



BUSINESS PROFILE

OF

CHABEDI TRADINGS

REG NO: 2005/157881/23

NHBRC NO: 1-12600071

ESKOM VENDOR: 11057687

THUNGELA VENDOR: A13805

Company Profile

Managing Director : Thabo Johannes Chabedi
Status of Ownership : 49%
Managing Director : Gugulethu Ntokozo Mahlangu
Status of Ownership : 51%
Registration number : 2005/157881/23
Business Address : 1629 Shai Street
Mountain View
Mhluzi, Middelburg
1055
Postal Address : PO Box 262
Middelburg
1050
Contact number : 073 539-0588
Email address : thabo@chabeditradings.co.za
Business Website : www.chabeditradings.co.za
Fax : 013 241-1953

Banking Details

Bank Name : Absa Bank
Account holder : Chabedi Tradings
Account Number : 4074095821
Account type : Cheque
Branch Code : 632005

Background

Chabedi Tradings was formed with the aim of providing quality services to its clientele, and to adhere to customer standards. The company was formed on the 1st of November 2005 by a black male called Thabo Chabedi.

Creed

To be a trusted service provider that meets the needs, expectation and affordability of its clients. To become a company with enough capacity to make a difference to the unemployment ration of students with young fresh ideas.

Mission Statement

Provide efficient and cost effective, as it should be within the operational classification of a service strategy that is capable of sustainable service delivery within and beyond the country, region and the continent.

To contribute towards improvement of the human resource capital, through the transfer of skills necessary to improve their capability to participate in the economic sectors of our economy.

Become a key success story of a sustainable affirmable business enterprise in the previously restrictive construction sector.

Aims

To create employment opportunity especially for women and disabled people in our community by limiting poverty and unemployment rate, and to sustain professional conduct in our entire client and all other role players.

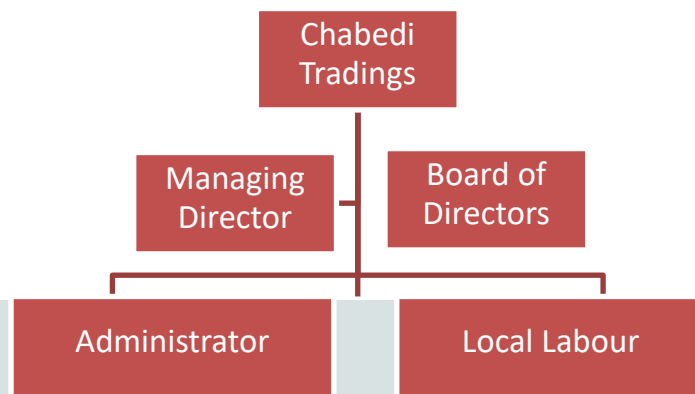
Perceptibly, pursue capital and human development through Tangible construction and skills transfer of quality and measurable infrastructure and human potential which stimulate and effectively contribute towards the attainment of substantial national economic sustainability objectives and goals.

Human Resources Capacity

The Close cooperation operates in a business environment that dictates the need to empower local human resources through the transfer of skills. The type of business is not locality based and the need to employ local labour further dictates the employment of key permanent staff. The following are our key permanent personnel:

Administrators	:	Two (2)
Contract employees	:	According to need
Total	:	Five (5) permanent

Organization Structure



Character of the Organisation

Location	: Middelburg
Operating areas	: North West, Mpumalanga, Kwa-Zulu Natal, Limpopo, Northern Cape, Western Cape and in Africa
Category	: Civil works, Electrical works, Building works, Supply catering and Transport
Organizational Accountabilities	: Management Committee – 2 Members of Executive Committee – 2 member
Economic Empowerment	: It is a historical disadvantage into two ownerships Company (HDC) and 49% owned by black man and 51% owned by black women
Structure	: Organic with high employee productivity.

Services standards

Quality, affordable, utility, cost effective, reliability

Services

- ✓ Construction
- ✓ Plant Maintenance
- ✓ Maintenance
- ✓ Building works

- ✓ Plumbing
- ✓ Civil Engineering
- ✓ Electrical works
- ✓ Supply and installation of pump and vales

Mythologies and approaches

Mythological Approaches

Our approach in delivering quality services and skills transfer entail legally described methods and Human Resources friendly and acceptable methods that contribute towards a two-way learning environment on the part of both the recipients and the instructor.

