



PROJECT REPORT

SERVICES SETA

STAR SIGN AND PRINT

PROC T474

1. **BACKGROUND**

- 1.1 Since 2018, OUTA has been investigating corruption and mismanagement in the Sector Education and Training Authorities (SETAs). In January 2019, OUTA submitted a request for information in terms of the Promotion of Access to Information Act 2 of 2000 (PAIA) to Services SETA (SSETA), requesting specific information on several tenders that were awarded by SSETA. One of the bids OUTA requested information on was PROC T474 – The appointment of a creative design agency for the development and production of SSETA's branding and marketing materials.
- 1.2 OUTA didn't receive any of the information requested in terms of PAIA. Only after a lengthy but successful court application on the Grayson Reed tender against SSETA, did SSETA hand over the requested documentation on PROC T474 as well.
- 1.3 The documents received enabled OUTA to do further investigations into and analysis of the bid that were to provide SSETA with marketing material. The contract ended up costing the taxpayer R28 million.
- 1.4 OUTA received the following documents from SSETA in November 2022 regarding Bid No: PROC T474:
- Tender Compliance Checklist
 - Bid Proposal Document
 - BEC/ BAC Evaluation and Recommendation Report
 - BAC Report
 - SLA and Letter of Award
 - Invoices and Proof of Payment
- 1.5 OUTA also retrieved other documents and information relevant to the specific bid to do an investigation and analysis of the bid and to support the findings.

2 ADVERTISEMENT

- 2.1 According to the Bid Evaluation Committee (BEC) report, the bid was advertised in the City Press and Sowetan newspapers. Copies of the advertisements were not submitted by SSETA to OUTA and hard copies of the advertisements could not be traced.
- 2.2 OUTA did however obtain a copy of the advertisement in the Government Tender Bulletin of Bid No PROC T474. The bid was advertised in the Government Tender Bulletin in the publication of 01 December 2017. The bid was described as “Appointment of a creative design agency for the development and production of Services SETA’s branding and marketing materials” with a closing date of 11 December 2017 at 11:00. See attached screenshot of the relevant page in the Government Tender Bulletin of 01 December 2017.

116 No. 2993

GOVERNMENT TENDER BULLETIN, 1 DECEMBER 2017

DESCRIPTION	REQUIRED AT	TENDER NO	CLOSING DATE
<p>PROC T474 - Appointment of a creative design agency for the development and production of the Services SETA’s branding and marketing materials.</p> <p><i>Meeting/Briefing Session:</i></p> <p><i>Bids obtainable from:</i> Documents can be downloaded on the website www.serviceseta.org.za, <i>Cost of Documents:</i> Free, <i>Payment Details:</i> N/A, <i>Notes:</i> N/A.</p> <p><i>Post or Deliver Bids to:</i> Check address on the Bid document. No late submissions will be considered. Submissions should be delivered into bid box or couriered to : Senior Manager : Supply Chain Management , Ristone Office Park ,Parktown , Johannesburg . The bid is open during office hours : Monday - Thursday ; 08h00-1600</p> <p><i>For technical information please contact: . Hours:</i> Monday - Thursday : 08h00- 16h00 and Friday 08h00-15h00.</p> <p><i>For completion of bid documents please contact:</i> Jabulani Kunene, <i>Tel:</i> 011 276 9723, <i>Fax:</i> 086 242 1857, <i>Email:</i> jabulanik@serviceseta.org.za; tenders@serviceseta.org.za, <i>Hours:</i> Monday - Thursday : 08h00-16h00 and Friday 08h00-15h00.</p> <p>One advertisement for One (1) tenders.</p>	<p>Gauteng: Service Seta Education and Training Authority: Service SETA</p>	<p>BID REFERENCES: PROC T 474</p>	<p>2017-12-11 at 11:00</p>

- 2.3 Although the BEC and BAC reports stated that the bid was advertised for a duration of 21 working days, the advertisement in the Government Tender Bulletin was only published for 11 calendar days before the closing date. This is not in compliance with Treasury Regulation 16A 6.3 which states that bids are to be advertised in at least the Government Tender Bulletin for a minimum period of 21 days before the closing date, except in urgent cases when bids may be advertised for such shorter period as the accounting officer or

accounting authority may determine. There was no urgency declared for this bid.

- 16A6.3 The accounting officer or accounting authority must ensure that –
- (a) bid documentation and the general conditions of a contract are in accordance with –
 - (i) the instructions of the National Treasury; or
 - (ii) the prescripts of the Construction Industry Development Board, in the case of a bid relating to the construction industry;
 - (b) bid documentation include evaluation and adjudication criteria, including the criteria prescribed in terms of the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000) and the Broad Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
 - (c) bids are advertised in at least the *Government Tender Bulletin* for a minimum period of 21 days before closure, except in urgent cases when bids may be advertised for such shorter period as the accounting officer or accounting authority may determine;
 - (d) awards are published in the *Government Tender Bulletin* and other media by means of which the bids were advertised;
 - (e) contracts relating to information technology are prepared in accordance with the State Information Technology Act, 1998 (Act No. 88 of 1998), and any regulations made in terms of that Act;

3 BID EVALUATION

- 3.1 The BEC considered and evaluated the bid on 13 February 2018. The BEC committee members in attendance were Mahlomola Teffo (Chairperson), Sibusiso Dhladha, Siyabonga Ntlantsana, Simon Shaba and Conny Mathebula.
- 3.2 It was reported that a total of 7 bids were received and that all the bids qualified as the bids fulfilled the minimum requirements and short-listing criteria.
- 3.3 Only the bidders who scored 70 out of 100 in the functionality evaluation would proceed to the price and preference evaluation.

3.4 Only one bidder, Star Sign and Print (Pty) Ltd, scored more than 70 during the functionality evaluation. One of the bidders, Busi Ntuli Communication, was scored 73/100 by Sibosiso Dhladla and 67/100 by Siyabonga Ntlantsana while Mr Teffo scored this bidder only 45/100. All the other scores given to bidders by Teffo were within 5 to 6 points of that of the other evaluators, except for Busi Ntuli Communication.

Criterion 2- Functionality

Bidder No.	Name of Bid Applicant	Total Points	Evaluator 1	Evaluator 2	Evaluation 3	Total avg points	Status of Bidder
		Weighted Points	Sibusiso Dhladhla	Mahlomola Teffo	Siyabonga Ntlantsana	Functionality	Accepted or Unacceptable
1	Blackmoon Design and Marketing.	100	70	65	65	66.67	Unacceptable
2	Flash Marketing.	100	68	65	60	64.33	Unacceptable
3	African Proficient Media.	100	63	55	61	59.67	Unacceptable
4	Kgabong Print Works.	100	45	45	48	46.00	Unacceptable
5	Star Sign and Print	100	75	75	73	74.33	Accepted
6	Busi Ntuli Communication.	100	73	45	67	61.67	Unacceptable
7	ACM Communications.	100	55	55	63	57.67	Unacceptable
						61.48	

3.5 Star Sign and Print was the only bidder who advanced to the price and preference evaluation and scored 100/100 with 80 points on price and 20 points on BEE compliance.

3.6 Star Sign and Print's proposed quotation for the list of products provided by SSETA in the Request for Bids, was R6 619 592.72. The lowest and highest prices by the losing bidders were R125 927.52 and R1 725 926.09 respectively. Star Sign and Print's quotation was more than three times higher than the highest losing bidder.

Criterion 2- Functionality

Bidder no	Points for Capacity and competencies and resources and individuals	Points for Methodology and project approach	Points For References	Points for Assignment Experience	Total Points	Average Points	Quoted Amount
1	55	55	60	30	200	66.67	*Non-responsive
2	50	58	55	30	193	64.33	R 633,491.44
3	35	54	50	40	179	59.67	R 1 725,926.09
4	40	53	0	45	138	46.00	R 1 109 703.87
5	50	80	50	43	223	74.33	R 6,619,592.72
6	50	70	35	30	185	61.67	R 125,927.52
7	50	48	30	45	173	57.7	*Non-responsive

- 3.7 The BEC recommended to the BAC that Star Sign and Print (Pty)Ltd (Registration number 2014/094578/07) be awarded the bid PROC T474 for the development and production of SSETA's branding and marketing materials at rate based and subject to price clarification and annual escalation on CPI plus 3% on marketing and branding items.

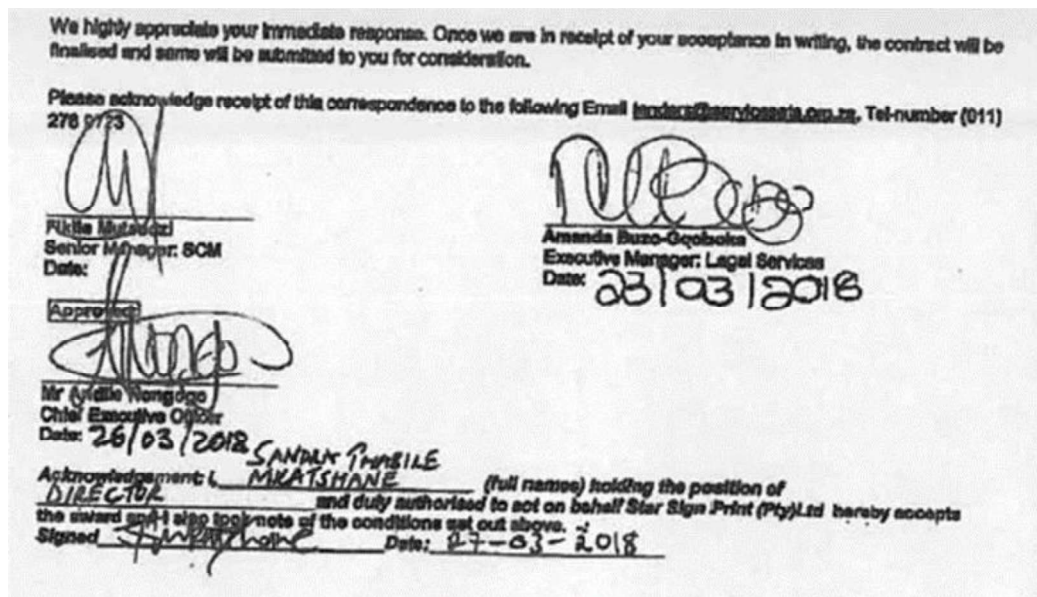
4 **BID ADJUDICATION**

- 4.1 The Bid Adjudication Committee (BAC) considered and evaluated the bid on 5 March 2018.
- 4.2 The BAC reported that the potential successful bidder will be expected to deliver and develop marketing and promotional material for SSETA. In the Request for Bids, SSETA published the list of items that the potential bidders had to submit a quote on.
- 4.3 The only bid to pass the functionality evaluation by the BEC was Star Sign and Print and their total quote for the items on the list was R6 619 592.72. These prices per items were accepted by SSETA. Some of the items later ordered by SSETA did not appear on the list and this aspect will be discussed below.

