

DATE: 04 April 2023

Campaign Name: Promoting the right of Access to information

Memo Number : 15_2_18_211

DECLARATION OF IMPARTIALITY, CONFIDENTIALITY AND FINANCIAL INTEREST

I, the undersigned:

- have no financial interest in any of the below recommended suppliers
- will not purposefully favour or prejudice anybody during the selection of the recommended suppliers
- am not aware of any relationship (family, friend, other) between the bidder and myself
- Except that I recognize the names of the recommended suppliers as we conduct business regularly with them when implementing campaigns
- The following companies are recommended for this campaign:

1	66 Community Radio stations
2	
3	
4	
5	

NAME	CHIEF DIRECTORATE	SIGNATURE
Lerato Mokgolo	Media Buying	
Phineas Phelelo	Media Buying	
Neli Shuping	CSA	

Comment: _____



**government
communications**

Department:
Government Communication and Information System
REPUBLIC OF SOUTH AFRICA

Private Bag X745, Pretoria 0001. Tshedimosetso House, cnr Frances Baard and Festival streets, HATFIELD, Pretoria 0028
Tel: (+27 12) 473-0000/1 Fax: (+27 12) 473 0593 Website: www.gcis.gov.za. Coordinates: 26.746096 28.232331

INTERNAL MEMO

DATE	04 April 2023	File NR:	15_2_18_211
TO:	CD: N Shuping DDG:CP&D: Regomidtswe Mavimbela CFO: Gcobisa Soci ADG: Michael Currin	FROM:	Media Buying Sinombulelo Mlisa
CLIENT:	DOJ_ Information Regulator	CONTACT:	Nomzamo Zondi NZondi@inforregulator.org.za

SUBJECT: Promoting the right of Access to information
PROJECT JOB NUMBER: 15_2_18_211

1. PURPOSE

- 1.1. To seek approval to appoint 66 Community Radio stations for the placement of radio adverts for the Information Regulator Promoting the right of access to information campaign according to Supply Chain Management Delegation (4.13). ✓

2. BACKGROUND

- 2.1 Section 39 of the Protection of Personal Information Act mandates the Information Regulator to ensure personal information protection and effective access to information. The Regulator's strategic goal is to become a world-class institution in terms of personal information protection and information access.
- 2.2 The Regulator seeks to promote its services and create awareness of the Promotion to Access to Information Act (PAIA) to the community through the use of the community radio platform. The main objective of the campaign is for the public to be educated on the Regulator's services and encourage the public to exercise their rights of access to information.
- 2.3 It is within the above background that the DOJ _Information Regulator has requested GCIS Media Buying to assist with the placement of the radio adverts for promoting the right of Access to Information on the community radio.

3. CAMPAIGN OBJECTIVES

- 3.1 To popularise the Information Regulator and its functions.
- 3.2 To create awareness of the Information Regulator and focus on the right of access to information.
- 3.3 Promoting the Regulator Enforcement.

To seek approval to appoint 66 Community Radio stations for the placement of radio adverts for the Information Regulator- Promoting the right of access to information campaign

4 TARGET AUDIENCE

- 4.1 GSM 1-5: Rooted Realists, City Seekers, Safely Suburban, Metro Mobiles and Cosmopolitan Capital as per the attached.

5 CAMPAIGN PERIOD

- 5.1 18 - 25 April 2022

6 RECOMMENDATIONS

- 6.1 For the purpose of this campaign and to ensure that the campaign's objectives are communicated effectively, community radio is recommended. Community Radio is an interactive media platform that allows interaction between the listeners and the presenters.
- 6.2 Delegation (4.13) acquisition Community Radio (threshold R 1 500 000,00). The total campaign amount is R 396 000.00 Incl. VAT.
- 6.2.1 In order to reach the target audience and deliver on the campaign objectives, community radio across all 9 provinces is recommended for this placement to supplement the commercial radio and penetrate the target market within communities. The stations will broadcast the generic advert. The medium will help create public awareness about the Regulator's services and encourage the public to exercise their rights of access to information.
- 6.2.2 It needs to be noted that the RFQ invite was sent to different stations on 03 April 2023. The below radio stations, which are compliant responded to the invite within the closing deadline of 03 April 2023 at 16:00.
- 6.2.3 The first come first serve rule will be applied due to budgetary constraints.

EASTERN CAPE		
1	Alfred Nzo	R6 000,00
2	Ekhephini FM	R6 000,00
3	Engcobo FM	R6 000,00
4	Inkonjane FM	R6 000,00
5	Isajonisi FM	R6 000,00
6	LA FM	R6 000,00
7	Link FM	R6 000,00
8	Ngqushwa FM	R6 000,00
9	Nkqubela FM	R6 000,00

USD non tax Compliance
 SBD 4, per 2.1 not ticked
 Quote date \$550 & date differ
 Govt employee
 ✓ *
 ✓ *
 ✓ *
 ✓ *
 quote date \$ SBD & date differ

To seek approval to appoint 66 Community Radio for the placement of radio adverts for the Information Regulator - Promoting the right of access to information campaign.

10	Oasis FM	R6 000,00	SBD 4, Par 2.1 not ticked
11	UCR	R6 000,00	✓*
12	Vukani FM	R6 000,00	✓*
		R72 000,00	
KZN			
13	GNCR	R6 000,00	✓*
14	Hit FM	R6 000,00	✓*
15	Inanda FM	R6 000,00	SBD 4, Par 2.1 not ticked
16	Izwi Lomzani	R6 000,00	✓*
17	Maputaland Radio	R6 000,00	CSD indicate non for Compliance
18	Megazone FM	R6 000,00	✓*
19	Nqubeko FM	R6 000,00	✓**
20	Radio khwezi	R6 000,00	✓*
21	Ukhahlamba FM	R6 000,00	✓*
22	Umgungundlovu FM	R6 000,00	✓*
TOTAL		R60 000,00	
MPUMALANGA			
23	KSFM	R6 000,00	✓*
24	Mestimahalo FM	R6 000,00	✓*
TOTAL		R12 000,00	
GAUTENG			
25	Capital Live	R6 000,00	CSD indicate non for Compliance
26	Commuter FM	R6 000,00	✓*
27	Ekurhuleni	R6 000,00	✓*
28	Eldos	R6 000,00	✓*
29	Impact FM	R6 000,00	✓*
30	Lekoa FM	R6 000,00	✓*
31	Mams FM	R6 000,00	✓*
32	Radio Pulpit	R6 000,00	✓*
33	Vaal FM	R6 000,00	CSD indicates non for Compliance
TOTAL		R54 000,00	
IMPBONGA			
34	Blouberg FM	R6 000,00	✓*
35	Botlokwa FM	R6 000,00	CSD indicate Govt Employee
36	Mohodi FM	R6 000,00	SBD 4, Par 2.1 not ticked
37	Mokopane FM	R6 000,00	✓*
38	Moletsi FM	R6 000,00	Quote date & SBD & date diff

To seek approval to appoint 66 Community Radio for the placement of radio adverts for the Information Regulator - Promoting the right of access to information campaign.

