

5. MONTHLY REPORT TO COUNCIL ON SUPPLY CHAIN MANAGEMENT (SCM) POLICY: PARAGRAPH 36, 16(1)(b) AND 17(1)(c) FOR DECEMBER 2019

8/2/2

C Le Roux

Deputy Director: Finance & SCM

03 January 2020

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1. Executive Summary

The purpose of this report is to inform Council of all deviations from the Supply Chain Management Policy, approved by the delegated authority in terms of Paragraph 36 of the Supply Chain Management Policy, as well as approvals in terms of Paragraph 16(1)(b) and 17(1)(c) for December 2019.

2. Service Delivery and Budget Implementation Plan - IGNITE

Directorate: Finance
Department: Supply Chain Management

3. Compliance with Strategic Priorities

Provision of democratic, accountable and ethical governance
Provision and maintenance of municipal services

4. Delegated Authority

None

5. Legal Requirements

Local Government: Municipal Finance Management Act 2003, (Act 56 of 2003)
Local Government: Municipal Systems Act 2000, (Act 32 of 2000)
Overstrand Municipality Supply Chain Management Policy dated 25 May 2008, as amended.

6. Background/Discussion/Evaluation/Conclusion**Background**

The purpose of this report is to ensure that Council maintains oversight over the implementation of the Supply Chain Management Policy. In terms of Paragraph 36(2) of the said policy, the Accounting Officer must record the reasons for any deviations in terms of Paragraph 36(1) of the policy and report same to council.

Discussion**A. Deviations - Paragraph 36(1)(a)**

Paragraph 36(1)(a) of Council's Supply Chain Management (SCM) Policy allows circumstances for deviations from the procurement processes. Furthermore, the policy requires in Paragraph 36(2), that the reasons for any deviations from the procurement processes must be recorded and be reported to Council.

Deviations approved in terms of clause 36(1)(a) for December 2019 is attached as **Annexure A**.

B. Awards in terms of Paragraph 16(1)(b) and 17(1)(c)

In terms of Paragraph 16(1)(b) and 17(1)(c) of the SCM Policy, where the Written or Formal Written Price Quotation process has been followed for procurement and it is not possible to obtain at least three quotations, the reasons must be recorded and approved by the Chief Financial Officer (CFO) or an official designated by the CFO.

In terms of Paragraph 16(1)(b) and 17(2) of the said policy, the designated official must report all such approvals made by the official in terms of their sub-delegation to the Chief Financial Officer.

A schedule of all such approvals for December 2019 is attached as per **Annexure B**.

7. Financial Implications

None

8. Staff Implications

None

9. Comments from other Departments, Divisions and Administrations

None

10. Annexures

Annexure A: Schedule of deviations from the procurement processes approved in terms of sub-delegations

Annexure B: Schedule of approvals in terms of Paragraph 16(1)(b) and 17(1)(c)

AGENDA OF A SPECIAL MAYORAL COMMITTEE MEETING 22 JANUARY 2020**RECOMMENDATION TO THE COUNCIL:**

1. that the deviations from the procurement processes, approved in terms of the delegated authority for December 2019, **be noted**; and
2. that the awards made in terms of Paragraph 16(1)(b) and 17(1)(c), approved in terms of the delegated authority for December 2019, **be noted**.