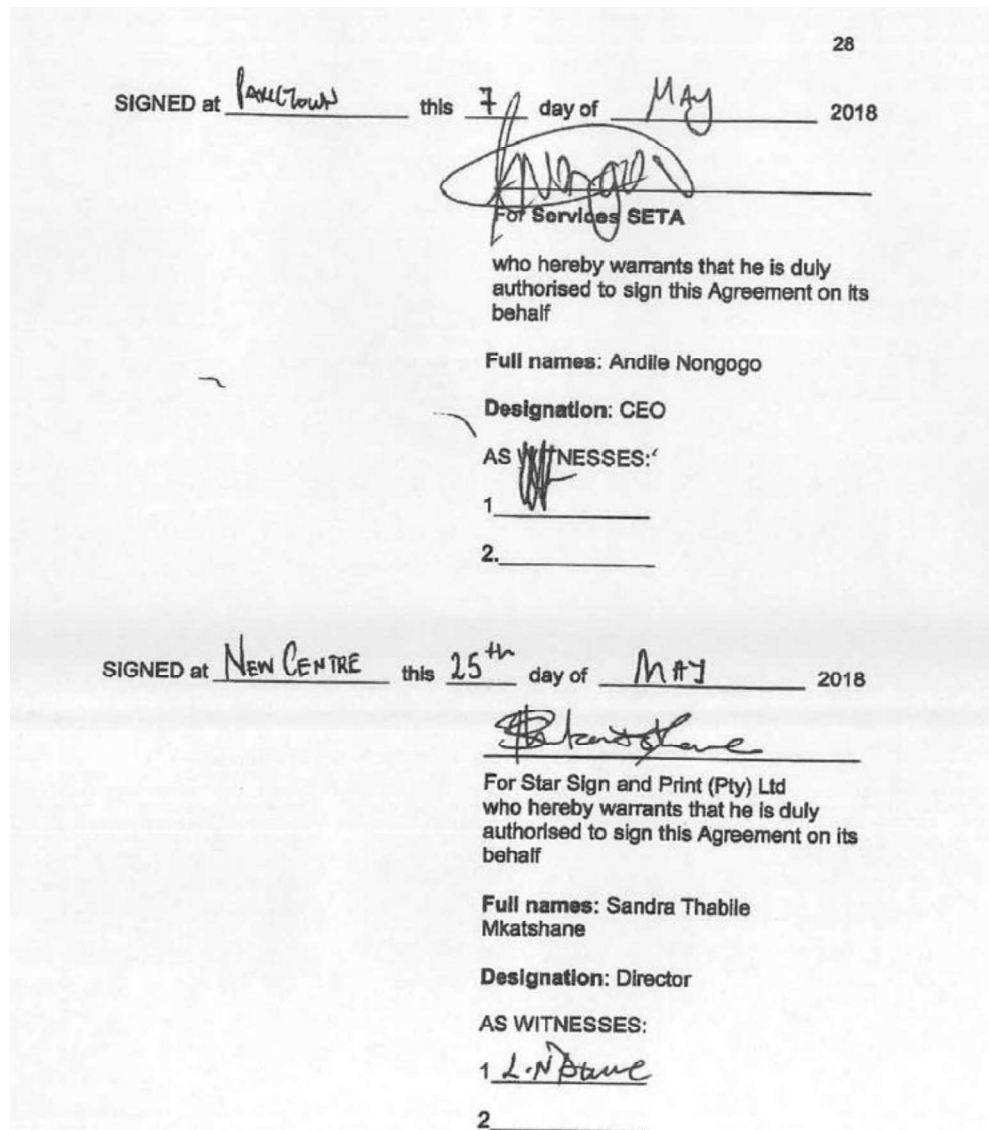
- 4.4 The BAC confirmed that the bid was advertised in accordance with Treasury Regulations. As pointed out above, this was an incorrect statement by the BAC as the advertisement in the Government Tender Bulletin was only published 11 days before the closing date.
- 4.5 The BAC confirmed the findings and recommendations of the BEC and motivated that Star Sign and Print be awarded Bid No PROC T474.

5 LETTER OF AWARD & SERVICE LEVEL AGREEMENT

- 5.1 A letter of award dated 22 March 2018 was signed by the CEO of SSETA, Mr Andile Nongogo on 26 March 2018 and the acknowledgement of receipt was signed by Ms Sandra Thabile Mkatshane in her capacity as a director of Star Sign and Print on 27 March 2018. See attached the screenshot of the letter of reward.



- 5.2 A Master Service Level Agreement (MSLA) was signed by Mr Nongogo on 7 May 2018 on behalf of SSETA and signed by Ms Mkatshane on 25 May 2018 on behalf of Star Sign and Print. See attached screenshot of the signature page.



- 5.3 The MSLA determined *inter alia* the following:
 - 5.3.1 The contract period commenced on 27 March 2018 until 31 March 2020;
 - 5.3.2 The deliverables were the items defined and amplified in the attached list (Annexure B) to the MSLA;
 - 5.3.3 The responsible Project Manager from SSETA for the duration of the project was Mr Tsheola Matsebe;

- 5.3.4 The responsible person from Star Sign and Print was Ms Sandra Thabile Mkatshane;
- 5.3.5 VAT means value added tax levied on the supply of goods and services rendered by the Receiver in terms of the Value Added Tax Act, 1991 as amended and all monies transferred by SSETA to Star Sign and Print were already inclusive of VAT;
- 5.3.6 The parties have agreed that the service provider will develop and produce the SSETA's branding and marketing materials and other related services/deliverables timeously and on a price determined and obtained through the tender bid process as approved;
- 5.3.7 Star Sign and Print shall not abandon, transfer, cede, assign any right or obligation arising out of this agreement to any third party without the written approval of SSETA; and,
- 5.3.8 The breakdown of the project value or fees is captured in Annexure E1 attached to the MSLA.

6 BID PROPOSAL - STAR SIGN AND PRINT

- 6.1 The bid proposal submitted by Star Sign and Print was analysed by OUTA.
- 6.2 Although all the bid documents were signed by Ms Sandra Mkatshane on 27 November 2017, some of the attachments were dated later than the date of signature which suggest that she could not have verified the attachments (e.g. tax clearance certificate, CSD report) on the date the bid documents were signed.
- 6.3 The Supplier Declaration Form was also signed by Ms Mkatshane on 27 November 2017 although the Commissioner of Oaths only commissioned it on 10 December 2017. A deponent should sign a document in front of a Commissioner of Oath so that that the two signatures will be made on the

same day and in each other's presence. See attached the screenshot of the signature page.

Duly Authorised To Sign For And On Behalf Of Firm / Organisation			
Name	SANDRA THABILE MKATSHANE	Designation	DIRECTOR
Signature		Date	27-11-2017

Stamp And Signature Of Commissioner Of Oath			
Name	MC KGAYWE	Date	10/12/2017
Signature		Telephone No.	011 315 0021

NB: Please return the completed Supplier Declaration Form (SDF) together with the required supporting documents mentioned above to the SSETA, SCM office.

2. VENDOR TYPE OF BUSINESS

COMMISSIONER OF OATHS
 MOLATLHEGI KHUNOU KGAYWE CA (SA)
 EAVE RISK
 565 NUPEN CRESCENT

6.4 The Bid Proposal Document required that proof of the supplier's B-BBEE status level be submitted. Ms Mkatshane declared that a certificate of a verification agency accredited by the South African Accreditation System (SANAS) issued the certificate, namely the SAPS. See attached screenshot.

Has a proof of B-BBEE Status Level Contributor been submitted? (SBD 6.1) Yes or No

If yes, who was the certificate issued by?

- An Accounting Officer as contemplated in the Close Corporation Act (CCA);
- A Verification Agency Accredited by the South African Accreditation System (SANAS);
South African Police Service (SAPS)
- A Registered Auditor

(A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE)

- 6.5 Instead of a certificate, Ms Mkatshane submitted a sworn affidavit deposed to by the co-director of Star Sign and Print, Ms Tsegofatso Boikanyo and commissioned by a South African Police Service officer. Although this is in accordance with the requirements of the Department of Trade and Industry (DTI) codes and in accordance with the Bid Proposal Documents, no proof of the annual turnover was submitted with the affidavit.
- 6.6 When Star Sign and Print's references for previous work done are taken into consideration, it is difficult to believe that the company had a turnover of less than R10 million for the 2017 financial year, especially if the proposed price list is used as a guideline for Star Sign and Print's costs for services. Despite the abovementioned, Ms Mkatshane declared in the bid documents that Star Sign and Print did not have Value Added Tax (VAT) registration number. See attached screenshot of the relevant page.

NAME OF BIDDER	STAR SIGN AND PRINT (PTY) LTD
POSTAL ADDRESS	18 HULBERT ROAD, NEW CENTRE JOHANNESBURG, 2001
STREET ADDRESS	18 HULBERT ROAD, NEW CENTRE JOHANNESBURG, 2001
TELEPHONE NUMBER	011 493 0180
CELLPHONE NUMBER	062 352 1901
ACSIMILE NUMBER	086 605 3029
E-MAIL ADDRESS	info@starsignandprint.co.za
VAT REGISTRATION NUMBER	N-A

- 6.7 She also declared in the bidding documents that Star Sign and Print had an annual turnover of between R1 million and R5 million for the 2017 financial year. See attached screenshot of the relevant page.

2.2	What is your company's annual turnover (excluding VAT)? *								
<R20k	>R20k <R0.3 m	>R0.3 m <R1m	>R1m <R5m	>R6m <R10m	>R11 m <R15 m	>R16 m <R25 m	>R26 m <R30 m	>R31 m <R34 m	>R35m
			✓						

6.8 According to the South African Revenue Services (SARS), a vendor must register for VAT when the value of taxable supplies made in any consecutive 12 month period exceeded or is likely to exceed R1 million; or where in terms of a written contractual obligation, the value of taxable supplies to be made in a 12 month period will exceed R1 million. Star Sign and Print declared a turnover of more that R1 million a year and therefor it should have been registered for VAT.

6.9 Should the vendor fail to register, the VAT Act would deem all of the prices charged by the vendor after his liability for registration came into existence, to include VAT at 14% (rate at the time of the services rendered to SSETA). This would be the case irrespective of whether VAT was in fact charged by the vendor. SARS would therefore be entitled to recover 14% from all prices charged by the company from the date the company should have been registered as a vendor. The 14% retrospective recovery of VAT from the prices charged by the vendor may eliminate all of the vendor's profits even before considering the penalties and interest that the vendor could be subject to. These penalties include inter alia:

- A 10% penalty of the amount of the VAT that was not paid;
- Interest at the prescribed rate on the amount of VAT that was not paid;
- The potential imposition of an understatement penalty.

- 6.10 A VAT Vendor search revealed that Star Sign and Print is currently registered for VAT. The date of registration is however not published by SARS. If Star Sign and Print did not submit VAT returns for the time period of this tender, it should be reported to SARS.

v1.0.5

VAT Vendor Search

Note: You need a valid Vat Number or an Exact VAT Trading Name. [Help](#) for more information. **Click on**

VAT Number:	<input type="text"/>
VAT Trading Name:	<input type="text" value="Star Sign and Print"/> <input type="button" value="Search"/>

VAT Trading Name	VAT Registration Number	Office
STAR SIGN AND PRINT	4450283264	PRETORIA

- 6.11 Star Sign and Print submitted several references of previous assignments and work done. The information was backed up by illustrations and pictures of



products that were delivered to different clients. Some of the products in the pictures could however not have been produced by Star Sign and Print. The printing for EY of a bid proposal was dated 2013, while Star Sign and Print was only registered in 2014.

6.12 The same issue was detected for another example of printing that was done for EY, where the document was dated 2012.

6.13 The sector skills plan allegedly produced for SASSETA was dated 2013/14 and it is possible that this document was printed before Star Sign and Print was registered and fully in business.