39	Mphahlele Fm	R6 000,00
40	Vision FM	R6 000,00
TOTAL		R42 000,00
WESTERN CAPE		
41	Inakekelo	R6 000,00
42	Kanyamazane	R6 000,00
43	Mash FM	R6 000,00
44	Moutse FM	R6 000,00
45	RFM	R6 000,00
46	Voice Of Hope	R6 000,00
47	Voice Of Community	R6 000,00
TOTAL		R42 000,00
NORTHERN CAPE		
48	Revival	R6 000,00
49	Riverside	R6 000,00
50	Ulwazi fm	R6 000,00
TOTAL		R18 000,00
NORTH WEST		
51	Bojanala FM	R6 000,00
52	Life FM	R6 000,00
53	Madibeng FM	R6 000,00
54	Ratlou FM	R6 000,00
55	Mahikeng FM	R6 000,00
56	Radio Mafisa	R6 000,00
TOTAL		R36 000,00
WESTERN CAPE		
57	7441 fm	R6 000,00
58	Eden	R6 000,00
59	FMR	R6 000,00
60	Heartbeat	R6 000,00
61	Helderberg	R6 000,00
62	Namakwaland	R6 000,00
63	Radio 786	R6 000,00
64	Radio Atlantis	R6 000,00
65	Whalecoast	R6 000,00
66	WRFM	R6 000,00
TOTAL		R54 000,00
GRAND TOTAL		R396 000,00

✓*

✓*

✓*

✓*

✓*

✓*

✓*

✓*

✓*

✓*

✓*

✓*

no quote, SBD 4 & CSD

✓*

no quote, SBD 4 & CSD

✓*

✓*

✓*

✓*

Date on the Quote does not have a year.

✓*

✓*

CSD indicate non for compliance

✓*

✓*

✓*

SBD 4, Per 2 not ticked

To seek approval to appoint 66 Community Radio for the placement of radio adverts for the Information Regulator - Promoting the right of access to information campaign.

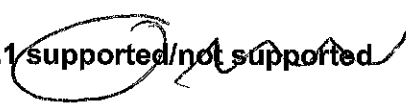
7. FINANCIAL IMPLICATIONS

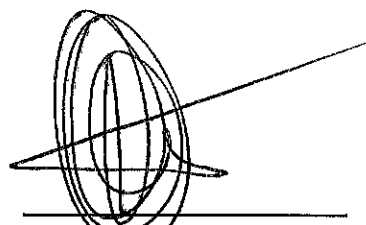
- 7.1 The Department has transferred a total amount of **R 400 000.00**. The total cost for this submission is **R 396 000.00** (see attached proof of payment and recon).
- 7.2 It is recommended that the 66 compliant community radio stations be paid R 6 000.00.

Compiled by

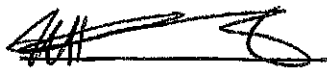

Lerato Mokgolo
Junior Media Buyer
Date: 04/03/2023


Phineas Phelelo
DD: Media Buying
Date: 2023-04-06

Recommendation in paragraph 6.2.1 supported/not supported 


Sinombulelo Mlisa
D: Media Buying
Date: 04/04/2023

Recommendation in paragraph 6.2.1 recommended/~~not recommended~~



Neli Shuping

CD: CSA

Date: 06/04/23

Recommendation in paragraph 6.2.1 recommended/not recommended

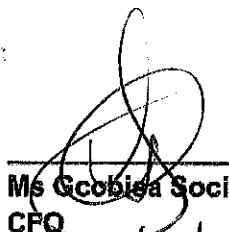


Regomoditswe Mavimbela

DDG: CP&D

Date: 06/04/2023

Recommendation in paragraph 6.2.1 recommended/not recommended



Ms Gcobisa Soci
CFO

Date: 17/04/2023

Forty eight (48) radio stations are recommended for approval at a cost of R6000-00 per radio station. The total cost for 48 radio stations is R288000-00 only. Eighteen (18) radio stations are not recommended for approval due to non-compliance to SCA requirements,

Recommendation in paragraph 6.2.1 ^{partially recommended} recommended/not recommended



Michael Currin

ADG: GCIS

Date: 18/4/2023

Recommendation in paragraph 6.2.1 approved/not approved

NOTE GUIDANCE from
CFO - only 48,
NOT 66 AS OTHERS
ARE NOT COMPLIANT



REPUBLIC OF SOUTH AFRICA
101 Joubert, C. J.

MR M CURRIN
DEPUTY DIRECTOR-GENERAL
INTERGOVERNMENTAL COORDINATION AND STAKEHOLDER MANAGEMENT
APPOINTMENT AS THE ACTING DIRECTOR-GENERAL: GCIS

Dear Mr Currin,

You are hereby appointed as the acting Director-General: GCIS with effect from the 1st January 2023 for a period of six (06) calendar months.

In this regard, I wish to refer you to the Senior Management Service (SMS) Handbook, 2003, on the payment of acting allowance. Should you act in this post for an uninterrupted period of six weeks, you will be entitled to receive an acting allowance from the date on which your acting appointment came into effect until your acting appointment is terminated.

In carrying out your acting responsibilities you will directly report to the Minister in the Presidency. Please bear in mind that during the period of your acting appointment, all correspondence must be signed under the title: Acting Director-General: GCIS.

If you accept the appointment, please indicate accordingly and append your signature to the acceptance note provided and return it to the Chief Director: Human Resources for record purposes.



Regieringskommunikasie • Diligekohano tsa Mmuso • Dilhaelatsano tsa Puso • Dilgokaganyo tsa Mmuso • Ezokushumane lakaHulumeni •
EzoXibolelwano lakaRhulumente • Teloachumane Tahulumende • zokuThintana lakaRhulumente • Vuhlanganisi bya Mfumo • Vhubavhikozani na Mmuso

I look forward to your support and co-operation in carrying out the duties and responsibilities assigned to this important post in the Department and I wish you everything of the best during your term as acting Director-General: GCIS.

