



**ORDINARY MEETING OF THE MAYORAL  
COMMITTEE**

**GEWONE VERGADERING VAN DIE  
BURGEMEESTERSKOMITEE**

**INTLANGANISO YESIQHELO YEKOMITI  
KASODOLOPHU**

**A G E N D A**

**I-AJENDA**

**DATE / DATUM / UMHLA :  
VENUE / PLEK / INDAWO :**

**28 APRIL / APRELI 2016  
BANQUETING HALL / BANKETSAAL  
CIVIC CENTRE / BURGERSENTRUM /  
IZIKO LOLUNTU  
HERMANUS**

**TIME / TYD / IXESHA :**

**10:00**

## **MUNICIPALITY / MUNISIPALITEIT / UMASIPALA WE-OVERSTRAND**

Office of the Municipal  
Manager  
Municipal Offices  
HERMANUS

**22 April 2016**

### **NOTICE TO ALL ALDERMEN AND COUNCILLORS**

**NOTICE IS HEREBY GIVEN** that an **ORDINARY MEETING** of the **MAYORAL COMMITTEE** will be held in the **Banqueting Hall, Civic Centre, HERMANUS**, on **THURSDAY, 28 APRIL 2016** at **10:00** to consider the items set out on the attached agenda.

**C GROENEWALD**  
**MUNICIPAL MANAGER**

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**22 April 2016**

### **KENNISGEWING AAN ALLE RAADSHERE EN RAADSLEDE**

**KENNIS WORD HIERMEE GEGEE** dat 'n **GEWONE VERGADERING** van die **BURGEMEESTERSKOMITEE** gehou sal word in die **Banketsaal, Burgersentrum, HERMANUS**, op **DONDERDAG, 28 APRIL 2016** om **10:00** vir oorweging van die items op die meegaande agenda.

**C GROENEWALD**  
**MUNISIPALE BESTUURDER**

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**22 April 2016**

### **ISAZISO ESIYA KUBO BONKE OOCEBAKHULU NOOCEBA**

### **INTLANGANISO YESIQHELO YEKOMITI KASODOLOPHU WE-OVERSTRAND**

**OKU KUKWAZISA** ukuba intlanganiso **YESIQHELO yeKOMITI KASODOLOPHU**, iza kuba se **Banqueting Hall, kwiZiko, eHermanus ULWESINE UMHLA, 28 APRELI 2016** ngeye-**10:00** ukuqwalasela imicimbi ekule ajenda iqhotyoshelwe apha.

**C GROENEWALD**  
**UMPHATHI KAMASIPALA**

**AGENDA/...**

- 1. OPENING**
  
- 2. APPLICATIONS FOR LEAVE OF ABSENCE**
  
- 3. CONFIRMATION OF MINUTES**
- 3.1 Minutes of an **Ordinary Meeting** of the **Mayoral Committee** held on **Wednesday, 30 March 2016 at 10:00**
  
- 4. STATEMENTS AND COMMUNICATIONS BROUGHT FORWARD BY THE EXECUTIVE MAYOR/EXECUTIVE DEPUTY MAYOR**

**5. SUPPLY CHAIN MANAGEMENT IMPLEMENTATION REPORT – 2015/2016 :  
3<sup>RD</sup> QUARTER: 01 JANUARY TO 31 MARCH 2016**

**8/2/2**

**C Le Roux**

**(028) 313 8107**

**Corporate Head Office**

**08 April 2016**

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**1. Executive Summary**

In terms of Clause 6(3) of Council's Supply Chain Management Policy, the Municipal Manager must, within 10 business days of each quarter, submit a report on the implementation of the Supply Chain Management Policy to the Executive Mayor.

**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)  
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, specifically regarding the following:

- a) awards made through the bid committee system for the 3<sup>rd</sup> Quarter of the 2015/2016 financial year, 01 January to 31 March 2016;
- b) deviations in terms of Clause 36 of the Supply Chain Management Policy;
- c) minor breaches approved by the Accounting Officer in terms of Clause 36(2) of the Supply Chain Management Policy;
- d) objections and complaints received; and

- e) incidences of non-compliance and irregular expenditure identified and currently undergoing investigation.

### Discussion

#### a) Bid Awards

Bids are awarded in terms of Council's Supply Chain Management Policy and the preferential points system prescribed in the Preferential Procurement Policy.

All awards between R30 000 up to R10 million were approved through the bid committee system.

Procurement transactions have been processed through the bid committee system within the following timeframes:

Procurement Function	2015/2016 3 <sup>rd</sup> Quarter	2015/2016 to date	2014/2015
Bids Processed	7	65	124
Bids Processed- Average per Quarter	22	22	31
Average days from final evaluation to Bid Adjudication Committee	4	5	7
Average days from initiation to Bid Specification Committee	9	10	7
<b>Estimated Value of Awards (R)</b>	<b>10 531 753</b>	<b>1 083 968 052</b>	<b>326 565 348</b>

A schedule of these awards for the 3<sup>rd</sup> Quarter of 2015/2016 is attached as **Annexure A**.