Brief: Design, Print and distribute a sector skills plan For SASSETA
Work: Printed collateral, Banners and other supporting event products
Client: SASSETA

6.14 The bid documents confirmed that Sandra Thabile Mkatshane and Tsegofatso Boikanyo are the directors and shareholders of Star Sign and Print. See attached screenshot below. A detailed discussion regarding these two directors, their spouses and business associates will be given below.

3.4 List Details of current partners, proprietors and shareholders by name, identity number, citizenship, status and ownership as relevant: *								
SURNAME & INITIALS	IDENTITY NUMBER	CITIZENSHIP	HDI	DIS - ABLE D	GENDE R	DATE OF OWNERSHIP	% OWN ED	% VOTIN G
Mbatshane S.T	87123103 41088	South African	YES	NO	Female	13-05/2014	50%	50%
BAIKANYO T	87012708 97080	South African	YES	NO	Female	13-05/2014	50%	50%

7 INVOICES, DELIVERY NOTES AND PROOF OF PAYMENT

7.1 Between 17 May 2018 and 12 June 2018, Star Sign and Print submitted delivery notes to the total value of R28 963 429.60 to SSETA. Invoices were prepared and submitted for the same amount. SSETA made payments to Star Sign and Print for the full amount.

7.2 The invoices, delivery notes and payment remittances show that the following items were purchased by SSETA:

- 17 000 T-shirts
- 15 000 Golf shirts
- 31 000 Caps
- 32 000 Lanyards
- 31 000 USB's
- 20 000 Note Pads
- 2 000 Pens
- 2 000 String Bags
- 1 000 Key Holders
- 1 000 Pencil Cases
- 1 000 Rulers

7.3 SSETA ordered items which were not included on the price list in the bid documents. The following items were ordered by SSETA which did not appear on the price list provided by Star Sign and Print and therefore no price indication is available. The prices of certain items will be discussed later in this report.

- T-shirts
- Golf Shirts
- Caps
- Lanyards
- USB's

7.4 Below is a breakdown of the dates of quotations, delivery notes, invoices and proof of payments.

QUOTATIONS			DELIVERIES		INVOICES			PAYMENTS	
Quote No & items	Date Prepared by SS&P	Date Received by SSETA	Delivery Note No	Goods received by SSETA	Invoice No	Date Prepared by SS&P	Date Received by SSETA	Payment Date	Amount
50053	15-May-18	15-May-18	0101	17-May-18	100055	22-May-18	13-Jun-18	18-Jun-18	1 638 267,20
1000 T-Shirts									
1000 Caps									
1000 Pens									
1000 USB									
1000 Key Holders									
1000 Lanyards									
1000 String Bags									
50056	17-May-18	17-May-18	0104	24-May-18	100058	24-May-18	24-May-18	18-Jun-18	800 690,00
1000 Pens									
1000 T-Shirts									
1000 Lanyards									
1000 Pencil cases									
1000 Rulers									
1000 String Bags									
50065	15-May-18	15-May-18	0032	11-Jun-18	100067	06-Jun-18	12-Jun-18	12-Jun-18	5 419 892,60
30000 Caps									
50068	15-May-18	15-May-18	0036	12-Jun-18	100070	06-Jun-18	12-Jun-18	12-Jun-18	5 017 762,60
30000 USB									
50069	16-May-18		0033	11-Jun-18	100071	11-Jun-18	12-Jun-18	12-Jun-18	2 423 792,60
15000 T-Shirts									
50074	16-May-18	16-May-18	0037	01-Jun-18	100076	08-Jun-18	08-Jun-18	12-Jun-18	4 384 292,60
15000 Golf T-Shirts									
50075	15-May-18	15-May-18	0035	11-Jun-18	100077	11-Jun-18	11-Jun-18	12-Jun-18	4 995 082,00
30000 Lanyards									
50078	15-May-18		0027	11-Jun-18	100080	11-Jun-18	11-Jun-18	12-Jun-18	4 283 650,00
20000 Note Pads									
									28 963 429,60

7.5 Although the contract duration for the tender (PROC T474) was for 2 years, SSETA only submitted orders to Star Sign and Print in May 2018. At no time

thereafter did SSETA make use of the services of Star Sign and Print again. The following questions should be asked – Why was there a need for a 2 year contract? Why didn't SSETA order any more items after May 2018? OUTA started asking questions regarding several bids in 2018.

7.6 The amounts paid by SSETA was the total price which included the purchase of the items, the preparation for printing as well as the printing itself. The table below shows the amounts that were paid per item not included on the list in the bidding document.

Item	Number of items ordered	Price per single item
T-Shirts	15 000	R161.58
Golf Shirts	15 000	R292.28
Caps	30 000	R180.66
Lanyards	30 000	R166.50
USB's	30 000	R167.26

7.7 The invoices and payment remittances indicated that the items were purchased by SSETA as promotion material for roadshows.

7.8 All quotations, delivery notes and invoices were signed by Ms Duduzile Mwelase on behalf of SSETA. Ms Mwelase was, at the time of signing the documents, the Senior Manager: Brand Management at SSETA, a position she still occupies.

7.9 All the payment authorisations were signed by Ms Mwelase and the CEO at the time, Mr Andile Nongogo.


7.10 The SSETA Delegation of Authority (DOA) authorised a Senior Manager to authorise transactions up to a maximum amount of R5 million. For transactions exceeding R5 million, the Accounting Authority had to approve it. The orders authorised by Ms Mwelase is above the threshold of her DOA.

7.11 I also analysed the timeline of the events, for example the dates when items were ordered, delivered and paid for as well as the date of signature of the MSLA.

7.12 Each transaction will be discussed on its own below.

7.13 Transaction 1

7.13.1 Quote no **50053** was issued on **15 May 2018** for 1000 T-shirts, 1000 caps, 1000 pens, 1000 USB's, 1000 key holders, 1000 lanyards and 1000 string bags.




QUOTE

Star Sign and Print (Pty) Limited
18 Hulbert Street
New Centre
Johannesburg, 2001
Tel: 011 499 0294
Email: info@starsignandprint.co.za
Email: admin@starsignandprint.co.za

VAT REG NO.:
DATE: 2018/05/15
QUOTE NO: 50053

BILL TO: SERVICES SETA 20 ETON ROAD PARKTOWN JOHANNESBURG, 2000	DELIVER TO: SERVICES SETA 20 ETON ROAD PARKTOWN JOHANNESBURG, 2000
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7.13.2 According to delivery Note no **0101** the items were delivered to SSETA and received by Ms **Duduzile Mwelase** on **17 May 2018**.

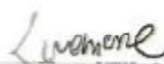
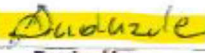


DELIVERY NOTE


18 Hulbert Road
New Centre
Ellif Extension, Johannesburg
Tel: 011 499 0294
Email: info@starsignandprint.co.za
Email: admin@starsignandprint.co.za

Phone #	Fax #	E-mail

N.B ALL GOODS & SERVICES REMAIN THE PROPERTY OF STAR SIGN AND PRINT UNTILL FULL PAYMENT HAS BEEN RECEIVED. NO CLAIMS WILL BE RECOGNISED UNLESS MADE WITHIN 7DAYS AFTER RECEIPT OF GOODS

 Delivered by	17/05/2018 Date
 Received by	17/05/2018 Date

7.13.3 On **22 May 2018** Star Sign and Print prepared an invoice (#100055) for R1 638 267.20. Ms Duduzile Mwelase received the invoice on **13 June 2018**.



TAX INVOICE

Star Sign and Print (Pty) Limited
38 Herbert Street
New Centre
Johannesburg, 2001
Tel: 011 480 0284
Email: info@starsignandprint.co.za
Small: admin@starsignandprint.co.za

VAT REG NO.:
TAX DATE: 2018/05/22
INVOICE NO: 100055

Bank Name	FNB	Subtotal	R1,638,267.20
Branch Code	201510	15% VAT TOTAL	R0.00
Account Name	STAR SIGN AND PRINT (PTY) LTD	Total	R1,638,267.20
Account No	62541370053		

Phone # Fax # E-mail

N.B ALL GOODS AND SERVICES REMAIN THE PROPERTY OF STAR SIGN & PRINT UNTIL FULL PAYMENT HAS BEEN RECEIVED

Must be in line with contract rates


Received by (Name) DUDUZILE Date 13/06/2018

7.13.4 A Payment Advice Form was prepared and signed by Ms Mwelase on **4 June 2018**. It is difficult to understand how she was able to prepare and sign the Payment Advice Form before she even received an invoice. The form was co-signed by Mr Nongogo and the payment was made on **18 June 2018** in the amount of R1 638 267.20.

		TOTAL AMOUNT:	R 1 638 267.20
MANAGER OF DEPARTMENT AUTHORIZATION			
Invoice signed and match against purchase order		Name	DUDUZILE MWELASE <i>A. Nongogo</i>
Invoice matched against deliverables		Signature	<i>Duduzile Mwelase</i>
Is contract still valid, (If not) (contract extension and deviation/condonement letter attached).		Rank	SM :OBM
Supporting documents must be approved by End User:		Date	04/08/2018
<input checked="" type="checkbox"/> POD attached (Proof of delivery note)			
<input checked="" type="checkbox"/> Deliverable report on services rendered or project			
<input checked="" type="checkbox"/> Attendance register or other support documents			
<input checked="" type="checkbox"/> contract related attach full contract and miles stones of contract.			
Comments:			
ACCOUNTS PAYABLE OFFICIAL			
Checklist verified		PROJECT ACCOUNTING RECEIVED	
Invoice posted on Nav		2018-06-18	
Authorised as complete and correct:		NAME:	
Comments		SIGNATURE:	DATE STAMP

7.14 Transaction 2

7.14.1 Quote no **50056** was issued on **17 May 2018** for 100 pens, 1000 T-shirts, 1000 yards, 1000 pencil cases, 1000 rulers and 1000 string bags.



QUOTE


VAT REG NO:
DATE: 2018/05/17
QUOTE NO: 50056

Star Sign and Print (Pty) Limited
18 Hulbert Street
New Centre
Johannesburg, 2001
Tel: 011 493 0284
Email: info@starsignandprint.co.za
Email: admin@starsignandprint.co.za

BILL TO: SERVICES SETA
20 ETON ROAD
PARKTOWN
JOHANNESBURG, 2000

DELIVER TO: SERVICES SETA
20 ETON ROAD
PARKTOWN
JOHANNESBURG, 2000

7.14.2 According to delivery Note no **0104** the items were delivered to SSETA and received by Ms Duduzile Mwelase on **24 May 2018**.



DELIVERY NOTE

VAT REG NO: _____
TAX DATE: _____
INVOICE NO: 100058
BILL TO: SERVICES SETA

18 Hulbert Road
New Centre
Eloff Extension, Johannesburg
Tel: 011 493 0284
Email: info@starsignandprint.co.za
Email: admin@starsignandprint.co.za

DELIVERY NOTE No.....
No 0104

Deliver to: SERVICES SETA

Phone #	Fax #	E-mail

N.B ALL GOODS & SERVICES REMAIN THE PROPERTY OF STAR SIGN AND PRINT UNTILL FULL PAYMENT HAS BEEN RECEIVED. NO CLAIMS WILL BE RECOGNISED UNLESS MADE WITHIN 7DAYS AFTER RECEIPT OF GOODS

Luwemord
Delivered by

24/05/2018
Date

Duduzile
Received by

24/05/2018
Date

7.14.3 On **24 May 2018** Star Sign and Print prepared an invoice (#100058) for R800,690.00. Ms Duduzile Mwelase received the invoice on **24 May 2018**.