Yours sincerely,


MR MONDLI GUNGUBELE, MP
MINISTER IN THE PRESIDENCY

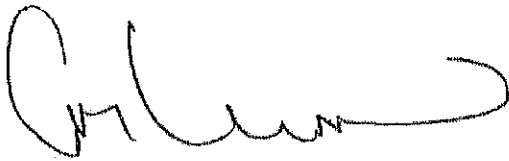
DATE: 09/12/2022



Regeningskommunikasie • Dikgokahano lea Mmuwa • Ditshaleletso lea Puso • Dikgokaganyo lea Mmušo • Ezokuxhumana kukatshumeni •
Ezokubelawano kukuRhulumente • Tekuchumana Yehulamende • zokuThintana kukatshumeni • Vuhlanganisi bye Mfumo • Vuzavuzisani ha Muvhiso

APPOINTMENT AS ACTING DIRECTOR-GENERAL: GCIS

I hereby accept/ not accept the appointment to the position of acting Director-General: GCIS.



MR M CURRIN

**DEPUTY DIRECTOR-GENERAL: INTERGOVERNMENTAL COORDINATION AND
STAKEHOLDER MANAGEMENT**

DATE:

28/12/2022



Regeringekommunikasie • Dikgokaganyo tsa Mmuso • Dikhaelatlano tsa Pusa • Dikgokaganyo tsa Mmuso • Ezokuxhumana koketshulweni •
EzoNxibelelwano lokaRhulumente • Tokuchumana Tehulumenda • zokuThintana lokaRhulumente • Vuhlanganis' bya Mfumo • Vuhdabhdzani ha Muthus

Lerato Mokgolo

From: Eben Carstens
Sent: Thursday, 06 April 2023 09:57
To: Lelethu Mzendana
Cc: Lerato Mokgolo
Subject: Re: DOJ Community Radio Memo
Attachments: DoJ_Community_Radio_Promoting_the_right_of_access_to_information_06_April_2023.pdf

Attached

From: Lelethu Mzendana <Lelethu@gcis.gov.za>
Date: Thursday, 06 April 2023 at 09:26
To: "eben@gcis.gov.za" <eben@gcis.gov.za>
Cc: Lerato Mokgolo <leratoma@gcis.gov.za>
Subject: DOJ Community Radio Memo

Good Day Mr E

Please kindly see the attached memo for DDG's recommendation.

Regards,

Lelethu Mzendana
Media Buying: Administration Clerk
Government Communication and Information System
Tshedimotsetso House
1035 Frances Baard & Festival Street
Hatfield, Pretoria
Cell:
Tel: +27 12 473 0050
Email: lelethu@gcis.gov.za Website: www.gcis.gov.za



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GOVERNMENT SEGMENTATION MODEL | GSM 2ND EDITION



Rooted Realists

27.8 Million People
(48% of SA adult population)

They are mostly unemployed, with low education levels. Some try to remain positive and acknowledge that they have come a long way. However, their optimism is challenged by difficult financial circumstances and most rely on government grants. They long for financial independence, permanent employment and improved living conditions.



City Seekers

14.4 Million People
(25% of SA adult population)

People in this segment are city dwellers who are familiar with the demands of a competitive urban life. They are generally hopeful, ambitious, career-oriented and constantly looking for opportunities to improve themselves and that of their families. Despite the day-to-day challenges they continue looking for job opportunities because they see this as the answer to a better future.



Safely Suburban

5.9 Million People
(10% of SA adult population)

Safely Suburban safety refers to their quality of life, has declined. They identify their lack of appropriate education as an obstacle to accessing employment or getting better jobs. For this segment, the high cost of living, labour cost and investment are critical areas of concern. They are safety conscious and highly protective of their physical, social and economic environment.



Metro Mobiles

6.1 Million People
(11% of SA adult population)

Metro Mobiles are interested in keeping a particular lifestyle. They are the lookout for ways to improve their lives, be it financial aid to start a business or upskilling themselves. These people see themselves as inspirational, role models and influencers. They are concerned about drugs, unemployment, corruption, crime, the economy and basic service delivery.



Cosmopolitan Capital

3.6 Million People
(6% of SA adult population)

These people are mostly affluent, professional and independent. They have the highest amount of disposable income, highest proportions of tertiary education, employment. They are influential, business-focused and concerned about anything that would negatively impact the economy and consequently their independence and their net worth.

Lives:	Non-rural traditional settlements (62%), 38% non-rural urban informal settlements, Eastern Cape 21%, Limpopo 20%, KZN 18%, Mpumalanga 15%	Metro (51%), Suburban informal (52%), traditional (43%), settlements Gauteng (47%), Quthing (47%), Western Cape (45%), and Eastern Cape (53%)	100% Metro (51%), Suburban informal (52%), traditional (43%), settlements Gauteng (47%), Quthing (47%), Western Cape (45%), and Eastern Cape (53%)	100% Metro (51%), Suburban informal (52%), traditional (43%), settlements Gauteng (47%), Quthing (47%), Western Cape (45%), and Eastern Cape (53%)	100% Metro (51%), Suburban informal (52%), traditional (43%), settlements Gauteng (47%), Quthing (47%), Western Cape (45%), and Eastern Cape (53%)
Age:	30% aged 16-34 yrs, 35-49 yrs and 14% age 50 and above	34% aged 18-34 yrs, 35-49 yrs and 15% age 50 and above	18-34 yrs olds make up 80%, one fifth are 35-49 yrs and the remainder 50 yrs+	18-34 yrs olds 31%, 22% are between 35-49 yrs old and 21% are 50 yrs+	26% aged 18-34 yrs old, 25% 35-49 yrs old and 25% are 50 yrs+
Gender:	Females 92%, males 8%	Females 94%, males 6%	Equal male and female split	Females 51%, males 49%	Females (52%) male (48%)
Race:	94% Black 5% coloured	Black 90%, Coloured 9%	Black 92%, White 29%, Coloured 15%	Black 54%, 21% Coloured, White 13%	White 53%, Black 34% and Indian 9%
Home Language:	93% speak an African language, isiZulu 29%, isiXhosa 17%, Sepedi 15%	Majority speak a Great Language (67%), isiZulu 44%, isiXhosa 19%, Sepedi 15%	Largest proportion speak African (60%) followed by English 20%	English 34%, Afrikaans 22%, isiZulu 20%	Mainly English (76%), Afrikaans (17%) and isiZulu (11%)
Education:	One in ten have completed high school, 4 in 10 have some high school education, 29% completed matric	40% have completed high school and 15% are post-compulsory school	High education levels 53% completed high school, 21% completed higher education	43% completed high school, 22% did not complete high school and 14% completed higher education	High education levels 33% have matric and 38% have higher education
Employment:	High unemployment = about one in ten have full time employment	High unemployment = 27% are unemployed	29% full time employment, 12% self-employed, 23% unemployed	27% employed full time, 13% self-employed and 26% unemployed	43% employed full time, 18% self-employed and 10% unemployed
Annual household income:	Low income = R54 600 – R39 504, 13% (R39 505 – R65 300), 10% (R65 301 – R103 821), 23% (R65 301 – R103 821)	Low income = R24 100 – R39 504, 38% (R39 505 – R65 300), 19% (R65 301 – R103 821), 22% (R65 301 – R103 821)	Majority (53%) middle income bracket = R38 822 – R472 501	Middle income = R138 821 – R237 593, 65% (R237 594 – R472 501)	Upper income = 11% (R472 502 – R616 822), 32% (R616 823 – R798 102), 19% (R798 103 – R1 053 843) and 8% above



