ANNEXURE A

Name of National Department/Institution DEPARTMENT OF SMALL BUSINESS DEVELOPMENT

Director-General THULISILE MANZINI

Director SCM: IAN CHABALALA

Telephone number and email address: (012) 394 5258

Due Date: Date : 31 March 2025

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TABLE 1

										Planned dates (week ending) - YYYMMDD						
			106 474 000		2 900 000	39 784 000	35 642 000	29 048 000								
No	**Programme**	**Project Description**	**Estimated Value (incl. taxes)**	**Source of Funding**	**2024/25 "R"**	**2025/26 "R"**	**2026/27 "R"**	**2027/28 R**	**Method of procurement**	**Bid Specification**	**Approved Evaluation Criteria**	**Advert**	**Bid closing**	**Bid award**	**Contract commence**	**Contract expiry**
1	Programme 1	Procurement of Departmental Laptops.	5 300 000	**Voted**	-	1 800 000	1 700 000	1 800 000	Predefined SITA ICT Procurement	N/A	N/A	N/A	N/A	N/A	N/A	N/A
2	Programme 1	Appointment of a service provider for the provision of the Departmental security guarding services for a period of 12 months.	1 000 000	**Voted**	-	750 000	250 000	-	Open Bid	15-Apr-25	N/A	05-May-25	15-May-25	15-Jun-25	01-Jul-25	30-Jun-26
3	Programme 1	Appointment of a service provider for the provision of the Departmental office furniture audio visual microphone system for Boardrooms, 15 desk microphones and recording system.	1 000 000	**Voted**	-	1 000 000	-	-	Open Bid	15-Apr-25	N/A	05-May-25	15-May-25	15-Jun-25	01-Jul-25	30-Jun-26
4	Programme 1	Appointment of the service provider to render the Personal Suitability Checks for the newly recruited employees.	550 000	**Voted**	-	300 000	250 000	-	Open RFQ	01-Apr-25	N/A	N/A	N/A	30-Apr-25	01-May-25	30-Apr-26
5	Programme 1	Acquiring the service provider to assist the Department with response handling (receiving and sifting of the application of employment).	1 500 000	**Voted**	-	750 000	750 000	-	Open Bid	01-Apr-25	N/A	N/A	N/A	30-Apr-25	01-May-25	30-Apr-26
6	Programme 1	Appointment of a service provider to render Departmental marketing and advertisement through the Billboard Advertising – Link them with Campaign i.e. (G20).	10 000 000	**Voted**	-	5 000 000	5 000 000	-	Open Bid	28-Mar-25	15-Apr-25	N/A	05-May-25	15-May-25	N/A	01-Jul-25
7	Programme 1	Appointment of a service provider to render an Events Management Services, Stakeholder Engagement, and Outreach Campaigns to the Department of Small Business Development (DSBD) for a period of three years (36 months) on 'as and when required basis'.	4 500 000	**Voted**	-	2 500 000	2 000 000	-	Open Tender	N/A	N/A	N/A	N/A	N/A	01-Jul-25	30-Jun-28
8	Programme 1	Provision of Department of Small Business Development Live Streaming Equipment for screaming Departmental meetings, dialogues and other communication activities.	800 000	**Donor**	-	800 000	-	-	Open RFQ	N/A	N/A	N/A	N/A	N/A	N/A	N/A
9	Programme 1	Appointment of a Service provider to supply and deliver Pool Vehicles for Department of Small Business and 1 vehicle for the Deputy Minister Ministerial vehicles.	7 400 000	**Voted**	2 000 000	1 800 000	1 800 000	1 800 000	RT57 Transversal Contract	N/A	N/A	N/A	N/A	N/A	N/A	N/A
10	Programme 1	Appointment of a Service Provider for the Provision of Departmental Travel Lodge Card for a period of 36 Months.	71 924 000	**Voted**	-	22 584 000	23 892 000	25 448 000	Open Tender	12-Feb-25	07-Mar-25	28-Mar-25	28-Apr-25	30-May-25	01-Jun-25	31-May-28
11	Programme 2	Appointment of a service provider to assist the Department of Small Business Development in implementing the pilot project for small enterprise development on medicinal cannabis and industrial hemp.	1 500 000	**Voted**	-	1 500 000	-	-	Deviation: CSIR	N/A	N/A	N/A	N/A	N/A	N/A	N/A
12	Programme 2	Appointment of a service provider to assist the Department of Small Business Development with the development of Cannabis Sector Support Plan (CSSP) in support of Co-operatives and Micro, Small and Medium Enterprises.	500 000	**Voted**	-	500 000	-	-	Open RFQ	N/A	N/A	07-Aug-25	20-Aug-25	18-May-25	01-Jun-25	31-Aug-25
13	Programme 2	Appointment of a Technical Expert Service Provider to assist the Department of Small Business Development (DSBD) to Conduct Value Chain Analysis of the Wholesale and Retail Industry in the Tertiary Sector.	500 000	**Voted**	-	500 000	-	-	Open RFQ	N/A	N/A	14-Aug-25	25-Aug-25	20-May-25	01-Jun-25	31-Oct-25

The Accounting Officer/ Authority declares that he/she has engaged with the Executive Authority who concurs with and has approved this Procurement Plan.

Accounting Officer /Authority Signature

24 March 2025

Date