TAX INVOICE

Star Sign and Print (Pty) Limited
 38 Indaba Street
 New Centre
 Johannesburg, 2001
 Tel: 011 490 0284
 Email: info@starsignandprint.co.za
 Email: admin@starsignandprint.co.za

VAT REG NO.:
TAX DATE: 2018/05/24
INVOICE NO: 100058

Bank Name	FNB	Subtotal	R800,690.00
Branch Code	201510	15% VAT TOTAL	R0.00
Account Name	STAR SIGN AND PRINT (PTY) LTD	Total	R800,690.00
Account No	62541370053		

Phone #	Fax #	E-mail

N.B ALL GOODS AND SERVICES REMAIN THE PROPERTY OF STAR SIGN & PRINT UNTIL FULL PAYMENT HAS BEEN RECEIVED



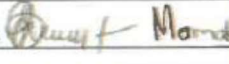
DUDUZILE


Received by (Name)

24 | 05 | 2018

Date

7.14.4 A Payment Advice Form was prepared and signed by Ms Mwelase on **18 June 2018**. I couldn't determine who co-signed the form, but payment was made on **18 June 2018** in the amount of R800 690.

TOTAL AMOUNT:		R 800 690.00
MANAGER OF DEPARTMENT AUTHORISATION		
Invoice signed and match against purchase order	Name	Duduzile Mwelase
Invoice matched against deliverables		
Is contract still valid, (If not) (contract extension and deviation/condonement letter attached).	Signature	
Supporting documents must be approved by Ext User:		
<input checked="" type="checkbox"/> POD attached (Proof of delivery note)	Rank	SM:OBM
<input checked="" type="checkbox"/> Deliverable report on services rendered or project	Date:	18/06/2018
<input checked="" type="checkbox"/> Attendance register or other support documents		
<input checked="" type="checkbox"/> contract related attach full contract and miles stones of contract.		
Comments:		
ACCOUNTS PAYABLE OFFICIAL		
Checklist verified		
Invoice posted on Nav		
Authorised as complete and correct:		
Comments		



NAME: _____

7.15 Transaction 3

7.15.1 Quote no **50065** was issued on **15 May 2018** for 30 000 caps.



QUOTE


Star Sign and Print (Pty) Limited
18 Hulbert Street
New Centre
Johannesburg, 2001
Tel: 011 433 0284
Email: info@starsignandprint.co.za
Email: admin@starsignandprint.co.za

VAT REG NO.:
DATE: 2018/05/15
QUOTE NO: 50065

BILL TO: SERVICES SETA
20 ETON ROAD
PARKTOWN
JOHANNESBURG, 2000

DELIVER TO: SERVICES SETA
20 ETON ROAD
PARKTOWN
JOHANNESBURG, 2000

7.15.2 According to delivery Note no **0032** the items were delivered to SSETA and received by Ms Duduzile Mwelase on **11 June 2018**.



DELIVERY NOTE

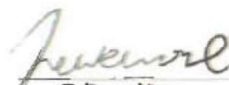
18 Hulbert Road
New Centre
Eloff Extension, Johannesburg
Tel: 011 433 0284
Email: info@starsignandprint.co.za
Email: admin@starsignandprint.co.za


VAT REG NO.:
TAX DATE:
INVOICE NO: 100067

DELIVERY NOTE No:
No 0032


Phone #	Fax #	E-mail

N.B ALL GOODS & SERVICES REMAIN THE PROPERTY OF STAR SIGN AND PRINT UNTILL FULL PAYMENT HAS BEEN RECEIVED. NO CLAIMS WILL BE RECOGNISED UNLESS MADE WITHIN 7DAYS AFTER RECEIPT OF GOODS


 Delivered by _____ Date 11/06/2018


 Received by _____ Date 11/06/2018

7.15.3 On **6 June 2018** Star Sign and Print prepared an invoice (**#100067**) for R5,419,892.60. Ms Duduzile Mwelase received the invoice on **12 June 2018**.



TAX INVOICE

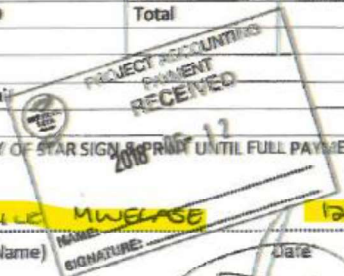

Star Sign and Print (Pty) Limited
18 Hulbert Street
New Centre
Johannesburg, 2001
Tel: 011 499 0294
Email: info@starandprint.co.za
Email: admin@starandprint.co.za

VAT REG NO.:
TAX DATE: 2018/06/06
INVOICE NO: 100067

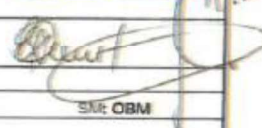

Bank Name	FNB	Subtotal	R 5,419,892.60
Branch Code	201510	15% VAT TOTAL	R0.00
Account Name	STAR SIGN AND PRINT (PTY) LTD	Total	R 5,419,892.60
Account No	62541370053		

Phone # Fax # E-mail

N.B ALL GOODS AND SERVICES REMAIN THE PROPERTY OF STAR SIGN AND PRINT UNTIL FULL PAYMENT HAS BEEN RECEIVED



 Received by (Name) DUDUZILE MWELASE Date 12/06/2018
 SIGNATURE: 

7.15.4 A Payment Advice Form was prepared and signed by Ms Mwelase. Mr Nongogo co-signed the Payment Advice form and payment was made on the same day, **12 June 2018** in the amount of **R5,419,892.60**

		TOTAL AMOUNT:	R 5 419 892.60
MANAGER OF DEPARTMENT AUTHORISATION			
Invoice signed and match against purchase order	Name	Duduzile Mwelase	
Invoice matched against deliverables	Signature		
Is contract still valid, (If not) (contract extension and deviation/condonement letter attached).	Rank	Snr OBM	
Supporting documents must be approved by End User:	Date:		
<input checked="" type="checkbox"/> POD attached (Proof of delivery note)			
<input checked="" type="checkbox"/> Deliverable report on services rendered or project			
<input checked="" type="checkbox"/> Attendance register or other support documents			
<input checked="" type="checkbox"/> contract related attach full contract and miles stones of contract.			
comments:			
ACCOUNTS PAYABLE OFFICIAL			
Checklist verified			
Invoice pasted on Nav			
Authorised as complete and correct:			
Comments:			

7.16 Transaction 4

7.16.1 Quote no **50068** was issued on **16 May 2018** for 30 000 USB's.



QUOTE

Star Sign and Print (Pty) Limited
18 Hulbert Street
New Centre
Johannesburg, 2001
Tel: 011 453 0284
Email: info@starsignandprint.co.za
Email: admin@starsignandprint.co.za

VAT REG NO.:
DATE: 2018/05/15
QUOTE NO: 50068

BILL TO: SERVICES SETA
20 ETON ROAD
PARKTOWN
JOHANNESBURG, 2000

DELIVER TO: SERVICES SETA
20 ETON ROAD
PARKTOWN
JOHANNESBURG, 2000

7.16.2 According to delivery Note no **0036** the items were delivered to SSETA and received by Ms Duduzile Mwelase on **12 June 2018**.



DELIVERY NOTE

18 Hulbert Road
New Centre
Hoff Extension, Johannesburg
Tel: 011 453 0284
Email: info@starsignandprint.co.za
Email: admin@starsignandprint.co.za

DELIVERY NOTE No.....
No: 0036

VAT REG NO.:
TAX DATE:
INVOICE NO:

BILL TO: SERVICES SETA


Deliver to: SERVICES SETA

Phone #	Fax #	E-mail
N.B ALL GOODS & SERVICES REMAIN THE PROPERTY OF STAR SIGN AND PRINT UNTILL FULL PAYMENT HAS BEEN RECEIVED. NO CLAIMS WILL BE RECOGNISED UNLESS MADE WITHIN 7DAYS AFTER RECEIPT OF GOODS		

Delivered by: Lawrence Date: 12/05/2018

Received by: DUDUZILE Date: 12/06/2018

7.16.3 On **6 June 2018** Star Sign and Print prepared an invoice (**#100070**) for R5,419,892.60. Ms Duduzile Mwelase received the invoice on **12 June 2018**.



TAX INVOICE

Star Sign and Print (Pty) Limited
 28 Hubert Street
 New Centre
 Johannesburg, 2001
 Tel: 011 485 1250
 Email: info@starandprint.co.za
 Email: sales@starandprint.co.za

VAT REG NO.:
TAX DATE: 2018/06/06
INVOICE NO: 100070

NAME: _____		SIGNATURE: _____
SIGNATURE: _____		

Bank Name	FNB	Subtotal	R 5,017,762.60
Branch Code	201510	15% VAT TOTAL	R0.00
Account Name	STAR SIGN AND PRINT (PTY) LTD	Total	R 5,017,762.60
Account No	62541370053		

Phone # _____ Fax # _____ E-mail _____

N.B ALL GOODS AND SERVICES REMAIN THE PROPERTY OF STAR SIGN & PRINT UNTIL FULL PAYMENT HAS BEEN RECEIVED

Duduzile
 Received by (Name) _____ Date **12/06/2018**

Received in line with contract terms

7.16.4 A Payment Advice Form was prepared and signed by Ms Mwelase. Mr Nongogo co-signed the Payment Advice form and payment was made on **12 June 2018** in the amount of **R5 017 762.60**, the same day the items were delivered and the invoice submitted.

TOTAL AMOUNT:		R 5 017 762.60
MANAGER OF DEPARTMENT AUTHORISATION		
Invoice signed and match against purchase order	Name	Duduzile Mwelase
Invoice matched against deliverables	Signature	<i>[Signature]</i>
Is contract still valid, (if not) (contract extension and deviation/condonement letter attached).	Rank	SM: OBM
Supporting documents must be approved by End User:	Date:	
<input checked="" type="checkbox"/> POD attached (Proof of delivery note)		
<input checked="" type="checkbox"/> Deliverable report on services rendered or project		
<input checked="" type="checkbox"/> Attendance register or other support documents		
<input checked="" type="checkbox"/> contract related attach full contract and miles stones of contract.		
Comments:		
ACCOUNTS PAYABLE OFFICIAL		
Checklist verified		
Invoice posted on Nav		
Authorised as complete and correct:		
Comments:		

PROJECT ACCOUNTING PAYMENT RECEIVED

2018-06-12

NAME: _____ SIGNATURE: _____

7.17 Transaction 5

7.17.1 Quote no **50069** was issued on **16 May 2018** for 15 000 T-shirts.



QUOTE


Star Sign and Print (Pty) Limited
18 Hulbert Street
New Centre
Johannesburg, 2001.
Tel: 011 493 0294
Civroff: info@starsignandprint.co.za
Email: admin@starsignandprint.co.za

VAT REG NO.:
DATE: 2018/05/16
QUOTE NO: 50069

BILL TO: SERVICES SETA
20 ETON ROAD
PARKTOWN
JOHANNESBURG, 2000

DELIVER TO: SERVICES SETA
20 ETON ROAD
PARKTOWN
JOHANNESBURG, 2000

7.17.2 According to Delivery Note no **0033** the items were delivered to SSETA and received by Ms Duduzile Mwelase on **11 June 2018**.



