

10. MONTHLY REPORT TO COUNCIL ON SUPPLY CHAIN MANAGEMENT (SCM) POLICY: PARAGRAPH 36, 16(1)(b) AND 17(1)(c) FOR JUNE 2020

8/2/2

C Le Roux

03 July 2020

Deputy Director: Finance & SCM

(028) 313 8107

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 June 2020.

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 June 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 June 2020 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 June 2020 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)

RECOMMENDATION TO THE COUNCIL:

1. that the deviations from the procurement processes, approved in terms of the delegated authority for June 2020, **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 June 2020, **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 - JUNE 2020										
#	Request	Supplier	Date	Deviation in terms of Clause 36(1)(a)	Amount Operational	Amount Capital	VAT	Value of the Deviation	Comments / Line description	
1	SCD3191A/2020	GANSBAAI GAS (PTY) LTD	20200605	Clause 36 (1)(a)(i)	R 27 826.09	-	R 4 173.91	R 32 000.00	SUPPLY & REFILL OF GAS CYLINDERS	
		GAS HUB (PTY) LTD			R 27 826.09	-	R 4 173.91	R 32 000.00		
		HERMANUS GAS (PTY) LTD			R 27 826.09	-	R 4 173.91	R 32 000.00		
2	SCD3176T/2020	FAIRBRIDGES ATTORNEYS	20200619	Clause 36 (1)(a)(v)	Rates based	-	Rates based	Rates based	OVE4/0086 WHALECOVE MEMO	
3	SCD3190F/2020	OK FOODS GANSBAAI	20200610	Clause 36 (1)(a)(i)	R 56 120.87	-	R 8 718.13	R 66 839.00	SUPPLY AND DELIVERY OF GROCERY ITEMS	
		GANSBAAI SUPERSPAR			R 200 595.51	-	R 30 089.33	R 230 684.84		
4	SCD3190G/2020	KLEINMOND SUPERSPAR	20200630	Clause 36 (1)(a)(i)	R 24 647.65	-	R 3 697.15	R 28 344.80	SUPPLY AND DELIVERY OF GROCERY ITEMS	
5	SCD3190H/2020	OK FOODS GANSBAAI	20200609	Clause 36 (1)(a)(i)	R 7 371.64	-	R 1 105.75	R 8 477.39	SUPPLY AND DELIVERY OF GROCERY ITEMS	
6	SCD3190I/2020	OK FOODS GANSBAAI	20200615	Clause 36 (1)(a)(i)	R 69 175.23	-	R 9 876.29	R 68 051.52	SUPPLY AND DELIVERY OF GROCERY ITEMS	
		GATEWAY SUPERSPAR & TOPS			R 180 545.34	-	R 27 081.80	R 207 627.14		
7	SCD3190J/2020	KLEINMOND SUPERSPAR	20200619	Clause 36 (1)(a)(i)	R 282 608.70	-	R 42 391.30	R 325 000.00	SUPPLY AND DELIVERY OF GROCERY ITEMS	
		OK FOODS GANSBAAI			R 282 608.70	-	R 42 391.30	R 325 000.00		
8	SCD3198J/2020	TOTAL COMPUTER SERVICES (PTY) LTD	20200615	Clause 36 (1)(a)(v)	R 56 400.00	-	R 9 460.00	R 64 860.00	LEASE OF CAMERA EQUIPMENT	
9	SCD3198K/2020	JENNY CORY GRAPHIC DESIGN	20200615	Clause 36 (1)(a)(v)	R 75 000.00	-	R -	R 75 000.00	PROVISION OF GRAPHIC DESIGN SERVICES	
		COLOURPIX GRAPHIC DESIGN CC			R 65 217.39	-	R 9 782.61	R 75 000.00		
10	SCD3200/2020	HUMAN WILDLIFE SOLUTIONS HOLDINGS CC	20200602	Clause 36 (1)(a)(i)	R 21 000.00	-	R 3 150.00	R 24 150.00	BABOON GPS RADIO COLLARS	
11	SCD3201/2020	LEWIS BUSHCLEARING AND ALIEN FIRE FIGHTING (PTY) LTD	20200615	Clause 36 (1)(a)(i)	R 56 690.00	-	R 8 347.50	R 63 997.50	VELD FIRE IN STANFORD AREA	
		NCC ENVIRONMENTAL SERVICES (PTY) LTD			R 119 834.00	-	R 17 875.10	R 137 809.10		

