



**national treasury**

Department:  
National Treasury  
REPUBLIC OF SOUTH AFRICA

Private Bag X115, Pretoria, 0001

**TRANVERSAL CONTRACTING**

Enquiries: Brenda Mashifane

Tel: +27 12 315 5877 / 064 755 4850

Email: [brenda.mashifane@treasury.gov.za](mailto:brenda.mashifane@treasury.gov.za)

Ref: RT3-2018

To: Participants and Suppliers

**AMENDMENT 25**

**REMINDER TO PAY SUPPLIERS IN 30DAYS**

**TRANSVERSAL CONTRACT RT3-2018 FOR THE SUPPLY, DELIVERY, INSTALLATION, COMMISSIONING AND MAINTENANCE OF OFFICE AUTOMATION SOLUTIONS TO THE STATE FOR THE PERIOD 1 OCTOBER 2018 TO 30 SEPTEMBER 2021**

Treasury Regulation 8.2.3 states that unless determined otherwise in a contract or other agreement, **all payments due to creditors must be settled within 30 days from receipt of an invoice** or, in the case of civil claims, from the date of settlement or court judgement

This amendment serves as a reminder to Participants to settle invoices within the stipulated period as non-payments have adverse financial implications on Suppliers.

There are two (2) instruction notes that can be read in conjunction with the Treasury Regulation 8.2.3.

Office of the Accountant-General website – Instruction Note Number 34

The web link:

<https://oag.treasury.gov.za/Publications/Forms/AllItems.aspx?RootFolder=%2FPublications%2F10%2E%20Instruction%20Notes%2FFor%20fin%20year%202011%2D12&FolderCTID=0x0120007EBBC03F454D95408FB944B7B07F6166&View={EA6E6B15-593D-4839-A804-A91A49CB20A0}>

Office of the Chief Procurement Officer website – Instruction Note Number 1 of 2019/2020

The web link:

[http://ocpo.treasury.gov.za/Resource\\_Centre/Legislation/National%20Treasury%20Instruction%20Note%201%20of%202019\\_2020.pdf](http://ocpo.treasury.gov.za/Resource_Centre/Legislation/National%20Treasury%20Instruction%20Note%201%20of%202019_2020.pdf)

Suppliers must note that the escalation of non-payments email address effective 17 July 2020 is [30daysqueries@treasury.gov.za](mailto:30daysqueries@treasury.gov.za) in addition to the email address indicated on the Instruction Note Number 1 of 2019/2020

Kind Regards,

A handwritten signature in black ink, appearing to read 'KWANELE MTEMBU', with a horizontal line underneath.

**KWANELE MTEMBU**  
**FOR CHIEF DIRECTOR : TRANSVERSAL CONTRACTING**  
**OFFICE OF THE CHIEF PROCUREMENT OFFICER**  
**DATE: 30 DECEMBER 2020**