RESPONSIBLE OFFICIAL :**C LE ROUX****TARGET DATE FOR IMPLEMENTATION :****TO BE NOTED**



SCHEDULE OF DEVIATIONS IN TERMS OF CLAUSE 36(1)(a) OF THE SCM POLICY - OVERSTRAND MUNICIPALITY - DECEMBER 2019

#	Request	Supplier	Date	Deviation in terms of Clause 36(1)(a)	Amount Operational	Amount Capital	VAT	Value of the Deviation	Comments / Line description
1	SCD3168/2019	Dräger South Africa (Pty) Ltd	20191213	Clause 36(1)(a)(ii)	R 15 270.00	R -	R 2 290.50	R 17 560.50	SERVICE AND REPAIR OF SELF CONTAINING BREATHING APPARATUS (SCBA)
2	SCD3170/2019	ABB SOUTH AFRICA (PTY) LTD	20191211	Clause 36(1)(a)(ii)	R 98 220.00	R -	R 14 733.00	R 112 953.00	REPLACEMENT OF EXISTING BREAK SWITCH
3	SCD3171/2019	FIRE 24/7	20191213	Clause 36(1)(a)(ii)	R 27 857.51	R -	R 4 178.63	R 32 036.14	SERVICE AND REPAIR OF A WAETRAX ULTRA STRIKER PUMP III
4	SCD3169/2019	TOTAL COMPUTER SERVICES (PTY)	20191202	Clause 36(1)(a)(v)	R 15 217.99	R -	R 2 282.61	R 17 500.00	INSTALLATION OF TMS SOFTWARE & TRAINING TO OFFICIALS
5	SCD31008/2019	FIDELITY ADT (PTY) LTD - MONIT	20191230	Clause 36(1)(a)(v)	R 281 253.43	R -	R 42 188.01	R 323 441.44	PROVISION OF ALARM MONITORING AND ARMED RESPONSE SERVICES
		SAFE SECURITY SYSTEMS STANFORD	20191230	Clause 36(1)(a)(v)	R 82 481.74	R -	R 12 372.26	R 94 854.00	PROVISION OF ALARM MONITORING AND ARMED RESPONSE SERVICES
		SECMA INTERNATIONAL (PTY) LTD	20191230	Clause 36(1)(a)(v)	R 93 260.87	R -	R 19 989.13	R 107 250.00	PROVISION OF ALARM MONITORING AND ARMED RESPONSE SERVICES
6	103800	FAIRBRIDGES WERTHEIM BECKER AT	20191203	Clause 36(1)(a)(v)(c)	R -	R 158 538.46	R 23 780.77	R 182 319.23	TRANSFER ERF 11155 HERMANUS - TRANSFER DUTY
7	103798	FAIRBRIDGES WERTHEIM BECKER AT	20191203	Clause 36(1)(a)(v)(c)	R -	R 8 288.70	R 1 243.30	R 9 532.00	ERF 11155 HERMANUS: NOTARIAL DEED OF RESTRICTION
8	103984	FAIRBRIDGES WERTHEIM BECKER AT	20191211	Clause 36(1)(a)(v)(c)	R -	R 31 220 000.00	R 4 683 000.00	R 35 903 000.00	SCHULPHOEK PURCHASE PRICE