#	Request	Supplier	Date	Deviation in terms of Clause 36(1)(a)	Amount Operational	Amount Capital	VAT	Value of the Deviation	Comments / Line description
12	SCD3204/2020	DUCHARME CONSULTING (PTY) LTD	20200626	Clause 36 (1)(e)(i)	R 29 702.00	R -	R 4 468.80	R 34 260.80	RENEWAL OF ANNUAL MOVEABLE ASSET
13	SCD3207/2020	FUTURELIFE	20200630	Clause 36 (1)(e)(i)	R 26 119.13	R -	R 3 917.87	R 30 037.00	SUPPLY AND DELIVERY OF INSTANT PORRIDGE
14	SCD3208/2020	WHARF SIDE DEVELOPMENT (PTY) LTD	20200630	Clause 36 (1)(e)(v)	R 2 250.00	R -	R 337.50	R 2 587.50	PROVISION OF ELECTRICITY POINT
15	SCD3209/2020	HUMAN WILDLIFE SOLUTIONS HOLDINGS CC	20200623	Clause 36 (1)(e)(i)	R 19 860 750.00	R -	R 2 979 112.50	R 22 839 862.50	BABCOON MANAGEMENT PROGRAMME
16	SCD3210/2020	OVERSTRAND SECURITY FENCING	20200625	Clause 36 (1)(e)(i)	R -	R 121 300.00	R 18 195.00	R 139 495.00	DESIGN AND BUILD OF SUBSTATION PROTECTIVE COVERING
17	SCD3211/2020	HERMANUS MOWER CENTRE			R 22 378.32	R -	R 3 356.75	R 25 735.07	
		QUENCH ATLANTIC (PTY) LTD TIA VANGUARD FIRE AND SAFETY			R -	R 54 960.00	R 8 244.00	R 63 204.00	
		FREMTAC FIRE AND RESCUE CC	20200626	Clause 36 (1)(a)(i)	R 8 821.25	R -	R 1 323.19	R 10 144.44	SUPPLY AND DELIVERY OF COVID19 EQUIPMENT AND SUPPLIES
		SAFEQUIP (PTY) LTD			R -	R 46 058.80	R 6 908.97	R 52 968.77	
19	SCD3212/2020	DUCHARME CONSULTING (PTY) LTD	20200625	Clause 36 (1)(e)(v)	R 304 347.83	R -	R 45 652.17	R 350 000.00	PROVISION OF ASSET ACCOUNTING AND UPDATING OF FIXED ASSET REGISTER SUPPORT
19	SCD3100E/2018	FIDELITY ADT (PTY) LTD			R 158 614.80	R -	R 23 782.22	R 182 407.02	
		SAFE SECURITY SYSTEMS STANFORD CC			R 33 828.48	R -	R 5 088.97	R 39 015.46	PROVISION OF ALARM MONITORING AND ARMED RESPONSE SERVICES
		SECMA INTERNATIONAL (PTY) LTD			R 160 756.52	R -	R 27 113.45	R 207 870.00	
20	10724	BURGER A DIVISION OF MEDIA 24	20200326	Clause 36(1)(a)(v)(d)	R 4 285.22	R -	R 638.78	R 4 905.00	FINAL IDP ADVERT TO BE PLACED IN JUNE 2020
21	107209	THEMBEKA PROPERTIES (PTY) LTD	20200603	Clause 36(1)(a)(v)(d)	R 2 640.00	R -	R 396.00	R 3 036.00	KENNISGEWING 46/2020:BEGROTING EN TARIWE VIR DIE 2020/2021 FINANSIELE JAAR
22	107207	BURGER A DIVISION OF MEDIA 24	20200603	Clause 36(1)(a)(v)(d)	R 4 170.44	R -	R 625.57	R 4 796.01	KENNISGEWING 46/2020:BEGROTING EN TARIWE VIR DIE 2020/2021 FINANSIELE JAAR
23	107206	OVERSTRAND HERALD	20200603	Clause 36(1)(a)(v)(d)	R 1 790.85	R -	R 288.63	R 2 059.48	KENNISGEWING 46/2020:BEGROTING EN TARIWE VIR DIE 2020/2021 FINANSIELE JAAR
24	107194	INDEPENDENT NEWSPAPERS (PTY) L	20200603	Clause 36(1)(a)(v)(d)	R 1 788.92	R -	R 268.34	R 2 057.26	CANCELLATION ADVERTS
25	107195	BURGER A DIVISION OF MEDIA 24	20200603	Clause 36(1)(a)(v)(d)	R 4 538.00	R -	R 680.40	R 5 218.40	CANCELLATION ADVERTS

