



Inombolo yefayili: 6/2/2/1

Isalathiso: 20240220-1790

INGcaciso eMfutshane yeCandelo lokuXhasa amaZiko ngeZibonelelo: 0007/2024

Iya: KuBalawuli abaziiNtloko, kuBalawuli (kwaNdlunkulu nakwii-ofisi zezithili), kwiiNgcali zeMfundo eziziiNtloko, kwiiNtloko zokuNika iNkxaso kwiKharityhulam, kuBaphathi beeSekethe, kwiiNtloko zoLawulo nokuPhathwa kwamaZiko, kumaSekela eeNgcali zeMfundo eziziiNtloko, kuBacebisi ngeZifundo nakwiiNqununu zawo onke amaziko emfundo

Isihloko: Isikhokelo sokuthengwa kwefenitshala nezixhobo zokusebenza ukulungiselela owama-2025

- Inkqubo yokubeka phambili ngokokubaluleka nokuthengwa kwefenitshala nezixhobo zokusebenza zezikolo**
 - Ikhathalogu yokuthengwa kwefenitshala iquka ii-ayithem eziyi-30 zefenitshala yesikolo neekhomponenti eziyi-22 kuxwebhu oluqhotyoshelweyo (isiHlomelo A). Zonke izicelo zefenitshala nezixhobo zokusebenza ezisuka kwizikolo ezikhoyo mazingeniswe ngefom echanekileyo. Le fom yesicelo mayingeniswe kumphathi wesekethe wesikolo ungadlulanga owe- 08 Matshi 2024.
 - Makwenziwe isicelo sefenitshala kwifom yeSebe leMfundo leNtshona Koloni (WCED 026A form (isiHlomelo B) yaye mayisayinwe ngabo bonke abasayinayo abachaphazelekayo.
 - Izixhobo mazithengwe kwifom WCED 026B form (isiHlomelo C) yaye mayisayinwe ngabo bonke abasayinayo abachaphazelekayo.
 - Ezi khomponenti zefenitshala zingentla (22) mazi-odolwe kuphela zizikolo ezineekhomponenti ezophukileyo/ezonakeleyo zeplanga (broken/damaged wooden components) ezifuna ukuzilungisa/ukuzenza ntsha kwakhona.
 - Amagosa ezithili ekudluliselwe amagunya kuwo aya kuhlola izicelo zefenitshala nezezixhobo zokusebenza kwisekethe nganye yaye baqulunqe uluhlu lwee-ayithem ezibalulekileyo ngokungqinelana nebhajethi efumanekayo. Olu luhlu lwee-ayithem ezibalulekileyo luya

kuthunyelwa kwiCandelo eliyiNtloko leZithili ungadlulanga owe- 05 Apreli 2024 ukwenzela ukuvunywa kwalo.

- 1.6 Amagosa ekudluliselwe kuwo amagunya kwii-ofisi zezithili aya kwazisa izikolo ngencwadi ebhaliweyo ukuba ngaba izicelo zazo okanye inxalenye yazo ivunyiwe, zifakelwe izilungiso, okanye azivunywanga.
- 1.6 Ezi ayithem ziya kuthengwa kusetyenziswa inkqubo yeziniki-maxabiso yaye izikolo ziya kukwaziswa ngokunjalo.
- 1.7 Izikolo mazibalandelele abaphathi beesekethe abachaphazelekayo ukwenzela ukuba ziqonde ukuba yeyiphi na ifenitshala okanye izixhobo zokusebenza ezikuluhlu lwezinto ezibalulekileyo.
- 1.8 Ukufakwa kwee-odolo zefenitshala ezivunyiweyo nezixhobo zokusebenza kuya kuqaliswa ngomhla we- 08 Apreli 2024.