government communications

Department:
Government Communication and Information System
REPUBLIC OF SOUTH AFRICA



Monday, 03 April, 2023

To: Station Managers/ Programme Managers.

Re: Information Regulator- Promoting right of access to information

Dear Station / Programme Manager.

The Information Regulator of South Africa under the Dept. of Justice and Constitutional Development, is running a radio campaign that seeks to promote the right of access to information.

Stations are invited to submit quotations for 1 week advert flighting, along with current compliant CSD reports and correctly filled and signed SBD4 forms.

Stations are advised that due to budget constraints, selection will be on a first come first served basis.

Below are the project details:

PROJECT NAME	:	<u>Promoting right of access to information</u>
TYPE OF PRODUCT	:	1-week advert
AMOUNT	:	R6000.00

Deadline of submission: Mon 03 April @16h00pm

NB: Only stations that are CSD compliant and correctly completed SBD4 forms will be listed for any project. GCIS advises that you please check with Treasury for your station's CSD Compliance Status.

GCIS appreciates the partnership that we both enjoy and wishes to encourage you to keep advising constructively on our programming in order for us to better the service we are offering.

Thanks, and regards,

GCIS Radio Unit.

Lerato Mokgolo

From: Mfundo Magaba
Sent: Tuesday, 04 April 2023 09:37
To: Kgomotso Ranoto; Gift Moswaane; Nonhlanhla Ndawonde; Lerato Mokgolo; Gavin Sadler
Subject: Re: Station list: Information Regulator
Attachments: Copy of Information Regulator - Promoting right of access to information.xlsx

Colleagues.

Attached: W/C and N/C

W/C- 12 – All compliant

N/C- 3 – All compliant

Regards

Mfundo Magaba

ASD: Media Production
Government Communication and Information System
Parliament, Ground Floor, 120 Plein Street
Cape Town, 8000
Cell: +27 79 624 7366
Tel: +27 21 465 1554
Email: mfundo@gcis.gov.za Website: www.gcis.gov.za

From: Kgomotso Ranoto <Kgomotsor@gcis.gov.za>
Date: Monday, 03 April 2023 at 22:21
To: Gift Moswaane <Gift@gcis.gov.za>, Nonhlanhla Ndawonde <nonhlanhlan@gcis.gov.za>, Mfundo Magaba <mfundo@gcis.gov.za>, Lerato Mokgolo <leratoma@gcis.gov.za>, Gavin Sadler <Gavin@gcis.gov.za>
Subject: Re: Station list: Information Regulator

Kindly find the attached with KZN and EC stations

Regards

Kgomotso Ranoto
Radio producer
Faith over fear
Government Communications and Information System
Tshedimotsetso House
1035 Francis Baard Street, cnr Festival Street, Hatfield

Tel: +27 12 473 0053

Cell: +27 74 496 3918

Email: kgomotsor@gcis.gov.za



**government
communications**

Department:
Government Communication and Information System
REPUBLIC OF SOUTH AFRICA

From: Gift Moswaane <Gift@gcis.gov.za>

Date: Monday, 03 April 2023 at 19:40

To: Nonhlanhla Ndawonde <nonhlanhlan@gcis.gov.za>, Kgomotso Ranoto <Kgomotsor@gcis.gov.za>, Mfundo Magaba <mfundo@gcis.gov.za>, Lerato Mokgolo <leratoma@gcis.gov.za>, Gavin Sadler <Gavin@gcis.gov.za>

Subject: Re: Station list: Information Regulator

Good evening,

Kindly find attached station list for the Information Regulator campaign.

North West- 19

Limpopo- 10

Non tax compliant

1. Sekhukhune fm - Non-Compliant Tax Status
2. Tubatse FM - Unable to determine tax compliance - refer to tax ref nr status currently
3. Zebediela - Unable to determine tax compliance - refer to tax ref nr status currently

From: Gavin Sadler <Gavin@gcis.gov.za>

Date: Monday, 03 April 2023 at 17:42

To: Nonhlanhla Ndawonde <nonhlanhlan@gcis.gov.za>, Kgomotso Ranoto <Kgomotsor@gcis.gov.za>, Mfundo Magaba <mfundo@gcis.gov.za>, Gift Moswaane <Gift@gcis.gov.za>, Lerato Mokgolo <leratoma@gcis.gov.za>

Subject: Station list: Information Regulator

Good day,

Kindly find attached station list for the Information Regulator campaign. See download link to my documents below, please download them as I will not be available later this week.

Documents download: <https://we.tl/t-u3UrCH6uD0>

My numbers are:

Gauteng – 11

MP – 6

FS – 2

All compliant.