#	Request	Supplier	Date	Deviation in terms of Clause 36(1)(c)	Amount Operational	Amount Capital	VAT	Value of the Deviation	Comments / Line Description
26	107238	INDEPENDENT NEWSPAPERS (PTY) L	20200608	Clause 36(1)(a)(v)(c)	R 2 811.16	R -	R 421.67	R 3 232.83	ADVERT TENDER SC 2102/2020 SPORTSFIELD
27	107237	BURGER A DIVISION OF MEDIA 24	20200608	Clause 36(1)(a)(v)(c)	R 4 536.00	R -	R 660.40	R 5 216.40	ADVERT TENDER SC 2102/2020 SPORTSFIELD AERATION
28	107272	THEMBEKA PROPERTIES (PTY) LTD	20200615	Clause 36(1)(a)(v)(c)	R 3 360.00	R -	R 504.00	R 3 864.00	ADVERTISING SPACE INGWESEC ERF 9851 14X8 KOLOM
29	107271	THEMBEKA PROPERTIES (PTY) LTD	20200615	Clause 36(1)(a)(v)(c)	R 3 600.00	R -	R 540.00	R 4 140.00	ADVERTISING SPACE CILLIERS STREET 77, FRANSKRAALSTRAND 15X8
30	107282	BURGER A DIVISION OF MEDIA 24	20200617	Clause 36(1)(a)(v)(c)	R 4 536.00	R -	R 660.40	R 5 216.40	ADVERT TENDER SC2103+2104/2020 DIE BURGER 19/06
31	107283	INDEPENDENT NEWSPAPERS (PTY) L	20200617	Clause 36(1)(a)(v)(d)	R 3 066.72	R -	R 460.01	R 3 526.73	ADVERT TENDER SC2103+2104/2020 DIE BURGER 19/06
32	107281	THEMBEKA PROPERTIES (PTY) LTD	20200617	Clause 36(1)(a)(v)(d)	R 2 904.00	R -	R 435.60	R 3 339.60	NOTICE 50/2020 SPECIAL ADJUSTMENTS BUDGET (COVID-19) 2019/2020 & REVISED SDBIP 2019/2020
33	107284	BURGER A DIVISION OF MEDIA 24	20200617	Clause 36(1)(a)(v)(d)	R 4 170.44	R -	R 625.57	R 4 796.01	NOTICE 50/2020 SPECIAL ADJUSTMENTS BUDGET (COVID-19) 2019/2020 & REVISED SDBIP 2019/2020
34	107285	OVERSTRAND HERALD	20200617	Clause 36(1)(a)(v)(d)	R 1 790.85	R -	R 268.63	R 2 059.48	NOTICE 50/2020 SPECIAL ADJUSTMENTS BUDGET (COVID-19) 2019/2020 & REVISED SDBIP 2019/2020
35	107307	OVERSTRAND HERALD	20200623	Clause 36(1)(a)(v)(d)	R 2 786.76	R -	R 417.86	R 3 203.62	SC2027A/2019 AMENDMENT ADVERT 25/06/2020
36	107306	BURGER A DIVISION OF MEDIA 24	20200623	Clause 36(1)(a)(v)(d)	R 6 255.66	R -	R 938.35	R 7 194.01	SC2027A/2019 AMENDMENT ADVERT 25/06/2020
37	107334	BURGER A DIVISION OF MEDIA 24	20200630	Clause 36(1)(a)(v)(d)	R 4 536.00	R -	R 660.40	R 5 216.40	ADVERT TENDER SC2106/2020 GANSBAAI SEW PUMP STATION 03/07
38	107224	ENGINEERING COUNCIL OF SOUTH AFRICA	20200605	Clause 36(1)(a)(v)(e)	R 3 304.35	R -	R 495.65	R 3 800.00	MEMBERSHIP FEES - S MULLER - INV128774
39	107223	ENGINEERING COUNCIL OF SOUTH AFRICA	20200605	Clause 36(1)(a)(v)(e)	R 7 200.00	R -	R 1 080.00	R 8 280.00	MEMBERSHIP FEES H BLIGNAUT - INV132476
40	107330	SOUTH AFRICAN COUNCIL FOR THE	20200629	Clause 36(1)(a)(v)(e)	R 6 634.79	R -	R 965.22	R 7 600.01	SCAP REGISTRATION FEES FOR 7 MEMBERS OF BUILDING DEPARTMENT
TOTAL					R 22 280 692.78	R 222 319.80	R 3 364 201.89	R 25 867 214.47	