DELIVERY NOTE


18 Hulbert Road
New Centre
Eloff Extension, Johannesburg
Tel: 011 493 0294
Email: info@starsignandprint.co.za
Email: admin@starsignandprint.co.za


VAT REG NO.:
TAX DATE:
INVOICE NO: 10071

DELIVERY NOTE No: No 0033

Phone #	Fax #	E-mail

N.B ALL GOODS & SERVICES REMAIN THE PROPERTY OF STAR SIGN AND PRINT UNTILL FULL PAYMENT HAS BEEN RECEIVED. NO CLAIMS WILL BE RECOGNISED UNLESS MADE WITHIN 7DAYS AFTER RECEIPT OF GOODS



 Delivered by


 Date

DUDUZILE
 Received by

11/06/2018
 Date

7.17.3 On **11 June 2018** Star Sign and Print prepared an invoice (**#100071**) for R2 423 792.60. Ms Duduzile Mwelase received the invoice on **12 June 2018**.



TAX INVOICE

Star Sign and Print (Pty) Limited
 25 Hubert Street
 New Centre
 Johannesburg, 2001
 Tel: 011 499 0284
 Email: info@starandprint.co.za
 Email: admin@starandprint.co.za

VAT REG NO.:
TAX DATE: 2018/06/11
INVOICE NO: 100071


Bank Name	FNB	Subtotal	R 2,423,792.60
Branch Code	201510	15% VAT TOTAL	R0.00
Account Name	STAR SIGN AND PRINT (PTY) LTD	Total	R 2,423,792.60
Account No	62541370053		

Phone #	Fax #	E-mail

N.B ALL GOODS AND SERVICES REMAIN THE PROPERTY OF STAR SIGN & PRINT UNTIL FULL PAYMENT HAS BEEN RECEIVED


Duduzile
12/06/2018
 Received by (Name) Date

7.17.4 A Payment Advice Form was prepared and signed by Ms Mwelase. Mr Nongogo co-signed the Payment Advice form and payment was made on **12 June 2018** in the amount of **R2 423 792.60**. The items were delivered at SSETA on **11 June 2018** and payment was affected next day.

		TOTAL AMOUNT:	R 2 423 792.60
MANAGER OF DEPARTMENT AUTHORIZATION			
Invoice signed and match against purchase order	Name	Duduzile Mwelase	
Invoice matched against deliverables	Signature		
Is contract still valid, (if not) (contract extension and deviation/condonement letter attached).	Rank	SM/LB/M	
Supporting documents must be approved by End User:	Date:		
<input checked="" type="checkbox"/> POD attached (Proof of delivery note)			
<input checked="" type="checkbox"/> Deliverable report on services rendered or project			
<input checked="" type="checkbox"/> Attendance register or other support documents			
<input checked="" type="checkbox"/> contract related attach full contract and miles stones of contract.			
Comments:			
ACCOUNTS PAYABLE OFFICIAL			
Checklist verified			
Invoice posted on Nav			
Authorised as complete and correct:			
Comments:			

PROJECT ACCOUNTING

PAYMENT RECEIVED

2018-06-12


NAME: _____

SIGNATURE: _____

DATE STAMP

7.18 Transaction 6

7.18.1 Quote no **50074** was issued on **16 May 2018** for 15 000 golf T-shirts.



QUOTE

Star Sign and Print (Pty) Limited
 18 Hulbert Street
 New Centre
 Johannesburg, 2000
 Tel: 011 493 0284
 Email: info@starsignandprint.co.za
 Email: admin@starsignandprint.co.za

VAT REG NO.:
TAX DATE: 2018/05/16
INVOICE NO: 50074

BILL TO: SERVICES SETA
 20 ETON ROAD
 PARKTOWN
 JOHANNESBURG, 2000

DELIVER TO: SERVICES SETA
 20 ETON ROAD
 PARKTOWN
 JOHANNESBURG, 2000

7.18.2 According to Delivery Note no **0037** the items were delivered to SSETA and received by Ms Duduzile Mwelase on **1 June 2018**.



DELIVERY NOTE

18 Hulbert Road
 New Centre
 Eloff Extension, Johannesburg
 Tel: 011 493 0284
 Email: info@starsignandprint.co.za
 Email: admin@starsignandprint.co.za

VAT REG NO.:.....
 TAX DATE:.....
 INVOICE NO: 100074

DELIVERY NOTE No.....
No 0037

Phone #	Fax #	E-mail



N.B ALL GOODS & SERVICES REMAIN THE PROPERTY OF STAR SIGN AND PRINT UNTILL FULL PAYMENT HAS BEEN RECEIVED. NO CLAIMS WILL BE RECOGNISED UNLESS MADE WITHIN 7DAYS AFTER RECEIPT OF GOODS

Delivered by _____
DUDUZILE MWELASE
 Received by


01/05/2018
 Date

01/06/2018
 Date

7.18.3 On **8 June 2018** Star Sign and Print prepared an invoice (**#100076**) for R4,384,292.60. Ms Duduzile Mwelase received the invoice on **8 June 2018**.

		TAX INVOICE		Star Sign and Print (Pty) Limited 25 Hubert Street New Centre Johannesburg, 2000 Tel: 011 468 0284 Email: info@starsignandprint.co.za Email: admin@starsignandprint.co.za	
				VAT REG NO.: TAX DATE: 2018/06/08 INVOICE NO: 100075	
Bank Name	FNB	Subtotal	R 4,384,292.60		
Branch Code	201510	15% VAT TOTAL	R0.00		
Account Name	STAR SIGN AND PRINT (PTY) LTD	Total	R 4,384,292.60		
Account No	6254137053				
Phone #	Fax #	E-mail			
N.B ALL GOODS AND SERVICES REMAIN THE PROPERTY OF STAR SIGN & PRINT UNTIL FULL PAYMENT HAS BEEN RECEIVED					
		DUDUZILE MWELASE		08/06/2018	
		Received by (Name)		Date	

7.18.4 A Payment Advice Form was prepared and signed by Ms Mwelase. Mr Nongogo co-signed the Payment Advice form and payment was made on **12 June 2018** in the amount of **R4 384 292.60**.

		TOTAL AMOUNT:	R 4 384 292.60
MANAGER OF DEPARTMENT AUTHORIZATION			
Invoice signed and match against purchase order	Name:		Duduzile Mwelase
Invoice matched against deliverables	Signature:		
Is contract still valid, (If not) (contract extension and deviation/condonement letter attached).	Rank:		SM: Oshif
Supporting documents must be approved by End User:			
<input checked="" type="checkbox"/> POD attached (Proof of delivery note)	Date:		
<input checked="" type="checkbox"/> Deliverable report on services rendered or project			
<input checked="" type="checkbox"/> Attendance register or other support documents			
<input checked="" type="checkbox"/> Contract related attach full contract and miles stones of contract			
Comments:			
ACCOUNTS PAYABLE OFFICE			
Checklist verified			2018-06-12
Invoice posted on Nav			
Authorised as complete and correct			
Comments:			NAME: SIGNATURE: G/TE ST/MP

7.19 Transaction 7

7.19.1 Quote no **50075** was issued on **15 May 2018** for 30 000 lanyards.



QUOTE


Star Sign and Print (Pty) Limited
18 Hulbert Street
New Centre
Johannesburg, 2001
Tel: 011 483 0284
Email: info@starsignandprint.co.za
Email: admin@starsignandprint.co.za

VAT REG NO.:
TAX DATE: 2018/05/15
INVOICE NO: 50075

BILL TO: SERVICES SETA
20 ETON ROAD
PARKTOWN
JOHANNESBURG, 2000

DELIVER TO: SERVICES SETA
20 ETON ROAD
PARKTOWN
JOHANNESBURG, 2000

7.19.2 According to Delivery Note no **0035** the items were delivered to SSETA and received by Ms Duduzile Mwelase on **11 June 2018**.



DELIVERY NOTE

18 Hulbert Road
New Centre
Eloff Extension, Johannesburg
Tel: 011 483 0284
Email: info@starsignandprint.co.za
Email: admin@starsignandprint.co.za

VAT REG NO.:
TAX DATE:
INVOICE NO: 1000 FX

DELIVERY NOTE No.....
No 0035

Phone #	Fax #	E-mail

N.B ALL GOODS & SERVICES REMAIN THE PROPERTY OF STAR SIGN AND PRINT UNTILL FULL PAYMENT HAS BEEN RECEIVED. NO CLAIMS WILL BE RECOGNISED UNLESS MADE WITHIN 7DAYS AFTER RECEIPT OF GOODS

Louwens
 Delivered by

11/06/2018
 Date

Duduzile
 Received by

11/06/2018
 Date

7.19.3 On **11 June 2018** Star Sign and Print prepared an invoice (**#100077**) for R4,995,082.00. Ms Duduzile Mwelase received the invoice on **11 June 2018**.

TAX INVOICE

Star Sign and Print (Pty) Limited
 240500 Street
 New Center
 Johannesburg, 2001
 Tel: 011 444 4444
 Email: info@starandprint.co.za
 Fax: 011 444 4444

VAT REG. NO.:
TAGI DATE: 2019/06/30
INVOICE NO: 100077

Bank Name:	FNB	Subtotal:	R 4,995,082.00
Branch Code:	240500	15% VAT TOTAL:	R0.00
Account Name:	STAR SIGN AND PRINT (PTY) LTD	Total:	R 4,995,082.00
Account No:	6254180082		

#Issue#: _____ Fax#: _____ E-mail: _____

N.B. ALL GOODS AND SERVICES REMAIN THE PROPERTY OF STAR SIGN & PRINT UNTIL FULL PAYMENT HAS BEEN RECEIVED.

Received by (Name): **DUDUZILE MWELASE** Date: **11/06/2018**

Check it in line with the contract rates

7.19.4 A Payment Advice Form was prepared and signed by Ms Mwelase. Mr Nongogo co-signed the Payment Advice form and payment was made on **12 June 2018** in the amount of **R4 995 082.00**. The 30 000 lanyards were delivered to SSETA on 11 June 2018 and payment was affected the next day.

TOTAL AMOUNT: R 4 995 082.00

MANAGER OF DEPARTMENT AUTHORISATION

Invoice signed and match against purchase order
 Invoice matched against deliverables
 Is contract still valid, (if not) (contract extension and deviation/condonement letter attached).
Supporting documents must be approved by End User:

POI attached (Proof of delivery note)
 Deliverable report on services rendered or project
 Attendance register or other support documents
 contract related attach full contract and miles stones of contract.

Comments:

NAME: **Duduzile Mwelase** Signature: *[Signature]*
 Rank: **SM: CBM**
 Date:

ACCOUNTS PAYABLE OFFICE RECEIVED

Checklist verified
 Invoice posted on Nav
 Authorised as complete and correct.
 Comments:

NAME: _____ SIGNATURE: _____
2018-06-12
 DATE: 27/06

7.20 Transaction 8

7.20.1 Quote no **50078** was issued on **15 May 2018** for 20 000 note pads.



QUOTE


VAT REG NO.:
DATE: 2018/05/15
QUOTE NO: 50078

Star Sign and Print (Pty) Limited
 18 Hulbert Street
 New Centre
 Johannesburg, 2001
 Tel: 011 493 0284
 Email: info@starsignandprint.co.za
 Email: admin@starsignandprint.co.za

BILL TO: SERVICES SETA
 20 ETON ROAD
 PARKTOWN
 JOHANNESBURG, 2000

DELIVER TO: SERVICES SETA
 20 ETON ROAD
 PARKTOWN
 JOHANNESBURG, 2000

7.20.2 According to Delivery Note no **0027** the items were delivered to SSETA and received by Ms Duduzile Mwelase on **11 June 2018**.



