

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

8/2/2

C Le Roux

Deputy Director: Finance & SCM

08 April 2020

(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 March 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 March 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 March 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 March 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 March 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 - MARCH 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	105743	GENTECHNIC (HANNIGAN KG)	20200303	Clause 36(1)(a)(i)	R 54 050.00	R -	R -	R 54 050.00	SUPPLY AND INSTALL NEW 60KVA ALTERNATOR
2	SCD3184/2020	SAFEQUIP (PTY) LTD	20200324	Clause 36(1)(a)(i)	R 315 580.00	R -	R 47 334.00	R 362 914.00	PROCURMENT OF PROTECTIVE CLOTHING FOR RENDERING OF ESSENTIAL SERVICES (CHEMICAL RESPONSE HAZMAT)
3	SCD3184/2020	SAFEQUIP (PTY) LTD	20200324	Clause 36(1)(a)(i)	R 368 700.00	R -	R 55 305.00	R 424 005.00	PROCURMENT OF PROTECTIVE CLOTHING FOR RENDERING OF ESSENTIAL SERVICES (CHEMICAL RESPONSE HAZMAT)
4	SCD3174/2020	WORKING ON FIRE (PTY) LTD	20200324	Clause 36(1)(a)(i)	R 241 873.00	R -	R 38 280.95	R 279 153.95	AERIAL SUPPORT AND GROUND TEAM SUPPORT
5	105405	RATINGS AFRICA	20200320	Clause 36(1)(e)(ii)	R 13 043.48	R -	R 1 956.52	R 15 000.00	FINANCIAL SUSTAINABILITY ANALYSIS
6	105244	SECMA INTERNATIONAL SECURITY (20200213	Clause 36(1)(e)(v)	R 1 304.35	R -	R 195.66	R 1 500.00	PROVISION OF ALARM MONITORING AND ARMED RESPONSE FOR GANSBAAI SCD3100C/2018
	105242	SAFE SECURITY SYSTEMS STANFORD	20200213	Clause 36(1)(a)(v)	R 2 718.27	R -	R 407.73	R 3 126.00	PROVISION OF ALARM MONITORING AND ARMED RESPONSE FOR STANFORD SCD3100C/2018
7	104647	INVUYANI SAFETY CC	20200123	Clause 36(1)(a)(v)	R 3 245.00	R -	R 468.75	R 3 713.75	REPAIR WORK TO PERSONNEL PROTECTIVE CLOTHING
8	SCD3181/2020	VISAGIE VOS	20200312	Clause 36(1)(a)(v)	R 173 913.05	R -	R 26 686.96	R 200 000.01	APPOINTMENT OF INVESTIGATOR: COUNCIL'S RESOLUTION, SPECIAL COUNCIL MEETING-09 MARCH 2020
9	105686	THEMBEKA PROPERTIES (PTY) LTD	20200228	Clause 36(1)(a)(v)(d)	R 3 960.00	R -	R 594.00	R 4 554.00	ADVERT ERP 4896 HON - NM 392020 TO BE PLACED IN THE VILLAGE NEWS 04/03/2020 - AFR. ENG & XHOSA
10	105763	BURGER A DIVISION OF MEDIA 24	20200303	Clause 36(1)(a)(v)(d)	R 4 533.92	R -	R 725.08	R 5 259.01	ADVERT NOTICE OF PUBLIC MEETING - MARCH 2020