Lerato Mokgolo

From: Kgomotso Ranoto
Sent: Monday, 03 April 2023 22:21
To: Gift Moswaane; Nonhlanhla Ndawonde; Mfundo Magaba; Lerato Mokgolo; Gavin Sadler
Subject: Re: Station list: Information Regulator
Attachments: Information Regulator - Promoting right of access to information.xlsx
Importance: High

Kindly find the attached with KZN and EC stations

Regards

Kgomotso Ranoto
Radio producer
Faith over fear
Government Communications and Information System
Tshedimosetso House
1035 Francis Baard Street, cnr Festival Street, Hatfield
Tel: +27 12 473 0053
Cell: +27 74 496 3918
Email: kgomotsor@gcis.gov.za



**government
communications**
Department:
Government Communication and Information System
REPUBLIC OF SOUTH AFRICA

From: Gift Moswaane <Gift@gcis.gov.za>
Date: Monday, 03 April 2023 at 19:40
To: Nonhlanhla Ndawonde <nonhlanhlan@gcis.gov.za>, Kgomotso Ranoto <Kgomotsor@gcis.gov.za>, Mfundo Magaba <mfundo@gcis.gov.za>, Lerato Mokgolo <leratoma@gcis.gov.za>, Gavin Sadler <Gavin@gcis.gov.za>
Subject: Re: Station list: Information Regulator

Good evening,

Kindly find attached station list for the Information Regulator campaign.

North West- 19
Limpopo- 10

Non tax compliant

1. Sekhukhune fm - Non-Compliant Tax Status
2. Tubatse FM - Unable to determine tax compliance - refer to tax ref nr status currently
3. Zebediela - Unable to determine tax compliance - refer to tax ref nr status currently

Kind Regards,

Gavin Sadler

Assistant Director: Technical Radio producer
Government Communications and Information System

Tshedimosetso House

1035 Francis Baard Street, Festival Street, Hatfield

Tel: +27 12 473 0124

Cell: +27 83 329 7453

Email: gavin@gcis.gov.za



**government
communications**

Department:
Government Communication and Information System
REPUBLIC OF SOUTH AFRICA



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From: Gavin Sadler <Gavin@gcis.gov.za>

Date: Monday, 03 April 2023 at 17:42

To: Nonhlanhla Ndawonde <nonhlanhlan@gcis.gov.za>, Kgomotso Ranoto <Kgomotsor@gcis.gov.za>, Mfundo Magaba <mfundo@gcis.gov.za>, Gift Moswaane <Gift@gcis.gov.za>, Lerato Mokgolo <leratoma@gcis.gov.za>

Subject: Station list: Information Regulator

Good day,

Kindly find attached station list for the Information Regulator campaign. See download link to my documents below, please download them as I will not be available later this week.

Documents download: <https://we.tl/t-u3UrCH6uD0>

My numbers are:

Gauteng – 11

FS – 6

FS – 2

All compliant.

Kind Regards,

Gavin Sadler

Assistant Director: Technical Radio producer
Government Communications and Information System

Tshedimosetso House

1035 Francis Baard Street, Festival Street, Hatfield

Tel: +27 12 473 0124

Cell: +27 83 329 7453

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**Department:
Government Communication & Information System
REPUBLIC OF SOUTH AFRICA**

Abstract

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**Department:
Government Communication & Information System
REPUBLIC OF SOUTH AFRICA**

DocuSigned by:

175C90612C1842

Tel: 0835252361

Please note: If this schedule is not approved, signed and submitted within 7 working days of receiving it the quote will no longer be valid. GCIS will not confirm any bookings without receipt of funds from the client department. Delays in signing the schedule and transfer of funds will lead to a delay in the start of the campaign.

Once Funds are received it will take GCIS at least 5 working days to be able to confirm bookings depending on the magnitude and complexity of the campaign. For campaigns that include Out of Home or campaigns that have to be submitted to the Bid Adjudication Committee because the threshold is exceeded the timelines will be longer.

Also note that spots reflected on this quote are subject to availability at the time of booking.



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Department:
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Client Name:

Campaign:

Media Type:

Information Regulator of South Africa
Promoting the right of Access to
Information
Radio

Radio Station	Region	Listership (000)	Language	Duration n	Total spots	No weeks	Total Cost Excl VAT	Discount %	Discount Amount	Placement Amount	Period
community	National	10000		60"	60	1	R 347 826,09			R 347 826,09	2023/03/ 31 - 2023/03/ 31
Total		10 000 000					R 347 826,09			R 347 826,09	

Source:

DocuSigned by:

175C80812C1842B...

Approval:

Name:

Mukelani Dimba

Designation:

Executive: EDUCOM

Date:

16-Mar-2023 | 17:12 SAST

Tel:

Total Saving

Percentage Saving

-

0.00 %

Total Inc VAT

R 400 000,00

DISBURSMENT NUMBER AMOUNT	ACTION DATE	PAYMENT METHOD NUMBER	BENEFICIARY	AUTHORISED BY	STATUS	PAYMENT TYPE/NO
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0001660172	30/03/2023	EBT	GOVERNMENT COMMUNICATIONS AND IN	82832897	PRINTD	AP
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400,000.00	SOURCE DOC NUMBER : NOT APPLIC		INVOICE NUMBER	: 15_2_18_211	03427043	
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TOTAL AMOUNT FOR DENO: 001660172

400,000.00	TOTAL AMOUNT ISSUED EXCLUDING CANCELLED AND REVENUED PAYMENTS:
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* = REROUTED CREDIT TRANSFERS

**** END OF REPORT RP0026BS ****



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Department:
Government Communication and Information System
REPUBLIC OF SOUTH AFRICA

Private Bag X745, Pretoria 0001. Tshedimosetso House, chr Frances Baard and Festival streets, HATFIELD, Pretoria 0028
Tel: (+27 12) 473-0000/1 Fax: (+27 12) 473 0593 Website: www.gcis.gov.za. Coordinates: 25.746096 28.232331

Ms Rachel Sekhu
Deputy Director: Graphic Design
GCIS
PRETORIA

Dear Ms Sekhu

APPOINTMENT AS ACTING DIRECTOR: MEDIA PRODUCTION

In terms of section 32 of the Public Service Act 1994, (Act 103 of 1994), you are hereby appointed as an Acting Director: Media Production from the 01st August 2022 until further notice.

In executing this role, you will be expected to manage and lead the Directorate and, among other things, authorise all payments in relation to the Directorate.

May I take this opportunity to thank you in advance and wish you all the best.

Yours sincerely,

NELI SHUPING

CD:CSA

DATE: 28/07/22

REGOMODITSWE MAVIMBELA

DDG: CP&D

DATE: 28/07/22

I, RACHEL SEKHU, hereby accept the above appointment and will carry out all duties assigned to me to the best of my ability.

