

CONTRACTOR'S CORNER



HOW TO INVOICE CORRECTLY

One of the greatest challenges faced by suppliers far and wide is not getting their payments from government clients in on time. While government agencies are often blamed for this, in some cases, this may be due to mistakes on the part of the contractor when it comes to invoicing. Nqabakazi Mzinzi from the Housing Development Agency (HDA) in Port Elizabeth provides helpful tips on how contractors and suppliers can stay on top of their invoicing and thus ensure that their payments come in on time.

STAY ON TOP OF YOUR RECORD KEEPING

"One of the biggest challenges experienced by the Finance department at the Housing Development Agency (HDA) office in Port Elizabeth with Small, Micro and Medium-sized Enterprises (SMMEs) in relation to payments is using the same invoice number more than once. This is a direct result of poor record-keeping," says Nqabakazi.

"Unfortunately, the HDA's accounting system cannot take the same invoice number more than once. This mistake gets picked up at Finance and, because it is the last stage in the value chain, delays the claim from any further processing and also from payment," she adds.

GET A WORKING SYSTEM IN PLACE

With a proper record-keeping system in place, a contractor can pick up whether an invoice number is unique or has already been used. By picking up such errors, unnecessary delays in payment may be prevented.

Not only does a proper record-keeping system help to alleviate errors such as this to fast-track payment, it also assists with the preparation of accounts at year-end and enables greater accuracy with periodic tax returns.



THE HDA

GOVERNMENT'S
DEVELOPER OF CHOICE

Eastern Cape uMhlali

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Eastern Cape uMhlali is a monthly newsletter published by the Housing Development Agency to update you, our beneficiary, about the HDA's human settlements projects in the Eastern Cape province.

TO LEARN MORE ABOUT THE HOUSING
DEVELOPMENT AGENCY & OUR

PROJECTS, VISIT WWW.THEHDA.CO.ZA

THE ADVANTAGES OF SOCIAL HOUSING



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THE ADVANTAGES OF SOCIAL HOUSING

With the housing backlog in the Eastern Cape currently standing at an estimated 400 000 units and the current rate of housing project delivery struggling to meet the ever increasing demand, it is important for individuals and families in need of housing to consider some of the other housing options that are available to South African citizens.

One very advantageous form of low-cost housing that is accessible to people earning between 5 500 and 15 000 is social housing or state subsidised rentals. This is low-cost rental housing option allows low-income earners to live in decent accommodation that is often closer to schools, shops and employment opportunities than many Breaking New Ground (formerly known as RDP) developments.

Qualifying for a social housing unit is possible even if one has already benefited from other housing projects in the past but does not currently own property. To qualify, one must be older than eighteen years of age, reside in the area in which housing is applied for and be a South African citizen or a permanent resident. Couples (whether married or living together) qualify, or single people with dependents.

To apply, approach your local housing office about planned Social Housing Programme (SHP) projects in your area. Depending on the province and project, you may have to apply directly to the institution or company that is managing the SHP. Each institution will have its own screening process.

At the end of June, a plan to build more than 7 000 social housing units in Nelson Mandela Bay was approved by the municipality's human settlements committee and will see the new developments unfolding between 2020 and 2024. The projects, worth R3.4- billion, are the Coega Vulindlela project, Parsons Vlei, Willow West, Fairview West, Mount Croix, Algoa Park, John Street in Uitenhage and Lower Baakens.

USEFUL CONTACT NUMBERS

THE HOUSING DEVELOPMENT AGENCY: 041 393 2600

NELSON MANDELA BAY MUNICIPALITY

Customer Care (All hours): 041 506 5555
Service Delivery Centre (All hours for water, sanitation and all other services): 0800 205 050
Human Settlements Eastern Cape: 043 711 9500
Emergencies: (From cell phone): 112
Childline: 08000 55 555
Eskom Customer Care: 0860 037 566

LAND INVASION

Macdonald: 082 410 5066
Hlela: 079 490 0531
Fire: 041 585 2311 / 041 508 5505
Water leaks, Power outages etc.: 0800 205 050
General Emergencies: 041 506 2735

CLINICS

Chatty Clinic in Dullisear Street: 041 506 3070
Veeplaas Clinic in Kani Street: 041 506 1183
Zwide Clinic in Johnson Street: 041 506 7410
Soweto-on-Sea Clinic in Mbanga Street: 041 506 1191
Booysens Park Clinic 2 in Booysens Park Drive: 041 483 1590

POLICE STATIONS

Bethelsdorp Police Station: 041 404 3000/4/5
071 475 1938
Kwazakele Police Station: 041 408 7720
Zwide Police Station: 041 459 0213
KwaDwezi Police Station: 041 405 4712



LATEST DAM LEVEL UPDATE



Recent photos of the tail end of Churchill dam

DAM	KOUGA	CHURCHILL	IMPOFU	LOERIE	GROENDAL
CAPACITY	07.88%	17.09%	31.29%	77.89%	41.49%
VOLUME OF WATER	9 920MI	6 021MI	33 092 MI	2 357MI	4 830MI
TOTAL					56 220 MI



- Immediately repair/report leaks (dripping taps can waste 200 l/day)
- Check no overflows from hot water storage cylinder (geyser) or toilet cistern
- Educate your children to save water
- Wash up in batches, not single items
- Collect cold water from the shower in a bucket while waiting for hot water to flow
- Rinse dishes in a basin and reuse the water in the garden
- Use bathwater to flush toilets
- Heat water in a kettle rather than run the hot water tap
- Shower instead of bathing – do not let the shower run continuously
- Use a bucket to collect in the shower
- In the shower, turn the water on to get wet, turn off to lather up, then turn back on to rinse off.