11	105781	INDEPENDENT NEWSPAPERS (PTY) L	20200304	Clause 36(1)(a)(v)(d)	R 1 768.93	R -	R 268.33	R 2 037.26	ADVERT CANCELLATION OF TENDERS CIT PLACING 06/03
12	105782	INDEPENDENT NEWSPAPERS (PTY) L	20200304	Clause 36(1)(a)(v)(d)	R 2 855.60	R -	R 383.34	R 2 938.94	ADVERT SC 2091/2020 LABORATORY SERVICES PLACING 06/03/202
13	105783	BURGER A DIVISION OF MEDIA 24	20200304	Clause 36(1)(a)(v)(d)	R 4 536.00	R -	R 680.40	R 5 216.40	ADVERT SC 2091/2020 LABORATORY SERVICES PLACING 06/03/202
14	105784	BURGER A DIVISION OF MEDIA 24	20200304	Clause 36(1)(a)(v)(d)	R 4 536.00	R -	R 680.40	R 5 216.40	ADVERT CANCELLATION OF TENDERS PLACING 06/03
15	105785	BURGER A DIVISION OF MEDIA 24	20200304	Clause 36(1)(a)(v)(d)	R 3 698.52	R -	R 554.48	R 4 253.00	ADVERT CANCELLATION OF TENDERS 06/03 HITMES
16	105863	AYANDA MBANGA COMMUNICATIONS (20200306	Clause 36(1)(a)(v)(d)	R 5 342.62	R -	R 801.39	R 6 144.00	TAALVERS. EN PLASING VAN GROEP ADVERT. IN DIE HERMANUS TIMES VAN DO 12/03/2020 AFR & ENG CAM139109
17	105864	AYANDA MBANGA COMMUNICATIONS (20200306	Clause 36(1)(a)(v)(d)	R 17 017.29	R -	R 2 452.59	R 19 469.88	TAALVERS. EN PLASING VAN GROEP ADVERT. IN DIE BURGER VAN SA 14/03/2020 AFR CAM139117
18	105872	THEMBEKA PROPERTIES (PTY) LTD	20200306	Clause 36(1)(a)(v)(d)	R 3 696.00	R -	R 554.40	R 4 250.40	ADVERT ERP 11171 HNS - MN 392020 - PLACED IN THE VILLAGE NEWS ON 11/03/2020 - AFR. ENG. XHOSA
19	105826	THEMBEKA PROPERTIES (PTY) LTD	20200305	Clause 36(1)(a)(v)(d)	R 2 940.00	R -	R 366.00	R 3 306.00	ADVERT CORRECTION NOTICE: ERP 4164. O/O R43 DISTRICT ROAD AND CHANTECLAIR AVENUE. CHANTECLAIR. ONRUS RIVER
20	105856	BURGER A DIVISION OF MEDIA 24	20200306	Clause 36(1)(a)(v)(d)	R 5 866.96	R -	R 853.04	R 6 720.00	PUBLISH NOTICE 36/2020 FOR 2ND SV 2019/2020 ON 12/03/2020
21	105853	OVERSTRAND HERALD	20200306	Clause 36(1)(a)(v)(d)	R 2 782.76	R -	R 417.86	R 3 200.62	PUBLISH NOTICE 36/2020 2ND SV 2019/2020 ON 12/03/2020
22	105885	GANSBAAI COURANT BK	20200309	Clause 36(1)(a)(v)(d)	R 3 579.14	R -	R 538.66	R 4 116.00	PUBLISH OF NOTICE 36/2020 2ND SV 2019/2020 ON 12 & 18 MARCH 2020
23	105854	OVERSTRAND HERALD	20200306	Clause 36(1)(a)(v)(d)	R 2 785.76	R -	R 417.86	R 3 203.62	PUBLISH NOTICE 36/2020 2ND SV 2019/2020 ON 19/03/2020
24	105857	BURGER A DIVISION OF MEDIA 24	20200306	Clause 36(1)(a)(v)(d)	R 5 868.96	R -	R 853.04	R 6 722.00	PUBLISH NOTICE 36/2020 FOR 2ND SV 2019/2020 ON 19/03/2020
25	108019	OVERSTRAND HERALD	20200312	Clause 36(1)(a)(v)(d)	R 1 799.85	R -	R 268.62	R 2 068.47	ADVERT COTY EXTENSION NOTICE - 19.03.2020.