RACHEL SEKHU

DEPUTY DIRECTOR: GRAPHIC DESIGN

DATE: 28/07/22



Rege: ngskommunikasie • Dikgokahano 'sa Mmuso • Dilhaefetsano tsa Puso • Dikgokaganho tsa Mmuso • Ezolwuhumane kukaHulumani •
EzoNtselelwano kukaRhulumente • Tekuchumana Tehulumende • zokuThintene kukaRhulumente • Vuhlanganis' bya Mmuso • Vuhlanganis' ha Muvhuso



national treasury

Department:
National Treasury
REPUBLIC OF SOUTH AFRICA

PFMA SCM INSTRUCTION NO. 03 OF 2021/22
PUBLIC FINANCE MANAGEMENT ACT
(ACT 1 OF 1999)

ENHANCING COMPLIANCE, TRANSPARENCY AND ACCOUNTABILITY IN SUPPLY CHAIN MANAGEMENT

TO ALL:

ACCOUNTING OFFICERS OF DEPARTMENTS
ACCOUNTING OFFICERS OF CONSTITUTIONAL INSTITUTIONS
ACCOUNTING AUTHORITIES OF SCHEDULE 2 AND 3 PUBLIC ENTITIES
HEAD OFFICIALS OF PROVINCIAL TREASURIES

1. PURPOSE

This Instruction is issued to provide measures to—

- (a) improve compliance, accountability and transparency in the procurement of goods and services;
- (b) reduce the abuse of the Supply Chain Management (SCM) system; and
- (c) ensure value for money.

2. DEFINITIONS

In this Instruction, unless the context indicates otherwise, any word or expression to which a meaning has been assigned in the Public Finance Management Act, 1999 (Act No. 1 of 1999 – “the PFMA”) or Treasury Regulations, published on 15 March 2005 (as amended) has the same meaning assigned to it in the Act or the Regulations, and—

“emergency situation” means a serious and unexpected situation that poses an immediate risk to health, life, property or environment which calls for urgent action and there is insufficient time to follow a competitive bidding process;

“institution” means—

- (a) a national or provincial department;
- (b) a public entity listed in Schedule 2 or 3 to the PFMA; and
- (c) a constitutional institution listed in Schedule 1 to the PFMA;

“investigate” means an inquiry to determine and assess the facts of the complaint or allegation to establish the truth;

“limited bidding” means a bidding process reserved for a specific group or category of possible suppliers through procurement by—

Enhancing compliance, transparency and accountability in supply chain management

- (a) sole source where there is no competition in the market and only one supplier is able to provide the goods or services;
- (b) single source where a thorough analysis of the market and a transparent and equitable pre-selection process is used to decide on one supplier among a few prospective bidders to make a proposal;
- (c) multiple source where a thorough analysis of the market indicates that there is limited competition and only a few prospective bidders are requested to make a proposal;

"urgent case" means cases where early delivery is critical and the invitation of competitive bids is either impossible or impractical, not due to improper planning;

"person" means—

- (a) a bidder or supplier; or
- (b) a shareholder, director, trustee, partner member of a bidder or a supplier, or any person having a controlling interest in the bidder or supplier; and

"State" means—

- (a) a national or provincial department, national or provincial public entity or constitutional institution;
- (b) a municipality or municipal entity;
- (c) a provincial legislature; or
- (d) Parliament.

3. BACKGROUND

- 3.1 The PFMA promotes economy, efficiency, effectiveness and transparency in the use of state resources. Consequently, a key duty, amongst others, for the accounting officers/authorities (AOs/AAs) in terms of the PFMA are to establish and maintain an appropriate procurement and provisioning system which is fair, equitable, transparent, competitive and cost-effective.
- 3.2 In terms of section 6(2) of the PFMA, the National Treasury must prescribe uniform treasury norms and standards. This includes prescribing norms and standards to limit and prevent the abuse of the SCM system and the enforcement. In terms of section 18(2) of the PFMA, the provincial treasuries must enforce the prescribed norms and standards in their respective provinces.
- 3.3 Although the National Treasury is, in terms of section 6(1) of the PFMA required to, amongst others, promote and enforce transparency and effective management in respect of revenue, expenditure, assets and liabilities of institutions, it must do so with due regard to the PFMA functions of the AO/AA. According to sections 38 and 51 of

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the PFMA, the AO/AA must ensure effective, efficient and transparent systems of financial management as well as a procurement and provisioning system.

- 3.4 Non-compliance with SCM prescripts by institutions undermine sound financial management and ultimately erodes scarce resources that are intended for public service delivery.
- 3.5 Therefore, it is imperative that the AOs/AAs establish mechanisms to identify the risks and internal control weaknesses in their SCM systems to develop mitigating strategies and controls.

4. DEVIATIONS FROM NORMAL BIDDING PROCESS

- 4.1 If in a specific case it is impractical to invite competitive bids, the AO/AA may procure the required goods or services by other means, provided that the reasons for deviating from inviting competitive bids must be recorded and approved by the AO/AA.
- 4.2 In this Instruction, procurement by "other means" includes—
- (a) limited bidding;
 - (b) written price quotations within the threshold determined by National Treasury Instruction; and
 - (c) procurement that occurs in emergency situations and urgent cases.
- 4.3 The AO/AA must provide for procurement by "other means" in a SCM policy for the institution.
- 4.4 The SCM policy must at least provide for—
- (a) procurement by "other means" referred to in paragraph 4.2(a), (b) and (c), and any other procurement by "other means" that may be utilised;
 - (b) a plan to curtail reliance on procurement by "other means";
 - (c) circumstances under which each procurement by "other means" may be utilised;
 - (d) processes to be followed in respect of identifying prospective suppliers for, and recording and approval of, procurement by "other means"; and
 - (e) assessment of all instances that gave rise to procurement by "other means".
- 4.5 When procuring goods or services by "other means", the AO/AA must ensure that the institution complies with other applicable SCM prescripts.

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- 4.6 The AO/AA must within 14 days after the finalisation of the procurement by "other means", report the procurement to the relevant treasury and the Auditor-General of South Africa (AGSA) in a format determined by the National Treasury.
- 4.7 The AO/AA must ensure that procurement by "other means" is recorded in the annual report of the institution in a format determined by the National Treasury.