DELIVERY NOTE

VAT REG NO.:
 TAX DATE:
 INVOICE NO: **100080**

18 Hulbert Road
 New Centre
 Eloff Extension, Johannesburg
 Tel: 011 493 0284
 Email: info@starsignandprint.co.za
 Email: admin@starsignandprint.co.za

DELIVERY NOTE No.....
No. 0027

Phone #	Fax #	E-mail

N.B ALL GOODS & SERVICES REMAIN THE PROPERTY OF STAR SIGN AND PRINT UNTILL FULL PAYMENT HAS BEEN RECEIVED. NO CLAIMS WILL BE RECOGNISED UNLESS MADE WITHIN 7DAYS AFTER RECEIPT OF GOODS


L. Mwelase
 Delivered by

11/06/2018
 Date

Duduzile
 Received by

11/06/2018
 Date

7.20.3 On **11 June 2018** Star Sign and Print prepared an invoice (**#100080**) for R4,283,650.00. Ms Duduzile Mwelase received the invoice on **11 June 2018**.



TAX INVOICE

Star Sign and Print (Pty) Limited
 33 Hubert Street
 New Centre
 Johannesburg, 2001
 Tel: 011 488 0284
 Email: info@starsignandprint.co.za
 Email: admin@starsignandprint.co.za

VAT REG NO.:
TAX DATE: 2018/06/11
INVOICE NO: 100080

Bank Name	FNB	Subtotal	R 4,283,650.00
Branch Code	201510	15% VAT TOTAL	R0.00
Account Name	STAR SIGN AND PRINT (PTY) LTD	Total	R 4,283,650.00
Account No	62541370053		

Phone #	Fax #	E-mail
---------	-------	--------

N.B ALL GOODS AND SERVICES REMAIN THE PROPERTY OF STAR SIGN & PRINT UNTIL FULL PAYMENT HAS BEEN RECEIVED

Bank in line with contract Rates

DUDUZILE MWELASE
 Received by (Name)

11/06/2018
 Date

7.20.4 A Payment Advice Form was prepared and signed by Ms Mwelase. Mr Nongogo co-signed the Payment Advice form and payment was made on **12 June 2018** in the amount of **R4,283,650.00.00**. The 20 000 notepads were delivered to SSETA on 11 June 2018 and payment was affected the next day.

		TOTAL AMOUNT:	R 4 283 650.00
MANAGER OF DEPARTMENT AUTHORISATION			
Invoice signed and match against purchase order	Name	Duduzile Mwelase	
Invoice matched against deliverables	Signature	<i>[Signature]</i>	
Is contract still valid, (If not) (contract extension and deviation/condonement letter attached).	Rank	SMT: OBM	
Supporting documents must be approved by End User:	Date:		
<input checked="" type="checkbox"/> POI attached (Proof of delivery note)			
<input checked="" type="checkbox"/> Deliverable report on services rendered or project			
<input checked="" type="checkbox"/> Attendance register or other support documents			
<input checked="" type="checkbox"/> contract related attach full contract and miles stones of contract			
Comments:			
ACCOUNTS PAYABLE OFFICIAL			
Checklist verified			
Invoice posted on Nav			
Authorized as complete and correct			
Comments:			
		PAYMENT RECEIVED 2018-06-12 DATE STAMP NAME: _____ SIGNATURE: _____	

- 7.21 As pointed out in paragraph 5.2 above, the MSLA was signed by the SSETA CEO on 7 May 2018, but it only became binding on 25 May 2018 when it was signed by the authorised person of Star Sign and Print on 25 May 2018. All the quotes were issued to SSETA between 15 and 17 May 2018 before there was a contract signed between the parties.
- 7.22 The items on quotes no 50053 and 50056 were delivered on 17 May 2018 and 25 May 2018 before a binding contract was signed.
- 7.23 The SSETA SCM policy applicable at the time states that before payments for goods is approved, the responsible officer must certify that the goods received is in accordance with the order and the general conditions of the contract.
- 7.24 National Treasury Regulations states that all goods received should be verified for quality and quantity against the ordering documents. It further states that records must be kept when goods or items are issued or distributed.
- 7.25 Invoice 100076 was received by Ms Mwelase on 8 June 2018. Invoices 100077 and 100080 were received by Ms Mwelase on 11 June 2018. Invoices 100067, 100070 and 100071 were received by Ms Mwelase on 12 June 2018. All these invoices were paid on 12 June 2018 in the total amount of R26 524 472.40.
- 7.26 Invoices 100055 and 100058 were received by Ms Mwelase on 13 June 2018 and 24 May 2018 respectively and both were paid on 18 June 2018 in the amount of R2 438 957.20.
- 7.27 It is noted that the last 3 invoices were received and paid on the same date, 12 June 2018.
- 7.28 The items referred to on invoices 100067 (30 000 caps), invoice 100071 (15 000 T-shirts), invoice 100077 (30 000 lanyards) and invoice 100080 (20 000 note pads), were all delivered on 11 June 2018 and received by Ms Mwelase.
- 7.29 The following day the items referred to on invoice 100070 (30 000 USB's) were delivered and received by Ms Mwelase.

- 7.30 It is doubtful that Ms Mwelase could have checked and confirmed that she received all the items referred to in paragraph 7.28 and 7.29 above, that she was satisfied as the accountable person who signed the delivery notes that each of the 125 000 items were delivered, verified for quality and quantity as prescribed by National Treasury and that she felt comfortable to sign off a payment advice the next day (in the case of the USB's she signed off on the same day). It is also to be noted that Mr Nongogo felt comfortable to authorise a payment for millions of rands on the same day that some of the invoices were delivered and goods received.
- 7.31 OUTA could not verify that any big roadshow was undertaken by SSETA after the items were delivered and paid for by SSETA. There were also no proof of when and to whom these promotional items were issued or distributed to. OUTA's sources could also not recall any roadshow of significance where these number of items were distributed.
- 7.32 With this huge number of items that was procured, there must be SSETA officials, other than Ms Mwelase, who should be able to give more information on where the items were stored, who took responsibility for the goods and to whom and when it was issued and distributed.
- 7.33 Although the bid documents states that Mr Matsebe was the project leader on this bid, Ms Mwelase was the official who received all the documents from Star Sign and Print. She signed for the quotes, delivery notes, invoices and co-signed the authorisations for payment.
- 7.34 The orders as discussed above, were the only orders submitted by SSETA to Star Sign and Print under Bid No PROC T474 for the duration of the contract period of 2 years. The orders were made shortly after the bid was awarded to Star Sign and Print (approximately 3 months) and thereafter SSETA didn't purchase any other promotional and/ or branded items during the next 21 months. In July 2018 OUTA exposed the high prices paid by SSETA in a media statement.

7.35 I believe it is necessary for SSETA and the officials who were involved with this tender, to be investigated and to provide explanations on several issues regarding this bid and the distribution of the goods.

8 OUTA INVESTIGATION

8.1 It was confirmed in the bid documents that Sandra Thabile Mkatshane and Tsegofatso Boikanyo were the directors of Star Sign and Print and that each held 50% shares in the company. They were also co-directors of a company called Thousand Star Investment (Pty) Ltd and were both appointed in 2018.

8.2 In the Declaration of Interest of the bid documents, Ms Mkatshane declared that neither she, her spouse nor any of the company's directors/ trustees/ shareholders/ members or their spouses, conducted business with the state

2.8 Did you or your spouse, or any of the company's directors / trustees / shareholders / members or their spouses conduct business with the state in the previous twelve months? YES / NO

2.8.1 If so, furnish particulars:

.....
..... N-A
.....

in the previous twelve months prior to submission of the bid. See the below screenshot of the relevant page.

8.3 This declaration of Ms Mkatshane was false.

- 8.4 Ms Tshegofatso Boikanyo (as stated in the bid documents) got married to Mr Thulasizwe Excellent Ntumba on 21 February 2015. Mr Ntumba was a director of Ntumba and Associates Consulting (Pty) Ltd who was part of Ntumba Joint Venture who was awarded a tender (PROC T345) by SSETA on 7 September 2016. The contract expired on 31 March 2018.



AMENDMENT TO THE MASTER SERVICES LEVEL AGREEMENT

Entered into by and between:

Services Sector Education and Training Authority

[A Statutory body formed in terms of the Skills Development Act (No 97 of 1998) and herein represented by **Mr Andile Nongogo** in her capacity as the **CEO**, and he being duly authorised to do so.]

(Hereafter referred to as "Services SETA")

And

NTUMBA JOINT VENTURE Registration no: 2003/02340/07

(A Company registered in terms of the Companies Act (Act 71 of 2008))

(Hereafter referred to as "the Service Provider")


1. INTERPRETATION AND PRELIMINARY:

In this Addendum, unless inconsistent with or otherwise indicated by the context-

"Main Contract"- shall mean the contract entered into between the **Services SETA** and Ntumba Joint Venture on **7th day of September 2016** expired on the **31st day of March 2018**.

8.5 Ms Tshegofatso Boikanyo was appointed on 13 May 2014 as a director of Star Sign and Print when she was still unmarried. When she got married, she did not change her particulars on the company documents at CIPC. The company documents submitted with the bid indicate that her surname was still Boikanyo. This was also not declared by Ms Mkatshane.

Certificate issued by the Companies and Intellectual Property Commission on Wednesday, October 11, 2017 01:09
Certificate of Confirmation


 Companies and Intellectual Property Commission
a member of the ebsi group

Registration number **2014/094578/07**

Enterprise Name **STAR SIGN AND PRINT (PTY) LTD**

Name

Postal Address

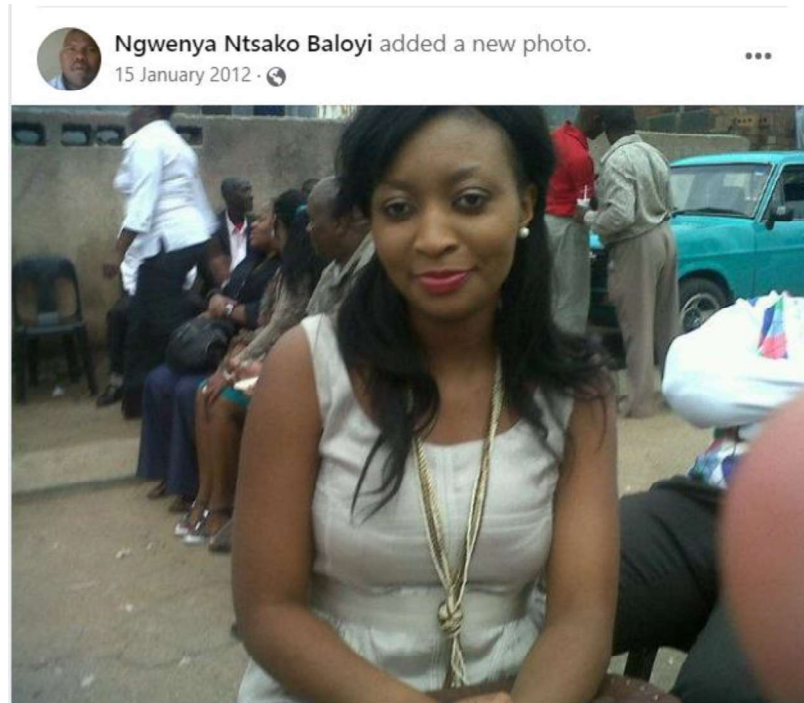
Active Directors / Officers

Surname and first names	ID number or date of birth	Director type	Appoint-ment date	Addresses
MKATSHANE, SANDRA, THABILE	8712310341088	Director	13/05/2014	Postal: PO KWA-XUMA, ZOLA, SOWETO, GAUTENG, 1868 Residential: 83A SIBEKO STREET, ZOLA 3, SOWETO, GAUTENG, 1868
BOIKANYO, TSHEGOFATSO	8701270897080	Director	13/05/2014	Postal: 41 PILGRIMS CRESCENT, ALANGLADES, LONEHILL, GAUTENG, 2192

8.6 Ntumba and Associates Consulting were also awarded several other contracts by state entities prior to and after this declaration.