#	Request	Supplier	Date	Deviaton in terms of Clause 36(1)(a)	Amount Operational	Amount Capital	VAT	Value of the Deviation	Comments / Line description
26	106018	THEBEKA PROPERTIES (PTY) LTD	20200312	Clause 36(1)(a)(v)(d)	R 2 640.00	R -	R 386.00	R 3 026.00	ADVERT CCTV EXTENSION NOTICE - 19.03.2020.
27	106016	BURGER A DIVISION OF MEDIA 24	20200512	Clause 36(1)(a)(v)(d)	R 3 791.31	R -	R 588.70	R 4 380.01	ADVERT CCTV EXTENSION NOTICE - 19.03.2020.
28	106233	INDEPENDENT NEWSPAPERS (PTY) L	20200317	Clause 36(1)(a)(v)(d)	R 2 300.04	R -	R 345.01	R 2 645.05	ADVERT SC 2084 SUPPLY OF DIESEL OCP PLACING 2003
29	106232	BURGER A DIVISION OF MEDIA 24	20200317	Clause 36(1)(a)(v)(d)	R 4 536.00	R -	R 680.40	R 5 216.40	ADVERT SC 2084 SUPPLY OF DIESEL OCP PLACING 2003
30	106390	AYANDA MBANGA COMMUNICATIONS (20200320	Clause 36(1)(a)(v)(d)	R 10 784.67	R -	R 1 614.69	R 12 379.36	EXTERNAL BURSARY ADVERTISEMENT
31	106463	GANSBAAI COURANT BK	20200323	Clause 36(1)(a)(v)(d)	R 2 595.14	R -	R 380.26	R 2 984.40	NOTICE NO. 39/2020 DRAFT IDP COMBINED ADVERT
32	106443	OVERSTRAND HERALD	20200323	Clause 36(1)(a)(v)(d)	R 2 785.76	R -	R 417.88	R 3 203.62	NOTICE NO.39/2020 DRAFT IDP COMBINED ADVERT
33	106461	GANSBAAI COURANT BK	20200323	Clause 36(1)(a)(v)(d)	R 2 595.14	R -	R 389.26	R 2 984.40	GRANT-IN-AID NOTICE NO 40/2020 IN GANSBAAI COURANT OF 27 MARCH 2020 IN 3 LANGUAGES ON 1 1/2 PAGES
34	106465	BURGER A DIVISION OF MEDIA 24	20200323	Clause 36(1)(a)(v)(d)	R 7 393.05	R -	R 1 108.96	R 8 502.00	NOTICE NO. 39/2020 DRAFT IDP COMBINED ADVERT
35	106460	GANSBAAI COURANT BK	20200323	Clause 36(1)(a)(v)(d)	R 2 595.14	R -	R 389.26	R 2 984.40	SC1793/2017&SC1634/2015 AMENDMENT ADVERT 26/03/2020
36	106466	OVERSTRAND HERALD	20200323	Clause 36(1)(a)(v)(d)	R 2 785.76	R -	R 417.88	R 3 203.62	SC1793/2017&SC1634/2015 AMENDMENT ADVERT 26/03/2020
37	106459	BURGER A DIVISION OF MEDIA 24	20200323	Clause 36(1)(a)(v)(d)	R 6 686.96	R -	R 853.04	R 7 540.00	SC1793/2017&SC1634/2015 AMENDMENT ADVERT 26/03/2020
38	106492	GANSBAAI COURANT BK	20200324	Clause 36(1)(a)(v)(d)	R 1 790.57	R -	R 268.43	R 2 059.00	ADVERT NOTICE NO: 42/2020 OVERSIGHT REPORT
39	106468	OVERSTRAND HERALD	20200323	Clause 36(1)(a)(v)(d)	R 2 785.76	R -	R 417.86	R 3 203.62	PUBLICATION OF GRANT-IN-AID NOTICE NO 40 / 2020 IN THE OVERSTRAND HERALD (KLEINMOND HANGSKLIP AREA)
40	106469	BURGER A DIVISION OF MEDIA 24	20200323	Clause 36(1)(a)(v)(d)	R 7 393.05	R -	R 1 108.96	R 8 502.00	PUBLICATION OF GRANT-IN-AID NOTICE IN LOCAL NEWSPAPER IN 3 LANGAUGES ON 27 MARCH 2020
41	106500	THEBEKA PROPERTIES (PTY) LTD	20200324	Clause 36(1)(a)(v)(d)	R 3 432.00	R -	R -514.90	R 3 946.90	ADVERT KENNISSEWING NR.-41/2020 KONSEPBEGROTING
42	106496	OVERSTRAND HERALD	20200324	Clause 36(1)(a)(v)(d)	R 1 790.85	R -	R 268.62	R 2 059.47	ADVERT KENNISSEWING NR.-41/2020 KONSEPBEGROTING
43	106511	BURGER A DIVISION OF MEDIA 24	20200324	Clause 36(1)(a)(v)(d)	R 5 696.96	R -	R 853.04	R 6 540.00	ADVERT KENNISSEWING NR.-41/2020 KONSEPBEGROTING
44	106509	GANSBAAI COURANT BK	20200324	Clause 36(1)(a)(v)(d)	R 1 789.57	R -	R 269.43	R 2 059.00	ADVERT KENNISSEWING NR.-41/2020 KONSEPBEGROTING
45	106543	BURGER A DIVISION OF MEDIA 24	20200324	Clause 36(1)(a)(v)(d)	R 4 533.92	R -	R 725.08	R 5 259.00	ADVERT SC2086/2020
46	106551	BURGER A DIVISION OF MEDIA 24	20200324	Clause 36(1)(a)(v)(d)	R 4 536.00	R -	R 680.40	R 5 216.40	ADVERT SC 2059/2019
47	106537	GANSBAAI COURANT BK	20200324	Clause 36(1)(a)(v)(d)	R 1 790.57	R -	R 268.43	R 2 059.00	ADVERT SC 2086/2020
48	106534	BURGER A DIVISION OF MEDIA 24	20200324	Clause 36(1)(a)(v)(d)	R 4 536.00	R -	R 680.40	R 5 216.40	ADVERT SC 2086/2020
49	106526	INDEPENDENT NEWSPAPERS (PTY) L	20200324	Clause 36(1)(a)(v)(d)	R 2 811.16	R -	R 421.67	R 3 232.83	ADVERT SC 2065/2019
50	106527	INDEPENDENT NEWSPAPERS (PTY) L	20200324	Clause 36(1)(a)(v)(d)	R 2 300.05	R -	R 345.00	R 2 645.05	ADVERT SC 2086/2020
51	106552	THEBEKA PROPERTIES (PTY) LTD	20200324	Clause 36(1)(a)(v)(d)	R 5 016.00	R -	R 752.40	R 5 768.40	ADVERTISE THE GRANT-IN AID NOTICE IN THE NEWSPAPER 01 APRIL 2020
52	106501	THEBEKA PROPERTIES (PTY) LTD	20200324	Clause 36(1)(a)(v)(d)	R 2 376.00	R -	R 356.40	R 2 732.40	ADVERT NOTICE NO: 42/2020 OVERSIGHT REPORT