National Perspective

Chabedi Tradings pledge to key National Policy Frameworks which include:

- Growth, Employment and Redistribution strategy
- Black economic Empowerment
- Women's Charity of effective equality
- Public Sector procurement reform in South Africa
- Employment and occupational Equity
- National Strategy for Development
- Occupational Safety

Ownership

The company is owned and managed by two black owners:

Mr. T.J. Chabedi
Miss. G.N. Mahlangu

Projects Completed

- 1. Erection of scrap materials warehouse at the service centre.**
 - Contract value: R150 000
 - Employer: Steve Tshwete Local Municipality
 - Completion date: 31 July 2008
 - Contact Person Ms NS Msebe – 013 249-7000

- 2. Replacement of downpipes and gutters at Kees Taljaard Stadium**
 - Contract Value: R24 000
 - Employer: Steve Tshwete Local Municipality
 - Completion date: 11 June 2009
 - Contact Person Ms NS Msebe – 013 249-7000

3. Replacement of Roof at the tennis court club house

- Contract Value: R 120 000
- Employer: Steve Tshwete Local Municipality
- Completion date: 11 June 2009
- Contact Person Ms NS Msebe – 013 249-7000

4. Upgrading of main entrance to Municipal Service Centre Phase 2

- Contract value: R645 087.59
- Employer: Steve Tshwete Local Municipality
- Completion date: 30 September 2010
- Contact Person Ms NS Msebe – 013 249-7000

5. Provision of new Water Reticulation at Empumelelweni (Witbank)

- Contract value: R885 131.02
- Employer: Nkangala District Municipality
- Completion date: 09 July 2010
- Contact Person: Lucky Msoki (013 249-2000)

6. Repair the leaking roof

- Contract value: R188 122.88
- Employer: Department of Public Works
- Completion date: 08 July 2011
- Contact Person: Mr. S.S Segooa (013 752-2931)

7. Upgrading of Jukskei Club facilities at Kees Taljaard Stadium (Middelburg)

- Contract value: R192 327.78
- Employer: Steve Tshwete Local Municipality
- Completion date: 29 October 2012
- Contact Person: Mr. Sam Matjeke (013 249-7000)

8. Replacement of old water line around Mhluzi and Middelburg

- Contract value: R 133 722.00
- Employer: Steve Tshwete Local Municipality
- Completion date: 30 May 2014
- Contact Person: Siyabonga Buthelezi (013 249-7000)

9. Construction of staff rooms at Presidentsrus Water Works Plant

- Contract value: R199 429.89
- Employer: Steve Tshwete Local Municipality
- Completion date: 02 July 2015
- Contact person: Mr. Thabiso Chebase (013 249-7000)

10. Replace roofing at Mhluzi old Post Office

- Contract value: R269 835.72
- Employer: Steve Tshwete Local Municipality
- Completion date: 16 July 2015
- Contact person: Ms. N.S Msebe (013 249-7000)

11. Construction of water line including house connections

- Contract value: R 151 260.00
- Employer: Steve Tshwete Local Municipality
- Completion date: 13 May 2016
- Contact person: Victor Sambo (013 249-7000)

12. Construction of Concrete stage floor at Eastdene community hall

- Contract value: R 191 520.00

- Employer: Steve Tshwete Local Municipality
- Completion date: 04 August 2017
- Contact person: Ms Tshepo Shela (013 249-7000)

13. Construction of Storm water reticulation at the new Middelburg District Hospital

- Contract value: R 1 393 954.60 excluding vat
- Employer: Enza Construction
- Completion date: 27 September 2018
- Contact person: Daniel Ranoko (011 803-7000)

14. Subsurface Drains at Hendrina/Kwaza W01, Middelburg/Mhluzi W25, Middelburg/ Mhluzi W23, Middelburg/ Mhluzi W19

- Contract value: R 2 000 000.00
- Employer: Steve Tshwete Local Municipality
- Project number: P0007528,P2000154,P1000077,P1900097
- Completion date: 01 November 2021
- Contact person: Reuben Ndhlovu (013 249-7000)

15. Storm water at Middelburg Mhluzi, W25, Mhluzi Middelburg W25, Replace Kerb Inlets Middelburg W22, Middelburg Mhluzi W20

- Contract value: R 1 000 000.00
- Employer: Steve Tshwete Local Municipality
- Project number: 41/08/2018
- Completion date: December 2020
- Contact person: Freddy Mahadane (013 249-7000)

ANTI-CORRUPTION POLICY

1. Policy objective

1.1 The purpose of this policy is to regulate and control the acceptance and giving of gifts, hospitality events and to guide and promote Anti-Corruption principles and conduct towards external parties and within the Company.

1.2 This policy must be read and applied in line with the Company's Disciplinary Processes, and in consideration of the Employment Code, Contract of Employment and other applicable laws.

2. Application

2.1 This policy applies to the company and all its employees, including those employed on fixed term contracts, as well as customers and suppliers of the company.

3. Overview

3.1 Corruption means where an employee of the company, either directly or indirectly accepts or agrees or offers to accept any gift or invitation to a hospitality event from any other person whether for the benefit of himself or herself or for the benefit of another person or gives or agrees offers to give to any other person any gift or invitation to hospitality event, whether for the benefit of that other person or for the benefit of another person in order to act personally, or by influencing another person to act in a manner that amounts to illegal, dishonest, biased, abuse of authority and/ or breach of trust.

3.2 External parties mean entities or person with a business relationship or potential business relationship with the company over which the company has no direct control other than by agreement or contract.