8.7 Ms Mkatshane got married to Mr Ngwenya Ntsako Baloyi on 7 September 2018. Mr Baloyi has a very active Facebook account (<https://www.facebook.com/ngwenya.baloyi>) where he very often posted pictures and videos of his business activities and social events.

8.8 On 15 January 2012, he posted a picture of Sandra Mkatshane. This suggests that they at least knew each other from 2012.



- 8.9 There are also multiple pictures and videos of his printing business. According to the pictures and the posts of Mr Baloyi, he was (and still is) the beneficial owner of Star Sign and Print, although he is not listed as a director or shareholder.
- 8.10 On 4 November 2016 he posted a picture on Facebook and stated that “*We do all events branding*”. He also gave a contact number for Star Sign and Print (012 8040315). The number was listed by Infobel as that of Star Sign and Print located in Pretoria.

infobelPRO



Star Sign and Print

📍 Voorhamer Street
0184 Pretoria
Gauteng - South Africa

📞 0128040315

8.11 The pictures show various items with SSETA branding. This was more than a year before SSETA awarded a tender to Star Sign and Print.



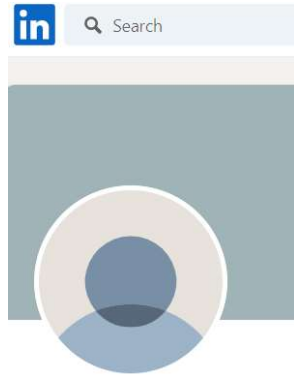
Ngwenya Ntsako Baloyi is with Witbankstarsignand Print and Kagiso Douza Komote.

4 November 2016 · 🌐

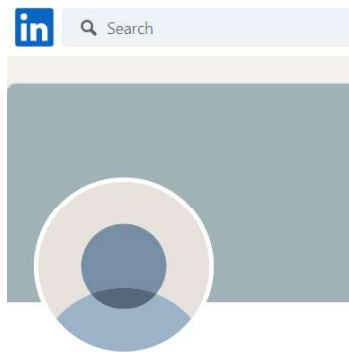
We all do events branding, if you want your event to look like this call us on 0128040315 star sign and print



- 8.12 There are 2 profiles for Mr Baloyi on LinkedIn. The one describing him as the CEO at Star Sign and Print and the other profile describing him as the Group CEO at Five Star Communication.



Ngwenya Baloyi
CEO at Star Sign and print



Ngwenya Baloyi · 3rd
Group CEO at five star communication

- 8.13 SSETA awarded 2 tenders to Five Star Communication and Projects CC (Five Star) before the award to Star Sign and Print. Bid No PROC T277 was awarded to Five Star on 18 August 2015 for a period of 8 months and Bid No PROC T313 was awarded on 31 May 2016 for a period of 18 months. Both awards were for the design, development and supply of promotional items. These tenders are similar to the Star Sign and Print tender.

Five Star Communications and Projects
Unit 2 & 3 Silverpark
186 Voorhamer Street
Silverdale
Pretoria

18 August 2015

info@fivestarc Communications.co.za
Tel. 012 770 3749
Cell: 083 296 9785

Dear Ngwenya Boloyi

LETTER OF AWARD IN TERMS OF BID REFERENCE NUMBER **PROCT277**: APPOINTMENT OF A SERVICE PROVIDER FOR DESIGN, DEVELOPMENT AND PRODUCTION OF PROMOTIONAL ITEMS ON AN AND AS WHEN REQUIRED BASIS FROM DATE OF APPOINTMENT UNTIL 31 MARCH 2016

Your participation in the above mentioned bid is highly appreciated.

The evaluation of bids received has been completed and the Services SETA is pleased to inform you that your application has been accepted, subject to what is set out below:



SERVICES SECTOR EDUCATION AND TRAINING AUTHORITY (SERVICES SETA)

SUBMISSION OF BID AWARD RECOMMENDATION TO THE EXECUTIVE COMMITTEE

APPOINTMENT OF A SERVICE PROVIDER DESIGN, DEVELOPMENT AND SUPPLY OF BRANDED PROMOTIONAL ITEMS AS AND WHEN REQUIRED BASIS FROM DATE OF APPOINTMENT UNTIL 31 MARCH 2016

4.4 Tender award

Recommended service provider*	Five Stars Communication and Projects cc
Period of service	18 months
Proposed Project Amount	R 4 872 699.97 rate based, for quotation purposes
Recommended	R 10 000 000.00, To request EXCO/AA to approve any additional variance amount arises on need bases.

8.14 Five Star Communications and Projects CC with registration number 2007/023136/23 was registered on 5 February 2007. Mr Ngwenya Ntsako Baloyi was the sole member of the Close Corporation. He resigned on 13 May 2010 and Mr Tuwani Justin Mudau and Ms Khombomuni Anania Baloyi were appointed as members. On 5 June 2019 the name was changed to Five Star Farming CC.

8.15 On 23 November 2015 Five Star submitted a delivery note to SSETA for several items. The registration number and business address are clearly visible on the document and correlates with the information as set out above. At the bottom of the document appears Mr Baloyi's contact details. It is evident

that Mr Baloyi was the manager/ owner of the business, although he resigned in 2010.



8.16 On 13 June 2017 Five Star submitted an invoice to SSETA on a similar letterhead in the amount of R1 060 108.39. The attachment to the invoice shows that Five Star was even more outrageous with their prices than Star Sign and Print and that Five Star also did not charge VAT.

8.17 Five Star charged SSETA for example R71 580.00 for 100 golf T-shirts with embroidery, R173 858.00 for 200 branded pens (which calculates to R869.29 a pen) and R17 285.98 for two name tags.



INVOICE

INVOICE NO #	DATE
SETA 134	13/06/2017
CUSTOMER ID	TERMS
564	Net 30 Days
Ship to (if Different)	

BILL TO
 Finance Department
 Services SETA
 20 Eton Road
 Parktown
 (011)2769624

Finance Department
 Services SETA
 20 Eton Road
 Parktown
 011)2769624

Summary	
1 Posters	45 958,00
2 Name tags	17 285,98
3 T shirts - hotelica	67 156,00
4 Business Cards	27 380,00
5 Black Golf T shirts	71 580,00
6 Folder	143 511,24
7 Pens	173 858,00
8 APP	331 026,40
9 Car branding	133 620,80
10 Stamps	7 125,97
11 Power Bank for Chair person	356,00
12 Project Management	41 250,00
Total	1 060 108,39



Ngwenya Baloyi
 Contact: 083 296 9785 | 012 770 3749
 Email: info@fivestarcommunication.co.za

Black Golf T shirts

NO	DESCRIPTION	QTY	UNIT PRICE	AMOUNT
	Purchase of the T shirt	100	278,00	27 800,00
	disk preparation	1	1 650,00	1 650,00
	disk duplication	4	3 850,00	15 400,00
	Embroidary	7800	1,10	8 580,00
	Design and layout	1	18 150,00	18 150,00
				71 580,00
				71 580,00

Pens

NO	DESCRIPTION	QTY	UNIT PRICE	AMOUNT
	Branded Pens Purchased	200	678,00	135 600,00
	Design and layout	1	18 150,00	18 150,00
	Disk preparation	1	1 650,00	1 650,00
	Disk duplication	4	3 850,00	15 400,00
	Disk Presentation	1	660,00	660,00
	Raised printing	200	11,99	2 398,00
				173 858,00
				173 858,00

Name tags

NO	DESCRIPTION	QTY	UNIT PRICE	AMOUNT
	Tag purchased	2	106,00	212,00
	Disk preparation	1	1 650,00	1 650,00
	Disk duplication	4	3 850,00	15 400,00
	raised printing	2	11,99	23,98
				17 285,98
				17 285,98

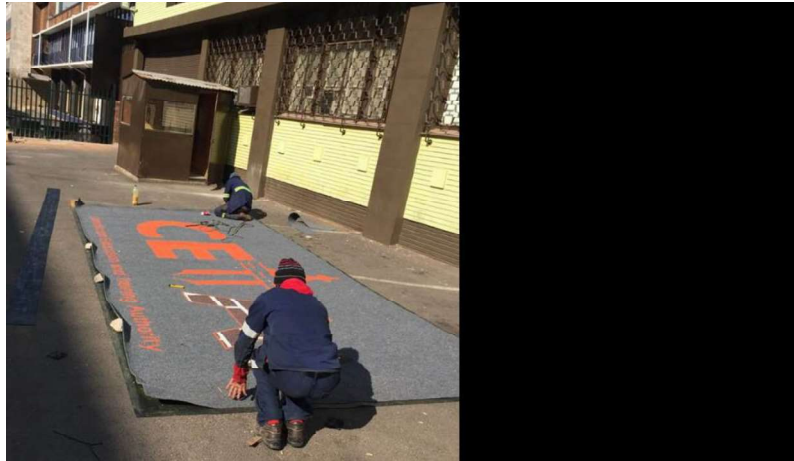
- 8.18 On Mr Baloyi's Facebook page there are also several pictures posted in 2018 of promotional items for Construction SETA (CETA). Five Star was awarded a tender by CETA to provide promotion material to CETA in May 2018. (Bid No 029-2017/18)



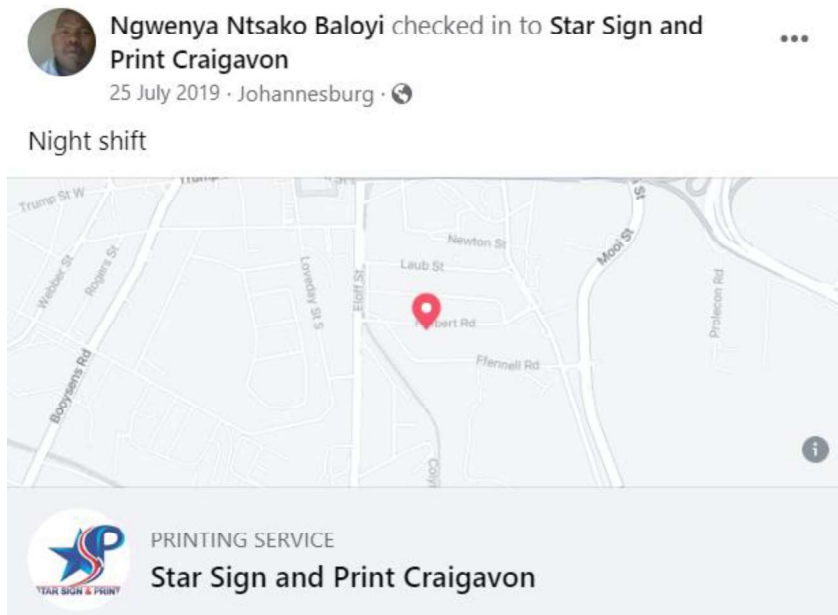
Notification of Bid Awards

BID NO: 029-2017/18 - APPOINTMENT OF AN ENTITY TO PROVIDE PROMOTIONAL MATERIALS FOR THE CETA.