52 R 1 354 660.89 R - R 195 081.45 R 1 549 752.34

TOTAL



Schedule of approvals in terms of Clause 17(2) of the SCM Policy - Overstrand Municipality - March 2020									
Received only one quote by closing time and date of submission of quotation									
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		
104899	HS METALWORKS	20200131	R 29 880.00	R -	R 29 880.00	10	MANUFACTURING AND INSTALLATION OF SECURITY GATES IN STANFORD		
105041	BOTRIVIER BOEREMARK	20200205	R 3 065.00	R 459.75	R 3 524.75	11	500 X BAG POLYPROP 62 X 95 WHITE 50KG FOR SOLID WASTE, HERMANUS		
105441	VOLTEX (PTY) LTD - OVERSTRAND	20200220	R 25 200.00	R 3 780.00	R 28 980.00	11	9 X F/LITE 400WHPS RL101 WIDE (ELECTRICAL ITEMS) HERMANUS ELECTRICAL DEP.		
105400	VUYANI ELECTRICAL SUPPLIES CC	20200219	R 3 050.00	R 457.50	R 3 507.50	11	THREE-D UNI-T TRSM CLAMP MOTOR+HVAC/R UT219DS (ELECTRICAL ITEMS)		
105507	REVELATION SERVICES (PTY) LTD	20200221	R 5 264.00	R -	R 5 264.00	11	VENUE & TEA/COFFEE FOR MFMA EXAMINATION FOR 23 LEARNERS		
105527	ADVANCE OFFICE SUPPLIES CC	20200221	R 8 344.06	R 1 251.63	R 9 595.69	11	BANTEX PAPER CUBE HOLDER COMPLETE 800X80GSM (STATIONERY FOR KLEINMOND OPERATIONAL)		
105402	BOTRIVIER BOEREMARK	20200219	R 3 064.46	R 459.67	R 3 524.13	11	NATURAL OAK WFC, CUTTING OF FULL BOARDS (CARPENTRY MATERIAL) FOR HERMANUS		
105504	INC PRINT SOLUTIONS	20200221	R 21 870.00	R 3 280.50	R 25 150.50	11	1000 X BRANDED NOTEBOOKS, A5 SIZE, FULL COLOUR FOR COMMUNICATIONS DEPARTMENT		
105415	SAFETYXPRESS STROMBERG CAPE SA	20200219	R 19 292.24	R 2 893.84	R 22 186.08	11	8 GALV GUARD RAILS + 64 BOLTS (ROAD SIGNS MATERIAL) FOR HERMANUS		
105545	LINABO BUILDING PROJECTS (PTY)	20200224	R 9 400.00	R -	R 9 400.00	11	50 X 210L OPEN TOP METAL GREEN DRUMS WITHOUT LIDS FOR GANSBAAI		
105409	BOTRIVIER BOEREMARK	20200219	R 7 700.30	R 1 155.05	R 8 855.35	11	STERWOOD WHITE WFC, CUTTING OF FULLBOARDS (CARPENTRY MATERIAL) FOR HERMANUS		
105752	VOLTEX (PTY) LTD - OVERSTRAND	20200303	R 8 095.00	R 1 214.25	R 9 309.25	11	CRABTREE CLASSIC SSO + YOKE 100X100 DUO 16A WHITE MONOBLOCK (ELECTRICAL ITEMS) HERMANUS ELECTRICAL DEP.		
105814	MEMOTEK TRADING CC	20200304	R 1 920.00	R 288.00	R 2 208.00	11	1 X EXTRACTION FAN 300MM, 220V FOR LORTON GARDINER		
105682	KAAP AGRI AGRIMARK LIQUORMARK	20200228	R 16 080.00	R 2 412.00	R 18 492.00	11	9 X HI VIZ RIPROOF JACKET YEL M, 15 X WTER DEF FLEECE JACKET NAVY M (UNIFORM FOR HERMANUS ELECTRICAL DEP.)		
105291	BOTRIVIER BOEREMARK	20200214	R 13 948.80	R 2 092.32	R 16 041.12	11	SHADE MIX LAWN/ GRASS SEED 120KG FOR HAWSTON SWIMMING POOL		
TOTAL		15	R 176 173.86	R 19 744.51	R 195 918.37				