

APPOINTMENT AS MEMBER OF BID ADJUDICATION COMMITTEE



From: CEO- Steven Ngubeni

To: Lesego Kobue: Senior Manager Compliance Audit

Date: 1 April 2021

This letter of appointment is in accordance with Section 56 of the PFMA that empowers the Accounting Authority to delegate powers and duties to officials which states amongst others that all delegations of authority must be in writing specifying the specific authority and duration of such delegation. The Accounting Authority therefore delegates his powers to you to act as a member of the SCM Bid Adjudication Committee. The following is brought to your attention.

1. Mandate, role and functions of the Bid Adjudication Committee

The mandate of the Bid Adjudication Committee must consider the recommendations/reports of the Bid Evaluation Committee and, make:

- A recommendation to the Accounting Authority/Officer to make a final award for bids over R500 000
- Another recommendation to the CEO on how to proceed with the relevant procurement.

The Bid Adjudication Committee must ensure that:

- All necessary bid documents have been submitted;
- Disqualifications are justified and that valid and accountable reasons / motivations were furnished for passing over of bids;
- Scoring has been fair, consistent and correctly calculated and applied; and
- Declarations of interest have been taken cognizance of.

If a bid other than the one recommended by the Bid Evaluation Committee is approved by the Bid Adjudication Committee, the CEO, or a senior official delegated by the CEO, must first be notified.

The Bid Adjudication Committee must also consider and rule on all recommendations/reports regarding the amendment, variation, extension, cancellation or transfer of contracts awarded.

The Bid Adjudication Committee may also, if and when required to do so, consider for approval the recommendations of the Bid Specification Committee. The chairperson and all its committee members have an obligation to be familiar with and adhere to all relevant SCM legislation, policy, guides and circulars.

Please note that the delegated powers as listed above are to be exercised in conjunction and full compliance with GGB Supply Chain Management policies, procedures and directives.

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You are required to accept the delegation bestowed upon you, and accepting a delegation comes with the obligation to answer for any breach of policies applicable and powers abused.

This delegation of authority is valid until further notice.

Delegated by:

Steven Ngubeni
Chief Executive Officer

Date

01 April 2021

Accepted by:

Lesego Kobue
Senior Manager Compliance Audit

Date

12/04/2021