5. EXPANSIONS AND VARIATIONS OF CONTRACTS

- 5.1 The AO/AA may, in accordance with this paragraph—
- (a) expand a contract by increasing the scope of work; or
 - (b) vary a contract by changing the scope of work.
- 5.2 If an expansion or variation in the scope of work requires an extension in the period of the contract, the motivation must distinguish between the change in the scope of work and the period for which the contract is extended.
- 5.3 If the AO/AA participates in a transversal contract, the AO/AA may not expand or vary the transversal contract, but may request the relevant treasury to expand or vary the contract.
- 5.4 If a contract for—
- (a) construction-related goods or services or both, is expanded or varied by more than 20% or R20 million (including all applicable taxes), whichever is the lesser; and
 - (b) all other goods or services or both, is expanded or varied by more than 15% or R15 million (including all applicable taxes), whichever is the lesser,
- the AO/AA must, in a format determined by the National Treasury, submit a monthly report, including the reasons for the expansion or variation, to the relevant treasury and the AGSA.
- 5.5 The AO/AA must record expansions or variations referred to in paragraph 5.4 in the annual report of the institution in a format determined by the National Treasury.
- 5.6 The relevant treasury and the AGSA may request additional information pertaining to expansions or variations referred to in paragraph 5.4.

6. RESTRICTION OF PERSON DOING BUSINESS WITH GOVERNMENT

- 6.1 The AO/AA must, in writing, notify a person of—

Enhancing compliance, transparency and accountability in supply chain management

- (a) the intention to restrict the person from doing business with the State;
- (b) the grounds for the restriction;
- (c) the intended period of restriction which may not exceed 10 years; and
- (d) the right to make representations within 14 days as to why the person should not be restricted.

6.2 The AO/AA must—

- (a) consider the reasons provided by the person on why the person should not be restricted; and
- (b) if, after considering the reasons referred to in paragraph (a), the AO/AA intends to restrict the person, in writing, consult the National Treasury by submitting the notification envisaged in paragraph 6.1 and the reasons referred to in paragraph (a).

6.3 The National Treasury must, within 14 days of receipt of the notification envisaged in paragraph 6.2(b), submit to the AO/AA its view on the intended restriction.

6.4 The AO/AA must—

- (a) after considering the view of the National Treasury, make the decision whether to restrict; and
- (b) within seven days following a decision to restrict, submit to the National Treasury—
 - (i) the reasons for the decision to restrict;
 - (ii) the name and address of the person restricted;
 - (iii) the identity or registration number of the person;
 - (iv) the period of restriction; and
 - (v) the representations made by the person and the reasons why the AO/AA proceeded with the decision to restrict despite the representations.

6.5 The National Treasury, on receipt of the information in paragraph 6.4(b)—

- (a) may, within 14 days, request the AO/AA to submit further information pertaining to the restriction; and
- (b) must record the information on a list of restricted suppliers within 14 days of receipt of the submission by the AO/AA, and any responses to further information requested in terms of paragraph 6.4(b).

6.6 The restriction is effective from the date that the National Treasury records the information on the list of restricted suppliers.

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- 6.7 The National Treasury must inform the AO/AA immediately after the restriction is recorded on the list of restricted suppliers.
- 6.8 The AO/AA must inform the person immediately after the National Treasury has informed the AO/AA that the restriction is recorded on the list of restricted suppliers.

7. TREATMENT OF DISCLOSURES AND DECLARATIONS

- 7.1 Institutions must, as part of their SCM processes, identify and manage all potential conflicts of interest and other disclosures made by a person participating in procurement processes to enable the AO/AA to make informed decisions about the person participating in the SCM process.
- 7.2 The application of the Bidder's Disclosure form, issued as Standard Bidding Document (SBD) 4, attached as **Annexure A**, is extended to all institutions to which this Instruction applies. Institutions may incorporate the information contained in the SBD4 into their bid documents, including documents issued for the invitation of price quotations, but may not alter the content of the disclosure and the order of the information captured in the SBD4.
- 7.3 The SBD4 applies to all procurement, irrespective of the value and method of procurement, excluding petty cash purchases, and must be completed by all persons responding to the invitation.
- 7.4 The AO/AA must, as part of the evaluation of a procurement process, evaluate information provided by a person on the SBD4.
- 7.5 If the evaluation of the AO/AA establishes that—
- (a) a person within the bidding entity is an employee of the State, the AO/AA must request the relevant AO/AA to advise whether the person—
 - (i) is prohibited from conducting business with the State in terms of section 8 of the Public Administration Management Act, 2014 (Act No. 11 of 2014 – "the PAMA"); or
 - (ii) has permission to perform other remunerative work outside of their employment, where the PAMA does not apply to such employee;
 - (b) the conduct of a person constitutes a transgression of the Prevention and Combating of Corrupt Activities Act, 2004 (Act No. 12 of 2004 – "the PRECCA"), the conduct must be dealt with in accordance with the PRECCA;

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- (c) the conduct of a person constitutes a transgression of the Competition Act, 1998 (Act No. 89 of 1998), the conduct must be reported to the Competition Commission; and
 - (d) the conduct of a person constitutes a transgression of the institution's policies, the conduct must be dealt with in terms of the prescripts applicable to the institution.
- 7.6 If the AO/AA establishes that a person has committed a transgression, referred to in paragraph 7.5, or any other transgression of SCM prescripts, the AO/AA may reject the bid and restrict the person in terms of paragraph 6.
- 7.7 The AO/AA must inform the relevant treasury of any action taken against a person in terms of paragraph 7.6 within 30 days of implementing the action.
- 7.8 During the evaluation process, the AO/AA must in addition to other due diligence measures, establish if a person is not listed in—
 - (a) the Register for Tender Defaulters provided for PRECCA; and
 - (b) the list of restricted suppliers provided for in paragraph 6.3 of this Instruction and regulations under the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).
- 7.9 The SBD 4 attached as **Annexure A** to this Instruction replaces all SBDs 4, 8 and 9.

8. GENERAL REQUIREMENTS

- 8.1 The AOs/AAs of all institutions must ensure that—
 - (a) the SCM system provides for the establishment, composition and functioning of bid specification, evaluation and adjudication committees and the selection of bid committee members;
 - (b) procurement through a bidding process is subjected to the bid committee system envisaged in paragraph (a); and
 - (c) bid committee members are duly appointed and a quorum is determined for each committee.
- 8.2 If considered necessary, one or more independent expert may be co-opted to a bid evaluation/adjudication committee in an advisory capacity. The expert does not have voting rights and is subject to the same conflict of interest declarations/disclosures applicable to bid committee members.