HOW TO DO A DIY PAINT JOB

You can easily give your house a facelift by repainting the interior. However, repainting the entire interior of your house can be costly and difficult to accomplish. You can save both time and money by strategically touching up your paint job every so often. The first thing you need is a spot-on color match. The only way to get this is to save paint from your current paint job for future touch-ups. If you have leftover paint, simply roll the paint over the dirty spots on your walls. When the paint dries, it will dry perfectly, leaving you with a wall that looks as though you just painted it.

If you don't have any leftover paint, you can still touch up your walls, though your efforts will be more labor intensive than spot painting. Take a sample of your color to your local hardware outlet and have your paint tinted to match. When you are ready to touch up your walls, paint the dirty wall from corner to corner, being careful to keep the new paint off any surface you aren't looking to touch up. If there is a shade difference, you won't notice it, even if the wall you are painting butts up against another wall.

PROJECT UPDATES: HDA PROJECT UPDATES

CHATTY 49I:
23 houses have been completed with FURS in the 2018/ 19 Financial Year.

*7 slabs have been completed to date | 18 Wall plates completed to date
27 Roofs completed | 22 Finishes A completed | 12 Finishes B completed to date |
22 completions with FURS*

CHATTY I060:
29 foundations completed

JOE SLOVO WEST PHASE 2:
221 foundations completed | 368 Wall plates completed in total | 263 Roofs completed | 125 finishes completed | 4 houses completed without FURS | 81 houses with FURS

SOWETO-ON-SEA:

*20 Foundations completed | 23 wall plates completed | 23 Roofs completed
24 Finishes completed | 30 houses with FURS*

KWANOBUHLE 52:
22 Completions

*1 Foundation completed | 1 Wall plate completed | 3 Roofs | 8 Finishes completed
13 completions with FURS*

BETHELSDORP RECTIFICATION 7:
10 Foundations completed | 4 Wall plates completed | 25 Roofs completed | 40 Finishes | 63 completions

PROJECT	FOUNDATION	WALLPLATE	ROOF	FINISHES	COMPLETED
UMSEBENZI	ISISEKELO	IPLANGA LODONGA	UFULELO	UPHELELISWA	EZIGQITYIWEYO
Chatty 491	7	18	27	34	22
Chatty 1060	29	0	0	0	0
Joe Slovo West Phase 2	221	368	263	125	85
Soweto-on-Sea	20	23	23	24	24
Kwanobuhle 52	1	1	3	8	13
Khayamnandi 179	0	0	0	0	0
Bethelsdorp Rectification 7	10	4	25	40	63
TOTAL	288	414	341	231	207

UHLAZIYO LOMSEBENZI: UHLAZIYO LOMSEBENZI WE HDA

CHATTY 49I:
Izindlu eziyi 23 zigqityiwe ne FURS kulonyaka mali ka 2018/19.

*Kude kubelelithuba kugqitywe izislab eziyi 7 | Kude kubelelithuba kugqitywe iipleyiti zodonga eziyi 18 | Kugqitywe amafulelo ayi 27 | Kugqitywe imigqibezelo A eyi 22
kude bulelelithuba | Kusashota imigqibezelo B kwi khabhathi eyi 12 | Izipheleliso eziyi 22 zigqityiwe ne FURS*

CHATTY I060:
Kugqitywe izisekelo eziyi 29

JOE SLOVO WEST PHASE 2:
*Kugqitywe izisekelo eziyi 221 | Xa ziphelele iipleyiti zedonga ezigqityiweyo ziya 368
Kude kubelelithuba ayi 263 amafulelo agqityiweyo | Kugqitywe imipheleliso eyi 125
Izindlu eziyi 4 azinayo iFURS | Kugqitywe izindlu eziyi 81 ezine FURS*

SOWETO-ON-SEA:
Kugqitywe izisekelo eziyi 20 | Kugqitywe iipleyiti zodonga eziyi 23 | Ayi 23 amafulelo agqityiweyo | Kugqitywe imipheleliso eyi 24 | Kugqitywe izindlu eziyi 30 ezine FURS

KWANOBUHLE 52:
Imigqibezelo eyi 22

Kugqitywe isisekelo esisodwa | Kugqitywe iipleyiti yodonga eyodwa | Kugqitywe imifulelo eyi 3 | Kugqitywe izipheleliso eziyi 8 | Ezigqityiweyo ziya 13 ezine FURS

BETHELSDORP RECTIFICATION 7:
Kugqitywe izisekelo eziyi 10 | Kugqitywe iipleyiti zodonga eziyi 4 | Kugqitywe imifulelo eyi 25 | Kugqitywe izipheleliso eziyi 40 | Kugqitywe izindlu eziyi 63