2. **Ithuba lokusebenza kwewaranti nefenitshala eyonakeleyo**

- 2.1 Ifenitshala nezixhobo zokusebenza zinewaranti yonyaka omnye ukususela kumhla wokusiwa kwazo ezikolweni.
 - 2.1.1 Izikolo ezifumana ifenitshala okanye izixhobo zokusebenza ezonakeleyo okanye ezophukileyo mazazise uNdlunkulu kwangethuba ngokungenisa ingxelo ebhaliweyo kule dilesi ye-imeyili: Moya.Paterson@westerncape.gov.za.
 - 2.1.2 ISebe i-WCED liya kubonisana nomthengisi ukwenzela ukuba benze amalungiselelo okutshintsha ifenitshala nezixhobo zokusebenza ngokukhawuleza kangangoko kunako.
- 2.2 Ifenitshala okanye izixhobo zokusebenza ezonakeleyo ezinokulungiswa mazigcinwe kakuhle ukuthintela ukuba zingonakali kwakhona.
- 2.3 Izikolo zinoku-odola iikomponenti kwikhathalogu yefenitshala ukuze zilungise nayiphi na ifenitshala enesiphene okanye eyonakeleyo ezinayo.
- 2.4 Ukuba izikolo zi-odola ifenitshala ngqo kumthengisi, isikolo siya kuba noxanduva lokuhlawula ezo odolo.
- 2.5 Izikolo zinokusebenzisa isabelo sazo saqho ngonyaka semimiselo nemigangatho yolwabiwomali (*annual norms and standards allocation*) neemali zesikolo ukuthenga kunye/okanye ukulondoloza ifenitshala nezixhobo zokusebenza ebezingafakwanga kuluhlu lwezinto ezibalulekileyo zii-ofisi zezithili zazo.

3. **Ukulawulwa kwefenitshala nezixhobo zokusebenza ezikolweni**

- 3.1 Izikolo maziseke ikomiti yokusingatha ukuthengwa kweempahla neenkondo (*procurement committee*) eya kuba noxanduva lokugcina iirekhodi ezihlaziyiweyo zefenitshala nezezixhobo zokusebenza.
- 3.2 Ifenitshala kunye/okanye izixhobo zokusebenza ezingasetyenziswayo mazicinywe yaye zichithwe emva kokuba kuthathwe isigqibo ngazo kwintlanganiso engokuchithwa kweempahla. Imizuzu mayibonise isigqibo esilolu hlobo yaye mayigcinwe kwiirekhodi.
- 3.3 Ikopi yemizuzu ekubhekiswa kuyo kumhlathi 3.2 mayithunyelwe kule dilesi ye-imeyili Moya.Paterson@westerncape.gov.za ukuqinisekisa ukuba iCandelwana leFenitshala neZixhobo zoKusebenza lizihlaziya qho iirekhodi ezikwikhompyutha zefenitshala nezixhobo zokusebenza ezikwi-CEMIS.

4. **ISistim ye-CEMIS**

- 4.1 Yonke ifenitshala nezixhobo zokusebenza ezisiwe ezikolweni ziya kufakwa kwikhompyutha kwisistim ye-CEMIS ngabasebenzi beCandelwana leFenitshala neZixhobo zoKusebenza.
 - 4.2 Izikolo mazizihlaziye iirekhodi ze-inventri zazo qho ngonyaka nekufuneka ziquke ifenitshala eyongezelelweyo ethengwe ngeemali zazo, istokhwe esikhoyo nefenitshala echithiweyo (*disposed*) kwanezinto ezishotayo.
 - 4.3 Ezi rekhodi mazisetyenziselwe ukuqaphela imfuno yesikolo yokongezelela ifenitshala nezixhobo zokusebenza.
 - 4.4 Ukwenzela ukuba zigcinwe ngokukhuselekileyo zingabiwa ii-asethi, kukhuthazwa izikolo ukuba ziyibhale ngokucacileyo yonke ifenitshala nezixhobo zokusebenza.
5. Niyabulelwa ngentsebenziswano yenu.

ISAYINWE: NGU-MS ABRAHAMS

USEKELA MLAWULI-JIKELELE WOCWANGCISO LWEMFUNDO

UMHLA: 2024-03-08