that this is a transitional arrangement on a month to month basis for a maximum period of twelve (12) months starting as from 01 February 2020. SITA is busy with a refresh of these contracts and when arrangements are finalised for the longer term, these will be communicated in due course.

Trusting that you find this in order and we sincerely apologise for the inconvenience caused.

Yours faithfully

A handwritten signature in black ink, appearing to read "L. Keyise", written over a horizontal line.

Mr Luvuyo Keyise

Executive Caretaker and Accounting Authority

A handwritten date "31/01/2020" in black ink.

Date

Mr L Keyise: Executive Caretaker and Accounting Authority
Ms MP Mohlabi: Company Secretary

RESTRICTED

RESTRICTED



SITA SOC Ltd, 459 Tsitsa Street, Erasmuskloof, Pretoria, South Africa • PO Box 26100, Monument Park, 0105, South Africa
Tel: +27 12 482 3000 • Fax +27 12 367 5151 • Reg. No 1999/001899/30 • www.sita.co.za

Our Ref: Contracts 2005 and 2007
Enquiries: Kenneth Pillay
Tel: 012 482 2732
Date: 17 February 2020

ATTENTION: ACCOUNTING OFFICERS OF DEPARTMENTS
ACCOUNTING AUTHORITIES OF PUBLIC ENTITIES
CHIEF FINANCIAL OFFICERS OF DEPARTMENTS AND PUBLIC ENTITIES
GOVERNMENT INFORMATION TECHNOLOGY OFFICERS
HEADS OF SUPPLY CHAIN OF DEPARTMENTS AND PUBLIC ENTITIES

RE-APPOINTMENT OF SERVICE PROVIDERS PREVIOUSLY ACCREDITED UNDER CONTRACTS 2005/2015 FOR THE PROVISION OF PERSONAL COMPUTERS, MOBILE DEVICE AND SERVICES; AND 2007/2015 FOR THE PROVISION OF COMPUTER PERIPHERALS, MOBILE DEVICES, CONSUMABLES AND SERVICES TO GOVERNMENT

The State Information Technology Agency hereby notifies the Accounting Officers and Authorities of Departments and Constitutional Institutions that approval is granted to utilise Service Providers that were previously accredited under Contracts 2005/2015 for the provision of Personal Computers, Mobile Devices and Services; 2007/2015 for the provision of Computer Peripherals, Consumables and Services to Government.

Please note that this is a transitional arrangement on a month to month basis for a maximum period of twelve (12) months starting as from 01 February 2020. SITA is busy with a refresh of these contracts and when arrangements are finalised for the longer term, these will be communicated in due course.

Trusting that you find this in order and we sincerely apologise for the inconvenience caused.

Yours faithfully

A handwritten signature in dark ink, appearing to read "L. Keyise", is written over a horizontal line.

Mr Luvuyo Keyise

Executive Caretaker and Accounting Authority

Mr L Keyise: Executive Caretaker and Accounting Authority
Ms MP Mohlabi: Company Secretary

RESTRICTED