3.4 Gifts mean tangible items services or information in whatever form from which the recipient may derive a benefit but does not include gifts that are given to or by family or friends.

4. Policy statement

4.1 No employee of [**Chabedi Tradings**] is permitted to pay, offer, accept or receive a bribe in any form. The Company expects all employees whether fulltime, part time or temporary acting in good faith to report unethical or fraudulent conduct without fear or favour. Customers and suppliers are also encouraged to report unethical and fraudulent activities or price fixing.

4.2 The acceptance and giving of gifts/ hospitality packages exceeding R1000 in retail value either wholly or in parts from the same supplier customer are prohibited and the acceptance or giving many low retail value gifts as per above which cumulatively exceed R1000 within a 12-month period is prohibited.

4.3 The exchange of gifts/ hospitality packages not exceeding R1000 in retail value may be given or accepted limited to 2 events per employee per financial year, provided that such gifts and

hospitality packages are not specifically intended to influence any procurement or sales decision and are declared to management and recorded in the declaration of gifts received and given system as per this policy.

4.4 Under no circumstances should gifts, business courtesies or hospitality packages be accepted from or given to prospective suppliers/customers participating in a tender process and their respective employee's business, regardless of retail value from the inception of the procurement process including a period of 12 months after such a procurement process has been finalised as it may be perceived as an improper influence on the fairness of the process.

4.5 Gratuities, bribes or kickbacks of any kind, must never be solicited accepted or offered either directly or indirectly.

5. Declaration of gifts

5.1 Subject to the provisions of this policy:

5.1.1 An employee must disclose the acceptance of any gift or business courtesy as soon as possible, but within 14 days of receipt of such a gift;

5.1.2 Complete **Form A** to declare such a gift;

5.1.3 An employee may not accept more than two gifts from the same supplier/ customer within a 12-month period, irrespective of the retail value;

5.1.4 The acceptance of the gift may not take place in circumstances that amount to corruption or conflict of interest.

6. Procedure for giving gifts/ hospitality packages

6.1 Subject to the provisions of this policy:

6.1.1 An employee must disclose the giving of any gift or business courtesy as soon as possible, but within 14 days of receipt of such a gift;

6.1.2 Complete **Form B** to declare such giving of gifts;

6.1.3 An employee may not give more than two gifts to the same supplier/ customer within a 12-month period, irrespective of the retail value;

6.1.4 The giving of the gifts may not take place in circumstances that amount to corruption or conflict of interest;

6.1.5 Gifts may only be given in an effort to promote the reputation of the company, to maintain and enhance business relationship with the company and its supporters or to show gratitude to the employees and business partners for their contribution to the work of the company.

7. Regulatory requirements and other governance practices

7.1 Companies Act 2008

7.2 Prevention and Combating of corrupt Activities 2004

8. Deviations

In the event that there are compelling reasons to deviate from the policy, a person who seek to deviate must make a request to the board of Directors which shall have an authority to allow the deviation or reject it.

9. Compliance

9.1 This policy will be reviewed once a year.

9.2 Employees are encouraged to report anonymously to the board of Directors where they believe that there has been a breach of this policy.

9.3 Any breach of this policy will be seen in a serious light. Employees who do not comply with a policy may be subject to disciplinary action in terms of the disciplinary processes and procedures of the company.

Approved and authorised by:

Director:


Thabo Chabedi

ANNEXURE A

DECLARATION OF GIFTS RECEIVED

I, _____, employee number _____, hereby declare that I have during the course of my work not received more than 1 gift from the same supplier in a 12-month period nor during a procurement process involving a supplier or a customer:

Company received from	Type of gift	Reason awarded	Estimated Retail value	Date Received	Date lodged

Signed at _____ on this _____ day of _____ 20____.

Full Name: _____

Employee Signature: _____

Employee number: _____

Line Manager (Full Name) _____

acknowledged: _____

Date: _____ NB: The declaration must be captured in the system within 14 days of receipt. In instances of manual filing due to circumstances, a copy should be sent to the Director/ Governance Officer within 30 days of giving the gift.

Full Name: _____

Employee Signature: _____

Employee number: _____

ANNEXURE B

DECLARATION OF GIFTS GIVEN

I, _____, employee number _____, hereby declare that I have during the course of my work not given more than 1 gift from the same supplier in a 12-month period nor during a procurement process involving a supplier or a customer:

Company given to	Name, Surname & Department of the giver	Type of gift	Reason given	Estimated Retail value	Date Given	Date lodged

Signed at _____ on this _____ day of _____ 20__.

Full Name: _____

Employee Signature: _____

Employee number: _____

Line Manager (Full Name) _____

acknowledged: _____

Date: _____ NB: The declaration must be captured within 14 days of receipt. In instances of manual filing due to circumstances, a copy should be sent to the Director/ Governance Officer within 30 days of giving the gift.

Full Name: _____

Employee Signature: _____

Employee number: _____