

**Name of the researcher**...Henry Paul Gichana...

**Name of the municipality**.....Mangaung Metro.....

**Province**.....Free State....

**National Treasury classification**.....A.....

**Population size**..... 861,651 (2020)... ..

**Budget**..... R 8,039 billion .....

**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:** <http://www.mangaung.co.za/category/tenders-bids/>

**Comments:** The Website has a section dedicated to Supply Chain Management (SCM) under which there are various pages with procurement information including pages on “BIDS Opening Registers”, “Awarded BIDS/Tenders/Quotations”, “Weekly Quotations” and “Tenders/Bids”.

**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:** <http://www.mangaung.co.za/category/tenders-bids/>

**Comments:** The metro has published various lists of available bids for several months over the period of the survey. However, there are no tender notices for the months of December (2019) and January, April, May & August of 2020.

**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**

**Source:** <http://www.mangaung.co.za/category/tenders-bids/>;  
<http://www.mangaung.co.za/2020/07/03/list-of-available-bids-147/>

**Comments:** What is availed on the website is a list of available bids/tenders. Although the descriptions for some tenders come with some detail, no tender document or bid specifications are provided. Access to tender documents is conditional on the payment on the payment of specified fees. This information is also not available on the eTender Portal.

The screenshot shows the website interface for Mangaung Metropolitan Municipality. At the top, there is a navigation bar with links for 'APP: CHECK ACCOUNT BALANCES', 'METRO', 'NOTICES', 'SCM', 'CONTACT US', 'CATEGORIES', and 'NEWS'. Below this is a search bar. The main content area features a 'Tenders / BIDS' section with the heading 'List of Available BIDS: 147' and a sub-heading '03/07/2020 Communications'. A link is provided to download a PDF for the list of available bids for 3 July 2020. Below this is a table with the following data:

BID NUMBER	DESCRIPTION	CLOSING DATE AND TIME
MMM/BID 489(A): 2020/2021	SUPPLY, DELIVERY, INSTALLATION AND MAINTENANCE OF TRACKING DEVICES	Date: 06 August 2020, Time: 11:30
MMM/BID 566: 2020/2021	APPOINTMENT OF CONTRACTORS FOR REPLACEMENT OF WATER METERS AND METERING OF UNMETERED SITES AS AND WHEN REQUIRED FOR A PERIOD OF TWO YEARS IN ALL AREAS OF MANGAUNG METRO MUNICIPALITY	Date: 11 August 2020, Time: 11:30
MMM/BID 569: 2020/2021	DELIVERY AND CONSTRUCTION OF ALTERNATIVE SANITATION TECHNOLOGY FOR UPGRADING OF INFORMAL SETTLEMENTS AND BUCKET ERADICATION FOR TWO (02) YEARS AS AND WHEN REQUIRED	Date: 12 August 2020, Time: 11:30
MMM/BID 570: 2020/2021	APPOINTMENT OF A SERVICE PROVIDER (AVIATION MANAGEMENT COMPANY) TO MANAGE THE TEMPE AIRPORT ON BEHALF OF THE MANGAUNG METRO MUNICIPALITY	Date: 12 August 2020, Time: 11:30

Below the table, there are navigation links: '← Council Meeting: 30 June 2020' and 'Final Approved IDP 2020/2021 →'. To the right of the table, there is a vertical banner for 'INVITATION FOR AN EXPRESSION OF INTEREST' for 'MANGAUNG METROPOLITAN MUNICIPALITY 5TH UTILITY'. Below this is another banner titled 'AT THE HEART OF AT ALL' for 'ESSENTIAL MUNICIPAL SERVICES DURING COVID-19 LOCKDOWN'. This banner includes a list of essential services such as Health workers, Social services, Roads and storm water, Environmental Health, Emergency Health, Security Services, Hygiene Services, Safety and loss control, Food Distribution, HR Benefits, and Other services. It also provides contact information for COVID-19 hotlines and a hashtag #StayAtHome.

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)?
- Yes, the municipality publishes information about who wins tenders within five working days.
  - 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.
  - No, the municipality does not publish information about who wins tenders.

**Answer: b**

**Source:** <http://www.mangaung.co.za/category/awarded-bids-tenders-quotations/>;  
<http://www.mangaung.co.za/2020/06/22/awarded-formal-bids-tenders-quotations-43/>

**Comments:** The information is published. However, although the dates of publication and the dates of award, for some tenders, appear to indicate compliance with the five-day period, this is not consistent for most of the other tenders.

**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:** <http://www.mangaung.co.za/category/tenders-bids/>

**Comments:** This information is not available either on the website or the portal (see question 3 above).

**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:** b

**Source:** <http://www.mangaung.co.za/2020/06/22/awarded-formal-bids-tenders-quotations-43/>; <http://www.mangaung.co.za/wp-content/uploads/2020/02/10-Feb-2020-Awarded-Formal-BIDS-above-200-January-2020.pdf>; <http://www.mangaung.co.za/wp-content/uploads/2020/06/6-July-2020-Awarded-Formal-BIDS-above-200-July-2020.pdf>

**Comments:** The price is published alongside the information on the winners of the tender for most of the tenders. However, some indicate “Rates Gazetted with the available budget from Public Transport Network Grants” or make reference to external sources instead.

