

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

8/2/2

C Le Roux

04 May 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 April 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 April 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 April 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 April 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 April 2020, **be noted**.

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

SCHEDULE OF DEVIATIONS IN TERMS OF CLAUSE 36(1)(g) OF THE SCM POLICY - OVERSTRAND MUNICIPALITY - APRIL 2020									
#	Request	Supplier	Date	Deviation in terms of Clause 36(1)(g)	Amount Operational	Amount Capital	VAT	Value of the Deviation	Comments / Line description
1	108880	BURGER A DIVISION OF MEDIA 24	20200421	Clause 36(1)(b)(v)(d)	R 4 536.00		R 680.40	R 5 216.40	ADVERT SC 2092/2020 PANEL OF ATTORNEYS PLACING 24/04
2	108877	BURGER A DIVISION OF MEDIA 24	20200421	Clause 36(1)(b)(v)(d)	R 4 833.82		R 726.08	R 5 559.00	ADVERT SC 2092/2020 PANEL OF ATTORNEYS PLACING 24/04
3	108876	INDEPENDENT NEWSPAPERS (PTY) LTD	20200421	Clause 36(1)(a)(v)(d)	R 3 202.94		R 480.44	R 3 683.38	ADVERT SC 2092/2020 PANEL OF ATTORNEYS PLACING 24/04
4	SCD3165/2020	BOLAND TOILET SERVICES (PTY) LTD	20200408	Clause 36(1)(a)(f)	R 163 993.16		R 24 586.97	R 188 592.13	HIRING OF CHEMICAL TOILETS FOR INVADED AREAS
		ALESS FEUER CC	20200417	Clause 36(1)(a)(f)	R 284 302.28		R 42 645.34	R 326 947.63	SUPPLY AND DELIVERY OF DISINFECTANT
5	SCD3187/2020	FREMTAC FIRE AND RESCUE CC	20200417	Clause 36(1)(a)(f)	R 148 575.00		R 22 436.25	R 172 011.25	SUPPLY AND DELIVERY OF DISINFECTANT
6	SCD3169/2020	FREMTAC FIRE AND RESCUE CC	20200421	Clause 36(1)(a)(f)	R 441 925.60		R 68 288.89	R 508 214.33	SUPPLY AND DELIVERY OF DISINFECTANT
7	SCD3190/2020	OK FOODS GANSBAAI	20200422	Clause 36(1)(a)(f)	R 434 782.61		R 65 217.39	R 500 000.00	SUPPLY AND DELIVERY OF GROCERY ITEMS
8	SCD3188/2020	HEALTHANDS (PTY) LTD	20200421	Clause 36(1)(a)(f)	R 1 551 960.87		R 232 779.13	R 1 784 640.00	SUPPLY AND DELIVERY OF PPE
TOTAL					R 3 039 012.29	R	R 455 851.83	R 3 494 864.12	

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Schedule of approvals in terms of Clause 17(2) of the SCM Policy - Overstrand Municipality - April 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		
104758	J HUISAMEN SIELKUNDIGE	20200127	R 25 000.00	R -	R 25 000.00	10	PSYCHOLOGIST SERVICES REQUIRED BY HUMAN RESOURCE DEP. FOR ELECTRICAL DEPT EMPLOYEES		
106614	DERELIZE PRINTING	20200414	R 25 000.00	R -	R 25 000.00	10	200 X A534 FINE BOOKS FOR TRAFFIC SERVICES		
106032	SPINNINGYOURWEB (PTY) LTD	20200312	R 20 000.00	R 3 000.00	R 23 000.00	10	CLOUD AIDED DISPATCH LICENSE AND COMPUTER TO RUN THE APPLICATION FOR FIRE SERVICES.		
106674	GANSBAAI APTEEK	20200326	R 13 913.05	R 2 086.95	R 16 000.00	11	200 X FLU VACCINES FOR SISTER MOUTON		
TOTAL			R 83 913.05	R 5 086.95	R 89 000.00				