9	103763	THEMBEKA PROPERTIES (PTY) LTD	20191202	Clause 36(1)(a)(v)(d)	R 2 904.00	R -	R 435.60	R 3 339.60	ADVERT ADJUSTMENTS BUDGET 2019/2020 AND REVISED SDBIP FOR 2019/20
10	103773	BURGER A DIVISION OF MEDIA 24	20191203	Clause 36(1)(a)(v)(d)	R 4 320.00	R -	R 648.00	R 4 968.00	ADVERT SC2054 LIGHTING MT PLEAS PLACING 04/12
11	103772	INDEPENDENT NEWSPAPERS (PTY) L	20191203	Clause 36(1)(a)(v)(d)	R 3 066.73	R -	R 460.00	R 3 526.73	ADVERT SC2054 LIGHTING MT PLEAS PLACING 04/12
12	103792	GANSBAAI COURANT BK	20191203	Clause 36(1)(a)(v)(d)	R 1 789.57	R -	R 268.43	R 2 058.00	NOTICE 175/2019: ADJUSTMENTS BUDGET 2019/2020 AND REVISED SDBIP FOR 2019/20
13	103790	OVERSTRAND HERALD	20191203	Clause 36(1)(a)(v)(d)	R 1 790.85	R -	R 268.62	R 2 059.47	NOTICE 175/2019: ADJUSTMENTS BUDGET 2019/2020 AND REVISED SDBIP FOR 2019/20
14	103789	BURGER A DIVISION OF MEDIA 24	20191203	Clause 36(1)(a)(v)(d)	R 3 218.09	R -	R 482.71	R 3 700.80	NOTICE 175/2019: ADJUSTMENTS BUDGET 2019/2020 AND REVISED SDBIP FOR 2019/20
15	103893	THEMBEKA PROPERTIES (PTY) LTD	20191209	Clause 36(1)(a)(v)(d)	R 3 168.00	R -	R 475.20	R 3 643.20	ADVERT MN 182/2019 - ERF 1494 HVM - PLACEMENT ON 11/12/19 - AFR, ENG & XHOSA
16	103911	BURGER A DIVISION OF MEDIA 24	20191209	Clause 36(1)(a)(v)(d)	R 4 827.14	R -	R 724.06	R 5 551.20	ADVERT SC2044 CLEANING SERVICES PLACING 12/12
17	103973	GANSBAAI COURANT BK	20191211	Clause 36(1)(a)(v)(d)	R 1 789.57	R -	R 268.43	R 2 058.00	ADVERT SC2044/2019 CLEANING SERVICES PLACING 12/12
18	104012	GANSBAAI COURANT BK	20191212	Clause 36(1)(a)(v)(d)	R 5 965.23	R -	R 894.77	R 6 860.00	ADVERT GANSBAAI DECEMBER NEWSLETTER 2019
19	104018	THEMBEKA PROPERTIES (PTY) LTD	20191212	Clause 36(1)(a)(v)(d)	R 4 224.00	R -	R 635.60	R 4 857.60	ADVERT SC2044/2019 CLEANING SERVICES PLACING 18/12
20	104063	THEMBEKA PROPERTIES (PTY) LTD	20191217	Clause 36(1)(a)(v)(d)	R 3 696.00	R -	R 554.40	R 4 250.40	ADVERTISING SPACE ERF 2820 SANDBAAL 14CM X 8COL