**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:** <http://www.mangaung.co.za/category/awarded-bids-tenders-quotations/>

**Comments:** No information can be found on the website regarding the implementation of the awarded tenders.

**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:** b

**Source:** <http://www.mangaung.co.za/2020/06/22/awarded-formal-bids-tenders-quotations-43/>; <https://etenders.treasury.gov.za/content/procurement-meter-reading-and-meter-audit-service-mangaung-metro-municipality-sa-and-when>;  
<http://www.mangaung.co.za/wp-content/uploads/2020/06/22-June-2020-Awarded-Formal-BIDS-above-200-June-2020.pdf>;

**Comments:** The website has more information on the tender notices and tenders awarded over the survey period compared to the eTender Portal which, for instance, has tender notices covering only those published for the month of October 2020. Also, where the same awarded tender is published on both sites, the portal lacks some information such as the price of the contract.

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Category	Tender Description	Tender No.	Date published	Closing date & time	Compulsory briefing session
Other service activities	INSPECTING, TESTING AND CERTIFICATION OF LIFTING EQUIPMENT FOR A PERIOD OF THREE YEARS	MMM/BID 587: 2020/2021	09/10/2020	25/11/2020 - 11:30am	
Other service activities	APPOINTMENT OF A PANEL OF CONTRACTORS FOR THE SUPPLY, DELIVERY AND INSTALLATION OF DIFFERENT TYPES OF FENCING ON AS AND WHEN BASIS TO MUNICIPAL FACILITIES FOR A PERIOD OF THREE YEARS	MMM/BID 586: 2020/2021	09/10/2020	25/11/2020 - 11:30am	
Other service activities	SUPPLY AND DELIVERY OF STATIONERY FOR A PERIOD OF THREE YEARS	MMM/BID 585: 2020/2021	09/10/2020	24/11/2020 - 11:30am	
Other service activities	SUPPLY AND DELIVERY OF MAINTENANCE EQUIPMENT FOR A PERIOD OF THREE YEARS	MMM/BID 584: 2020/2021	09/10/2020	19/11/2020 - 11:30am	
Other service activities	PROVISION OF TOWING SERVICES FOR LIGHT, MEDIUM AND HEAVY VEHICLES AS WELL AS TRANSPORTATION OF EARTHMOVING EQUIPMENT FOR A PERIOD OF TWO YEARS	MMM/BID 583: 2020/2021	09/10/2020	19/11/2020 - 11:30am	
Other service activities	APPOINTMENT OF THE LAND SURVEYING SERVICES WITHIN MANGAUNG METRO MUNICIPALITY FOR A PERIOD OF THREE YEARS	MMM/BID 582: 2020/2021	09/10/2020	18/11/2020 - 11:30am	
Other service activities	SUPPLY AND DELIVERY OF LIBRARY MATERIAL	MMM/BID 581: 2020/2021	09/10/2020	18/11/2020 - 11:30am	
Other service activities	SUPPLY AND DELIVERY OF VARIOUS GAS, ELECTRODES, SERVICE EXCHANGE EQUIPMENT AND ITEMS NOT SPECIFIED FOR MANGAUNG METRO MUNICIPALITY FOR A PERIOD OF TWO YEARS	MMM/BID 580: 2020/2021	09/10/2020	17/11/2020 - 11:30am	
Other service activities	REQUEST FOR PROPOSAL TO PROVIDE SERVICES FOR INNOVATIVE WASTE MANAGEMENT SOLUTIONS ACCORDING TO THE WASTE ACT (59 OF 2008) INCLUDING THE DEVELOPMENT AND EXECUTION OF STRATEGIC OPERATIONAL AND IMPLEMENTATION PLANS	MMM/BID 579: 2020/2021	09/10/2020	17/11/2020 - 11:30am	
Other service activities	SUPPLY AND DELIVERY OF ALL RELATED CONSTRUCTION/ BUILDING PRODUCTS OR SUBSTANCES-PROTECTION, SEALANTS, COATINGS AND DECORATIVE FOR A PERIOD OF THREE (03)	MMM/BID 578: 2020/2021	02/10/2020	06/11/2020 - 11:30am	
Other service activities	SUPPLY AND DELIVERY OF TOILET PAPER FOR A PERIOD OF THREE YEARS (03)	MMM/BID 577: 2020/2021	02/10/2020	06/11/2020 - 11:30am	
Other service activities	SUPPLY AND DELIVERY OF PHOTOCOPYING PAPER IN ALL COLOURS FOR A PERIOD OF THREE YEARS (03)	MMM/BID 576: 2020/2021	02/10/2020	06/11/2020 - 11:30am	
Other service activities	SUPPLY AND DELIVERY OF REFUSE PLASTIC BAGS FOR A PERIOD OF THREE YEARS (03)	MMM/BID 575: 2020/2021	02/10/2020	05/11/2020 - 11:30am	
Other service activities	HIRING OF VEHICLES AND EQUIPMENT ON AS AND WHEN REQUIRED	MMM/BID 574: 2020/2021	02/10/2020	05/11/2020 - 11:30am	
Other service activities	PURCHASING OF ELECTRONIC LAW ENFORCEMENT SYSTEMS AND TECHNOLOGY (RED-LIGHT, SPEED, ANPR) FOR A PERIOD OF TWO YEARS (02)	MMM/BID 573: 2020/2021	02/10/2020	05/11/2020 - 11:30am	

### 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?

**9. It was quite easy to navigate the municipal website and to interact with the information.**

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

**The information under each of the sections needs to be better classified and organized chronologically for ease of access.**

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

**None identified.**

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

**When publishing information on the winners of tenders, the dates on some of the documents were signed was inconsistent with the dates on which they were stated to have**

been published. An example is three out of the five tenders published here <http://www.mangaung.co.za/2020/06/22/awarded-formal-bids-tenders-quotations-43/>