



**DEPARTMENT OF TREASURY
Office of the Secretary**

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BUDGET CIRCULAR 3/2010

CIRCULAR LETTER TO:

All Departmental Heads

CENTRALISED VEHICLE PROCUREMENT 2010

1. Purpose

This Budget Circular advises National Departments of their responsibilities in preparing and submitting vehicle requirements to the Department of Treasury.

2. Distribution

It is important that all Departmental Heads ensure that the key officers in their agency are provided with a copy of this Budget Circular to ensure the effective reporting of the outcome of the 2010 Centralized Vehicle Procurement exercise.

3. Centralized Vehicle Procurement

A working committee has been established to examine the scope for budgetary savings and greater efficiencies through the centralization of procurement of certain supplies. The working committee comprises membership from the Central Supplies and Tenders Board (CSTB) and the Departments of Treasury (Chair), National Planning and Monitoring, Works and Finance.

The intention is to achieve value for money improvements, capture budgetary savings and to limit the scope for abuse while ensuring that goods and services necessary for the Government to function in a timely and efficient manner are made available when needed and at the required point of delivery.

The working committee therefore requests all national departments who have budgetary allocations in the 2010 budget for vehicle purchases to submit their vehicle requirements to the Department of Treasury.

The working committee has agreed that the CSTB will be the single sourcing agency and will negotiate broad contracts and put in place other tools to allow the acquiring agencies to obtain what they require with the reduced risk and reduced financial and administrative costs.

There should not be any purchases done before new arrangements are in place. Treasury will not release any warrants for item 222 in the meantime.

4. Requirements and Deadline

To provide vehicle requirements Treasury requests that all national departments complete the attached template and submit by close of business on March 24, 2010 so that arrangements for procurement can be put in place.

Yours faithfully,

SIMON TOSALI
Acting Secretary