TOTAL	20	R 654 320.12	R 31 386 827.16	R 4 806 172.03	R 36 847 319.31
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Schedule of approvals in terms of Clause 17(2) of the SCM Policy - Overstrand Municipality - December 2019

10 Received only one quote by closing time and date of submission of quotation
 11 Received only two quotes at closing time and date of submission of quotation

Request	Supplier	Date	Value (Excl. VAT)	VAT	Value (Incl. VAT)	Reason Code	Comments / Line description
103245	BOLAND TOILET SERVICES (PTY) L	20191113	R 8 965.60	R 1 344.85	R 10 310.45	10	MOBILE TOILETS - INCL. DELIVERY & COLLECTION AS WELL AS WEEKLY SERVICE - STANFORD - X2
103498	VAN STADEN JA (OMEGA ONDERNEM)	20191121	R 8 654.25	R -	R 8 654.25	10	WHITE TRANSLUCENT SAFETY GLASS 750 X 750
103398	MBO DRIVING SCHOOL CC	20191119	R 21 000.00	R -	R 21 000.00	10	CODE 14 DRIVING LESSONS AND HIRING OF TRUCK FOR THE TEST X3
103547	COMMUNICATION NETWORK CC (COMN	20191122	R 24 000.00	R 3 600.00	R 27 600.00	10	HIRING OF MOTOROLA DP2400 DIGITAL VHF PORTABLE RADIOS INCLUDING PROGRAMMING-01/12/19-31/01/20
103495	BOLAND TOILET SERVICES (PTY) L	20191121	R 20 477.64	R 3 071.66	R 23 549.30	10	MEER EN SEE 23/12/2019 - 03/01/2020 STANDARD TOILET
103328	JOHANN BERGH ELECTRONICS BK	20191115	R 3 798.00	R 589.70	R 4 387.70	10	REPLACEMENT OF 2 X SMS DAILERS
103642	ENVIRO WILDFIRE (PTY) LTD	20191126	R 28 000.00	R -	R 28 000.00	10	SURVEY SAMPLE AREA FOR HEAT AT PEAT FIRE
103338	KAAP AGRIMARK LIJQORMARK	20191115	R 5 092.13	R 763.81	R 5 855.94	11	PASCALI PUMP SELFPRIM JET + CONTROL 230 V
103218	BIDVEST WALTONS	20191113	R 14 928.34	R 2 239.32	R 17 167.66	11	BIND COMB GBC SLAFT 16MM WHT 100PK (STATIONERY ITEMS)
103650	OVERBERG AGRIBEDRYWE (PTY) LT	20191127	R 4 141.57	R 621.23	R 4 762.80	11	PAAL DEN GESPL CCA3.6 M 100-11 9MM KL4 - X40
103336	WELDING WORX	20191115	R 7 652.20	R 1 147.80	R 8 800.00	11	17 PALES, 2 X HORIZONTELS, BOLTS & NUTS BOLT ON GALV. KIT
103504	HENRY GAFFLEY BOUERS CC	20191121	R 13 396.76	R -	R 13 396.76	11	MANUFACTURING AND INSTALL OF CUPBOARDS @ MAYORS OFFICES
103415	BUCCO HERMANUS	20191119	R 22 266.87	R 3 340.04	R 25 606.91	11	15 X 3.6M X 120MM CCA TREATED GUM POLES
103980	HERMANUS BUILD IT	20191211	R 7 182.43	R 1 077.35	R 8 259.78	11	DURAM ROOFKOTE RED 20LT X 2 (HARDWARE ITEMS)
102942	EVELYN'S PAINTING SERVICES	20191105	R 19 700.00	R -	R 19 700.00	11	SUPPLY, DELIVER, REMOVE AND INSTALL NEW GALVANIZED SAFETY GATE WITH PUSH BUTTON TO OPEN DOOR
103417	FOURIE LP	20191119	R 4 800.00	R -	R 4 800.00	11	REPAIR OF FENCE AT FRANSKRAAL MILKWOOD FOREST (500M)
103419	HENRY GAFFLEY BOUERS CC	20191119	R 21 492.73	R -	R 21 492.73	11	STEL BEKISTING IN STORMWATER SLOOT EN VUL MET CONCRETE BY ONRUS KARAYAAN PARK
103787	CONLOG (PTY) LTD	20191203	R 25 070.00	R 3 760.50	R 28 830.50	11	WBEC44 (X) 230/501 S (ESKOM) F/A METER
103750	CTM HERMANUS	20191202	R 2 456.69	R 368.41	R 2 825.10	11	KILIMANJARO RHINO STONE PORCELAIN FLOOR TILES 420*635MM A-GRADE
103362	INC. PRINT SOLUTIONS	20191118	R 22 380.00	R 3 357.00	R 25 737.00	11	A3 DS FULL COLOUR FOLD DOWN TO DL STANFORD BROCHURE
103735	KRAS AGENCIES CC	20191129	R 18 250.00	R 2 737.50	R 20 987.50	11	INSTALLATION OF WOODEN CANOPIES AT FISHERHAVEN SLIPWAY
103643	ENVIRO WILDFIRE (PTY) LTD	20191126	R 20 000.00	R -	R 20 000.00	11	ALL INCLUSIVE PRELIM INVESTIGATION FOR FIRE DEPARTMENT
103929	CTM HERMANUS	20191210	R 2 442.44	R 366.36	R 2 808.80	11	20 SQUARE METERS OF LATINA IVORY CERAMIC FLOOR TILE 60 X 60 INCL DELIVERY TO FNR HOUSE
103958	PPF HERMANUS	20191210	R 2 975.83	R 446.37	R 3 422.20	11	PLUMLINE HEATPART STANDARD 15MM HEAVY U/WALL
103988	WORKING ON FIRE (PTY) LTD	20191211	R 12 713.86	R 1 907.07	R 14 620.93	11	TYPE 1 GROUND CREW FOR NEW YEAR CELEBRATIONS

TOTAL R 341 837.34 R 30 718.97 R 372 556.31