

**SUNTAT Appendix 3**  
**Enterprise purchasing framework**

Adapted from Spenceley, A., Relly, P., Keyser, H., Warneant, P., McKenzie, M., Mataboge, A., Norton, P., Mahlangu, S., and Seif, J. (2002) Responsible Tourism Manual for South Africa, Department for Environmental Affairs and Tourism, July 2002

KEY																			
		= information per clients accounting & personnel records																	
		= output information (per calculations)																	
		= targets, per client																	
Capital Expenditure		Current			Period 2					Period 3					Period 4				
		Total	Percent of total (A)		Actual	Target % of total exp'	Target in rands	Difference	Percent above/bel' target	Actual	Target % of total exp'	Target in rands	Difference	Percent above/bel' target	Actual	Target % of total exp'	Target in rands	Difference	Percent above/bel' target
Total capital expenditure over the year	A	R 100,000			R 110,000					R 115,000					R 120,000				
Proportion of total capital expenditure in the local/regional economy *	B	R 80,000	B/A	80%	R 35,000	35%	R 38,500	R -3,500	-9%	R 46,450	40%	R 46,000	R 450	1%	R 53,000	45%	R 54,000	R -1,000	-2%
Amount spent on capital goods purchased from historically disadvantaged individuals, communities or businesses (wholesalers)	C	R 5,000	C/A	5%	R 12,000	10%	R 11,000	R 1,000	9%	R 17,000	15%	R 17,250	R -250	-1%	R 25,000	20%	R 24,000	R 1,000	4%
Amount spent on capital goods purchased locally from wholesalers	D	R 50,000	D/A	50%	R 60,000	20%	R 22,000	R 38,000	173%	R 65,000	25%	R 28,750	R 36,250	126%	R 25,000	30%	R 36,000	R -11,000	-31%
Amount spent on capital goods made by historically disadvantaged individuals, communities or businesses (producers/manufacturers)	E	R 20,000	E/A	20%	R 40,000	20%	R 22,000	R 18,000	82%	R 45,000	25%	R 28,750	R 16,250	57%	R 25,000	30%	R 36,000	R -11,000	-31%
Amount spent on capital goods purchased locally from producers/manufacturers	F	R 30,000	F/A	30%	R 45,000	15%	R 16,500	R 28,500	173%	R 50,000	20%	R 23,000	R 27,000	117%	R 25,000	25%	R 30,000	R -5,000	-17%
Operational expenditure (Goods & services)		Current			Period 2					Period 3					Period 4				
		Total	Percent of total (A)		Actual	Target % of total exp'	Target in rands	Difference	Percent above/bel' target	Actual	Target % of total exp'	Target in rands	Difference	Percent above/bel' target	Actual	Target % of total exp'	Target in rands	Difference	Percent above/bel' target
Total operational business expenditure over the year	A	R 200,000			R 210,000					R 215,000					R 220,000				
Proportion of total operational expenditure in the local/regional economy *	B	R 30,000	B/A	15%	R 35,000	35%	R 73,500	R -38,500	-52%	R 46,450	40%	R 86,000	R -39,550	-46%	R 50,000	45%	R 99,000	R -49,000	-49%
Amount spent on operational goods and services purchased from historically disadvantaged individuals, communities or businesses (wholesalers)	C	R 10,000	C/A	5%	R 15,000	10%	R 21,000	R -6,000	-29%	R 16,000	15%	R 32,250	R -16,250	-50%	R 19,000	20%	R 44,000	R -25,000	-57%
Amount spent on operational goods purchased locally from wholesalers	D	R 50,000	D/A	25%	R 45,000	20%	R 42,000	R 3,000	7%	R 50,000	25%	R 53,750	R -3,750	-7%	R 30,000	30%	R 66,000	R -36,000	-55%
Amount spent on operational goods made by historically disadvantaged individuals, communities or businesses (producers/manufacturers)	E	R 15,000	E/A	8%	R 30,000	20%	R 42,000	R -12,000	-29%	R 35,000	25%	R 53,750	R -18,750	-35%	R 25,000	30%	R 66,000	R -41,000	-62%
Amount spent on operational goods purchased locally from producers/manufacturers	F	R 30,000	F/A	15%	R 40,000	15%	R 31,500	R 8,500	27%	R 45,000	20%	R 43,000	R 2,000	5%	R 40,000	25%	R 55,000	R -15,000	-27%
Amount spent on services provided by historically disadvantaged individuals, communities or businesses	G	R 30,000	G/A	15%	R 80,000	50%	R 105,000	R -25,000	-24%	R 100,000	50%	R 8,000	R 92,000	1150%	R 100,000	55%	R 10,450	R 89,550	857%
Amount spent on services provided by local companies	H	R 50,000	H/A	25%	R 100,000	50%	R 105,000	R -5,000	-5%	R 120,000	50%	R 8,000	R 112,000	1400%	R 110,000	55%	R 10,450	R 99,550	953%

NOTE: Amounts here are presented in Rands currency - adapt the currency as relevant to the country in which the enterprise is situated, or utilise \$, £ or Euros where international comparisons are required