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- 8.3 A representative of the relevant treasury may attend bid committee meetings of any institution in an observer capacity and must inform the relevant AO/AA when he/she will be attending. The representative does not have voting rights and is subject to the same conflict of interest declarations/disclosures applicable to bid committee members.
- 8.4 The AO/AA—
- (a) may not invite price quotations or bids if no or insufficient provision is made in the budget of the institution;
 - (b) must ensure that cash flow is sufficient to meet contractual obligations;
 - (c) must pay suppliers within 30 days of receipt of invoice or the period provided for in the contract; and
 - (d) may not place orders with suppliers for goods and services to be received in the current financial year and arrange with suppliers to be invoiced and payment to be made in the next financial year, except in the case of a multi-year contract.

9. REGISTER OF COMPLAINTS AND ALLEGATIONS

- 9.1 The AO/AA must establish a procedure for the management of complaints and allegations of abuse in the SCM system, which must provide for—
- (a) the submission of written complaints/allegations of abuse in the SCM system; and
 - (b) the establishment of a register of all complaints/allegations of abuse in the SCM system, in the format prescribed in **Annexure B**.
- 9.2 The chief financial officer of the institution must report a complaint/allegation of abuse in the SCM system that implicates the AO/AA to the relevant treasury within 14 days of receipt of the complaint/allegation, by the institution.

10. INVESTIGATE COMPLAINTS AND ALLEGATIONS

- 10.1 The AO/AA—
- (a) must investigate a complaint/allegation of abuse in the SCM system, resolve and provide a response to the person who submitted the complaint/allegation by no later than 60 days after receipt of the complaint/allegation;
 - (b) may extend the period mentioned in paragraph (a), up to 30 days and provide to the person who submitted the complaint/allegation written reasons for the extension and a status update at the time of the extension;

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- (c) must, if the investigation concludes that there has been an irregularity or that the irregularity is as a result of an alleged misconduct by an official, refer the matter for further investigation and processing;
- (d) must, where the investigation indicates any irregularity by a person, act against the person in terms of the relevant prescripts and may in addition to the penalties/remedies provided for in the relevant prescripts, also implement remedial actions which may include but are not limited to—
 - (i) rejecting the bid;
 - (ii) cancelling the contract;
 - (iii) restricting the person from conducting business with the State;
 - (iv) claiming damages (if any); and
- (e) must inform the relevant treasury and the AGSA of the outcome of the investigation and the proposed actions, within 30 days of completing the investigation.

10.2 If—

- (a) an institution receives a complaint/allegation that implicates the AO/AA or a member of the AA; or
 - (b) during the investigation of a complaint/allegation, it is established that the AO/AA or a member of the AA is implicated,
- the chief financial officer must submit the complaint/allegation to the relevant treasury with all the evidence for investigation.

10.3 The relevant provincial treasury must submit a report of the outcomes of investigations, received from its provincial departments and public entities listed in Schedules 3C and 3D to the PFMA, to its provincial legislature on a quarterly basis.

10.4 The National Treasury must submit a report of the outcomes of investigations, received from national departments, constitutional institutions and public entities listed in Schedules 2, 3A and 3B to the PFMA, to Parliament on a quarterly basis.

10.5 The relevant treasuries must submit the quarterly reports referred to in paragraphs 10.3 and 10.4 by the 15th day of the month following the end of the quarter.

10.6 The relevant treasury—

- (a) must investigate a complaint/allegation that implicates the AO/AA not later than 60 days after the receipt of the complaint/allegation; and

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- (b) may extend the period mentioned in paragraph (a), up to 30 days, and provide to the person who made the allegation/complaint written reasons for the extension and a status update at the time of the extension.

10.7 The relevant treasury must submit a report to the executive authority, AGSA and Parliament/provincial legislature of the outcome of the investigation of the complaint/allegation against the AO/AA, and the proposed actions for consideration by the relevant functionary for purposes of resolution or remedial actions or both.

11. MONITORING

The relevant treasury must monitor and assess the implementation of this Instruction by institutions.

12. APPLICABILITY

This Instruction applies to all departments, constitutional institutions and public entities listed in Schedules 2 and 3 to the PFMA.

13. REPEAL

This Instruction repeals the following Instructions, Practice Notes and Circulars:

- (a) National Treasury SCM Instruction Note 3 of 2016/17;
- (b) Instruction Note No 32 dated 31 May 2011 related to enhancing compliance monitoring and improving transparency and accountability in Supply Chain Management (SCM);
- (c) Supply Chain Management Circular postponing implementation of certain paragraphs in Instruction Note No 32 dated 31 May 2011 related to enhancing compliance monitoring and improving transparency and accountability in Supply Chain Management (SCM);
- (d) Practice Note No 7 of 2009/2010 dated 2 October 2009 and the SBD4 document;
- (e) Practice Note No SCM 5 of 2006 on the restriction of suppliers and augmentation of general conditions of contract;
- (f) National Treasury Practice Note Supply Chain Management: Prohibition of Restrictive Practices: Certificate of Independent Bid Determination: Standard Bidding Document (SBD 9); and
- (g) Practice Note No SCM 4 of 2006 on Standard Bidding Document: Declaration of bidder's past supply chain management practices (SBD 8).

14. EFFECTIVE DATE

14.1 This Instruction takes effect on 1 April 2022.

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- 14.2 Procurement processes that have commenced prior to the coming into effect of this Instruction must be concluded in accordance with the prescripts applicable at the time of invitation or advertisement.

15. DISSEMINATION OF INFORMATION

- 15.1 The AOs of national departments and constitutional institutions must bring the contents of this Instruction to the attention of—
- (a) chief financial officers, heads of supply chain management and supply chain management officials of their respective institutions; and
 - (b) all accounting authorities of public entities reporting to the executive authority of their respective departments.
- 15.2 Heads officials of provincial treasuries must bring the contents of this Instruction to the attention of accounting officers of their provincial departments and accounting authorities of the provincial public entities with the request that the information contained herein be disseminated to all chief financial officers, heads of supply chain management and supply chain management officials of their respective institutions.
- 15.3 The AAs of Schedule 2, 3B and 3D public entities must bring the contents of this Instruction to the attention of the chief financial officers, heads of supply chain management and supply chain management officials of their public entities.

16. AUTHORITY FOR THIS SCM INSTRUCTION

This Instruction is issued in terms of section 76(4)(b), (c) and (g) of the Public Finance Management Act, 1999.

17. CONTACT INFORMATION

Enquiries pertaining to the contents of this Instruction may be directed to:

Email: cpo@treasury.gov.za



MR MOLEFE-ISAAC FANI

ACTING CHIEF PROCUREMENT OFFICER

DATE: 2022/03/31

Cc: Auditor-General South Africa