Schedule of approvals in terms of Clause 17(2) of the SCM Policy - Overstrand Municipality - June 2020									
Request	Supplier	Date	Value (Excl. VAT)	VAT	Value (Incl. VAT)	Reason Code	Comments / Line description	Value (Incl. VAT)	Reason Code
105801	BOTRIVIER BOEREMARK	20200304	R 5 742.78	R 861.42	R 6 604.20	10	HARDWARE ITEMS FOR OPERATIONAL SERVICES HERMANUS	R 6 604.20	10
105791	SPARKS AND ELLIS	20200304	R 20 907.85	R 3 136.18	R 24 044.03	10	SUPPLY AND DELIVERY OF UNIFORM FOR SECURITY SERVICES	R 24 044.03	10
105932	GUILLAUME NEL ENVIRONMENTAL CO	20200310	R 22 270.00	R 3 340.50	R 25 610.50	10	REHABILITATION OF BIODIVERSITY WALK FOR LAUREN RAINBIRD	R 25 610.50	10
106005	MINDMUZIK MEDIA	20200312	R 10 215.05	R 1 532.20	R 11 747.25	10	SUPPLY AND DELIVERY OF TRAFFIC BOOKS	R 11 747.25	10
107185	NASHUA BREEDE VALLEY	20200602	R 2 480.92	R 373.63	R 2 864.55	10	SUPPLY & INSTALLATION - ROLLER: CL FELT. (PRODUCT AE045056) (SN: V511060012) FOR COPY ROOM	R 2 864.55	10
107205	FINEST CLEANING SERVICE AND PR	20200603	R 22 212.00	R -	R 22 212.00	10	SUPPLY AND PLANTING OF PLANTS FOR LAUREN RAINBIRD	R 22 212.00	10
106822	ADENCO CONSTRUCTION (PTY) LTD	20200415	R 22 290.00	R 3 343.50	R 25 633.50	10	SUPPLY AND DELIVERY OF TYPE-B MINISUB PLINTH FOR HERMANUS ELECTRICAL DEPARTMENT	R 25 633.50	10
107076	INFINETIX (PTY) LTD	20200522	R 6 146.75	R -	R 6 146.75	11	OUT OF WARRANTY REPAIR - ENGINEER INCLUDED (DLMZ122 - TAG NUMBER) FOR ICT DEPARTMENT	R 6 146.75	11
105831	TRIFECTA TRADING 83 (PTY) LTD	20200305	R 9 415.00	R 1 412.25	R 10 827.25	11	SUPPLY AND DELIVERY OF SECURITY EQUIPMENT FOR SECURITY SERVICES	R 10 827.25	11
105993	CARDINAL FLOORING HERMANUS	20200311	R 14 204.43	R 2 130.87	R 16 335.10	11	SUPPLY AND INSTALLATION OF BLINDS FOR HERMANUS ELECTRICAL DEPARTMENT BOARDROOM	R 16 335.10	11
106054	BOTRIVIER BOEREMARK	20200313	R 5 837.69	R 875.67	R 6 713.36	11	PAINTING MATERIAL FOR GANSBAAI ELECTRICAL DEPARTMENT	R 6 713.36	11
105982	MR SPIKE OVERBERG CC	20200311	R 18 552.18	R 2 782.82	R 21 335.00	11	REPAIR ELECTRIC FENCE AT WALKERBAY 66KV SUBSTATION	R 21 335.00	11
106090	GANSBAAI AIRCON AND REFRIGERAT	20200313	R 14 212.90	R 2 131.94	R 16 344.84	11	ALLIANCE 12000BTU R410 NON INVERTER SPLIT UNIT AIR CONDITIONER FOR STANFORD BOARDROOM	R 16 344.84	11
106710	HENRY GAFFLEY BOUERS CC	20200326	R 3 989.40	R -	R 3 989.40	11	TILING OF FERNKLOF NATURE RESERVE HOUSE	R 3 989.40	11
107187	GANSBAAI BUILD IT (PTY) LTD	20200602	R 21 700.47	R 3 254.97	R 24 955.44	11	HARDWARE ITEMS FOR STANFORD TOURISM OFFICE	R 24 955.44	11
105960	RC SUPPLIERS	20200311	R 16 791.48	R 2 518.73	R 19 310.21	11	STATIONERY ITEMS FOR TRAFFIC DEPARTMENT	R 19 310.21	11
105805	NUWAY ENTERPRISES	20200304	R 21 778.00	R 3 266.70	R 25 044.70	11	ROAD SIGNS FOR STREETS HERMANUS	R 25 044.70	11
107046	KAAP AGRI AGRIMARK LIQUORMARK	20200520	R 14 100.00	R 2 115.00	R 16 215.00	11	10 X MATABI SPRAYER SUPER AGRO 16L FOR PARKS HERMANUS	R 16 215.00	11
105739	BLU-VINE TECHNOLOGIES (PTY) LTD	20200303	R 25 346.00	R 3 801.90	R 29 147.90	11	2 X 55SCREENS* FOR ICT DEPARTMENT	R 29 147.90	11
106260	RC SUPPLIERS	20200318	R 3 016.85	R 452.51	R 3 469.36	11	CANON IXUS 185 CAMERA + USB CABLE & STATIONERY ITEMS FOR INTERNAL AUDIT OFFICE	R 3 469.36	11
SC 2057/2019	UNIVERSAL TRADING	20200619	R 52 278.26	R 7 841.74	R 60 120.00	11	SUPPLY & DELIVERY OF SMOKE ALARMS FOR FIRE DEPARTMENT	R 60 120.00	11
TOTAL			R 333 498.01	R 45 172.33	R 378 670.34				