No.	Awarded Bidder	Award Date	Amount incl VAT	BBBEE Level Points	Contract Period
1	Five Star Communications	29 May 2018	As per the pricing schedule	0.00	June 2018 to 31 March 2020



- 8.19 From Mr Baloyi's Facebook account it is clear that from 2016 all production material manufactured and provided to SSETA and CETA was done at the premises of Star Sign and Print with Mr Baloyi being in charge of the business.
- 8.20 On 25 July 2019, Mr Baloyi posted a comment with a location on his Facebook page. The comment is "*Night shift*" and the location is the business address as submitted by Star Sign and Print in their bid documents, Hulbert Road, Johannesburg. Facebook location where Mr Baloyi "checked in" is that of Star Sign and Print Craigavon.



8.21 As recent as 1 May 2020, Mr Baloyi still advertised products of Star Sign and Print on his Facebook page. All these posts, pictures and comments made by Mr Baloyi is more evidence that he was the beneficial owner of Five Star Communications and Star Sign and Print.



8.22 OUTA found that Star Sign and Print and Five Star Communications submitted a bid for the same tender. This practice is prohibited by the Competition Act 89 of 1998. An agreement between or concerted practice by firms, or a decision by an association of firms is prohibited if it is between parties in a horizontal relationship and if the bidders are involved in collusive bidding or bid rigging.

8.23 In September 2018 Star Sign and Print and Five Star Communication both submitted their bids to the Tshwane Economic Development Agency for the appointment of a panel of service providers for the provision of marketing and branding services for a period of 24 months.



Tshwane Economic Development Agency

5th Floor | Anker Building | 1279 Mike Crawford Building | Centurion
PO Box 11751 | Zwartkop | 0051 | Tel: 012 664 2829/3392

NO:03 BID NO:	SERVICE DESCRIPTION	CONTRACTOR	CONTRACT AMOUNT	BEE LEVEL FOR BIDDERS	RECOMMENDED BIDDER	DATE AWARDED
DID: TEDA 01/09/18	APPOINTMENT OF A PANEL OF SERVICE PROVIDERS FOR THE PROVISION OF MARKETING AND BRANDING SERVICES FOR THE TSHWANE ECONOMIC DEVELOPMENT AGENCY (TEDA) AS AND WHEN NECESSARY FOR A PERIOD OF 24 MONTHS	BASADZI PERSONNEL AND MEDIA	N/A	LEVEL 1	RECOMMENDED	10 DECEMBER 2018
		MIGHTY MEDIA		LEVEL 1		
		RED SWITCH MARKETING AND COMMUNICATIONS		LEVEL 1		
		BLACK MAGIC CONSULTING		LEVEL 1		
		MVELO SANE CONSULTING		LEVEL 1		
		FIVE STAR COMMUNICATIONS		LEVEL 1		
		XIPHEMU		LEVEL 1		
		HAMMET PROJECTS & SUPPLIES		LEVEL 1		
		STAR SIGN AND PRINT		LEVEL 1		
		MUZILITE		LEVEL 1		
		RBJ MARKETING SOLUTIONS		LEVEL 1		
		PHASH COMMUNICATION MEDIA ENTERTAINMENT		LEVEL 1		
		MIDDAY SOLUTIONS		LEVEL 1		

8.24 It is also possible that examples of printing done by Star Sign and Print as they submitted it in their bid documents, (refer to paragraphs 6.11 – 6.13 above) was done by Five Star Communication but used as reference material in Star Sign and Print’s bid submission.

- 8.25 Ms Mkatshane (Baloyi) and Mr Baloyi were both directors of a close corporation called Nqhetsolele Consulting CC. Mr Baloyi was appointed in 2007 and resigned in 2010. Ms Mkatshane was appointed in 2011. The couple also shares a residential address in Silver Lakes, Pretoria from 2017.
- 8.26 It is OUTA's submission that Mr Ngwenya Baloyi was at all relevant times the beneficial owner of Star Sign and Print and Five Star Communications and that the two entities were awarded back-to-back tenders by SSETA for providing the same service.
- 8.27 It is further OUTA's submission that Ms Sandra Thabile Mkatshane (Baloyi) made a false declaration to SSETA which led to the award of Bid PROC T474 to Star Sign and Print. If SSETA was aware of the correct facts, the bid should certainly not have been awarded to Star Sign and Print.
- 8.28 If SSETA was aware of the facts and still awarded the tender to Star Sign and Print, the responsible SSETA officials should be held accountable.
- 8.29 OUTA reported this tender (PROC T474) to the Minister of Higher Education, Minister Naledi Pandor at the time. The Minister initiated a forensic investigation into the contract by the National Skills Authority (NSA). The NSA reported back to the Minister on 14 September 2018.
- 8.30 The investigation report was signed by the Acting Executive Officer, Dr Thabo Mashongoane and the purpose was to provide progress and feedback to the Minister on the NSA's investigation into affairs of the SSETA.
- 8.31 The NSA investigation report, to say the least, was of a poor standard and the findings were undoubtedly incorrect.
- 8.32 It was inter alia found by the NSA that SSETA paid Star Sign and Print an amount of R4,283,650.00 for the supply of 20,000 note/ exam pads. The report did not state the number of pages of the exam pads. It is however stated that SSETA paid R140.79 per exam pad each and that the balance of the payment in the amount of R1,467,850.00 was for the printing of the front and back

covers, inner printing, single sided UV vanish and the bounding of each exam pad. This work amounted to R73,39 per exam pad. The total amount including all services related to exam pads, was R214.28 per exam pad.

- 8.33 It was also found by the NSA that SSETA paid R4,995,082.00 for 30,000 lanyards at a price of R165.22 each.
- 8.34 The NSA also found based on the Star Sign and Print invoices that SSETA paid R165.75 for 30,000 USB flash drives. The total amount paid was R5,017,762.60. There is no mention of the size of the flash drive.
- 8.35 The NSA found that the prices charged by Star Sign and Print were reasonable and in line with the market value of the specific items. This finding is with respect not correct.
- 8.36 Desktop research done on 5 July 2022 (4 years after the prices of Star Sign and Print were evaluated by the NSA) the following prices were obtained.

Product	Description and Outlet	Price per item
Exam Pad	Exam Pad 100 sheets punched (EMW Technologies)	R12.00
Exam Pad	Marlin A4 Exam Pad punched 100 pages (Clicks)	R18.99
Exam Pad	Exam Pad 80 sheet faint & margined punched (Treeline)	R30.00
Exam Pad	Croxley Exam Pad (Cartridge Express)	R22.50
Average price for exam pad		R20.87
Lanyards	Bulk Black Break-Away lanyard with swivel clip (Digital Technologies)	R8.06
Lanyards	Durable Blue Badge Holder (Durable)	R39.67
Lanyards	Bulk Lanyards for ID Badges flat lanyard with badge clip swivel hook beebel (Reliable online store)	R11.96
Lanyards	Simple Lanyard (Branded Supplies.co.za)	R7.99
Average price for lanyards		R16.92
USB	Verbatim 32GB USB flash drive (RS Components)	R169.50
USB	SanDisc Ultra Dual 32GB Gray and Silver flash drive (Cameraland)	R129.00
USB	SanDisc Cruzer Blade 32GB flash drive (Matrix Warehouse)	R99.00
USB	SanDisk Cruzer Glide 64Gb flash drive	R199.00
Average price for USB flash drives		R149.13

8.37 Even at current prices it is evident that SSETA was highly overcharged. If the current average prices as indicated above is increased with 25% to include branding on the items, the total amount for all the items is approximately R6 745 625.00.

9 SUMMARY OF FINDINGS

9.1 Bid No PROC T474 was not advertised for 21 days in the Government Tender Bulletin as required by and in compliance with Treasury Regulation 16A 6.3.

9.2 The BAC misled the Accounting Authority by stating that all SCM policies and procedures were followed.

9.3 The scoring during the bid evaluation by Mr Mahlomola Teffo appears suspicious when compared against his scoring of all the bidders and against his co-evaluators.

9.4 Ms Mkatshane signed her declaration about two weeks before the Commissioner of Oaths commissioned the documents. It appears that she did not sign the documents in the presence of the Commissioner and did not state under oath that the contents are true and correct.

9.5 Star Sign and Print declared an annual income of between R1 million and R5 million for the 2017 financial year but failed to register for VAT.

9.6 SSETA ordered items not included in the price list submitted by Star Sign and Print.

9.7 Ms Duduzile Mwelase signed that all items ordered were received. It is possible but improbable that Ms Mwelase verified 125 000 items in a day in order to authorise payment the same day.

- 9.8 Mr Andile Nongogo approved payment of all invoices. Some payments were approved on the same day the invoices were received and the items were delivered.
- 9.9 No evidence of roadshows undertaken in 2018 could be found where the items ordered by SSETA were used promotion material.
- 9.10 No evidence could be found where, when and to whom the promotional items were distributed to.
- 9.11 Ms Mkatshane made false declarations regarding her relationship with Mr Baloyi and Ms Boikanyo's marital status and her relationship with persons who conducted business with the state 12 months prior to the submission of Bid PROC T474.
- 9.12 Mr Ngwenya Baloyi was/ is the beneficial owner of Star Sign and Print (Pty) Ltd and Five Star Communications and Projects CC. The two entities were awarded back-to-back tenders by SSETA to the value of approximately R68 million.
- 9.13 Star Sign and Print and Five Star Communication were involved in restrictive practises as described in the Competition Act 89 of 1998.
- 9.14 The prices paid by SSETA for the items supplied by Star Sign and Print and Five Star Communication were exorbitant.
- 9.15 The findings of the investigation done by the NSA regarding Bid PROC T474 were incorrect.

10 RECOMMENDATIONS

- 10.1 Submit this report to SSETA for a reply on the contents and findings.

- 10.2 Request SSETA to do an internal investigation to determine if all actions by SSETA officials were in accordance with the SSETA SCM policy and National Treasury Regulations.
- 10.3 Request SSETA to notify National Treasury of the findings of OUTA's investigations and submit a request that Star Sign and Print, Five Star Communication (Farming) and their directors be put on the restricted suppliers list.
- 10.4 Notify SARS of the VAT status of Star Sign and Print and Five Star Communications.
- 10.5 Notify SARS regarding Mr Baloyi's beneficial ownership of Star Sign and Print and Five Star Communications to enable SARS to investigate his annual returns.
- 10.6 Notify the Competition Commission of restrictive practices by Star Sign and Print and Five Star Communication.
- 10.7 Submit this report together with other investigation reports on SSETA to the Portfolio Committee of Higher Education.
- 10.8 Submit this report to the SIU.
- 10.9 Submit this report to the NSA.
- 10.10 Submit this report to the Auditor General.
- 10.11 Submit this report to the Director General of Higher Education.