#### Value of all Awards

The total value of tenders awarded by the Supply Chain Management Unit for the 3<sup>rd</sup> Quarter of 2015/2016 is:

	Operational Amount (Excluding VAT, where applicable)	Capital Amount (Excluding VAT, where applicable)	VAT @ 14%	Value of Awards (Including VAT, where applicable) for Q3
<b>Bid Awards (7)</b>	<b>R 1 089 726</b>	<b>R 8 148 654</b>	<b>R 1 293 373</b>	<b>R 10 531 753</b>

### b) Deviations – Clause 36(1)(a)

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

Deviations approved by the Accounting Officer or by the delegated officials were motivated in terms of the following categories for applications approved for the 2015/2016 year to date is compared to the 2014/2015 financial year as per the following schedule:

SCM Policy	Description	2015/2016 3 <sup>rd</sup> Quarter	2015/2016 to date	2014/2015
Clause 36(1)(a)(i)	Emergency	5	7	10
Clause 36(1)(a)(ii)	Sole Provider	2	12	19
Clause 36(1)(a)(iii)	Special works of Art	0	2	2
Clause 36(1)(a)(iv)	Animals for zoos	0	0	0
Clause 36(1)(a)(v)	Impractical Impossible	6	33	55
Clause 36(1)(a)(v)(a)	Strip & quote repairs	4	4	0
Clause 36(1)(a)(v)(b)	Unskilled Labour (LLPP)	0	0	0
Clause 36(1)(a)(v)(c)	Acquisition of legal services	32	32	0
Clause 36(1)(a)(v)(d)	Advertisements	23	23	0
Clause 36(1)(a)(v)(e)	Accommodation & travel	4	4	0
Clause 36(1)(a)(v)(f)	Membership & subscription	0	0	0
Clause 36(1)(a)(v)(g)	Conferences & workshops	1	1	0
		<b>77</b>	<b>118</b>	<b>86</b>

The Supply Chain Management Policy was amended on 24 February 2016 with specific reference to clauses 2(3) and 36(1)(a)(v), to ensure adherence to National Treasury's call for uniformity in supply chain practices, procedures and forms between organs of state.

Deviations approved in terms of clauses 36(1)(a)(i) – (v)(a) and clauses 36(1)(a)(v)(b)-(g) is attached as **Annexure B1** and **Annexure B2** respectively.

### Value of all Deviations awarded

The total value of deviations processed via the Supply Chain Management Unit for the 3<sup>rd</sup> Quarter of 2015/2016, are as follows:

	Operational Amount (Excluding VAT, where applicable)	Capital Amount (Excluding VAT, where applicable)	VAT @ 14%	Value of Awards (Including VAT, where applicable) for Q3
Deviations (77)	R 1 244 198	R -	R 130 597	R 1 374 795

**c) Minor Breaches**

The Supply Chain Management Policy states in Clause 36(1)(b) that the Accounting Officer may consider ratifying any minor breach of the procurement processes by an official or committee acting in terms of delegated powers or duties which are purely of a technical nature.

The Accounting Officer approved zero (0) minor breach of the Supply Chain Management Policy in the 3<sup>rd</sup> Quarter of the 2015/2016 financial year:

SCMMB #	Date approved	Description
#	DD/MM/YY	Not applicable for the period

**d) Objections and Complaints – Clauses 49 & 50**

In terms of Clause 49 of the SCM Policy, persons aggrieved by decisions or actions taken in the implementation of the supply chain management system, may lodge a written objection against the decision or action within 10 business days of the decision or action.

These objections must be dealt with and resolved in terms of Clause 50(1) of the SCM Policy. In terms of this, the Accounting Officer has appointed an 'appeals authority' which must strive to resolve all objections within 46 business days of receipt and report to the Accounting Officer on a monthly basis on the objections received, attended to and resolved in terms of Clause 50(3) of the Policy.

Council is hereby informed of disputes, objections, queries and complaints dealt with during the 3<sup>rd</sup> Quarter of 2015/2016, attached as **Annexure C**.

**e) Incidences of Non-compliance and Irregular Expenditure**

In terms of Section 32(4) of the Local Government Municipal Finance Management Act (56 of 2003) the Executive Mayor, inter alia, must be made aware of all possible irregular expenditure incurred by the municipality.

A register of all incidences of irregular expenditure identified and currently undergoing investigation is attached as **Annexure D**.

**7. Financial Implications**

None

**8. Staff Implications**

None

**9. Comments from other Departments, Divisions and Administrations**

None

**10. Annexures**

- Annexure A: Schedule of Awards made through the Bid Committee system
- Annexure B: Schedules of Deviations from the procurement processes
- Annexure C: Schedule of disputes, objections, queries and complaints received
- Annexure D: Schedule of Irregular Expenditure

**RECOMMENDATION TO THE COUNCIL:**

that **cognisance be taken** of the activities undertaken and outcomes achieved in the implementation of the Overstrand Municipality Supply Chain Management Policy for the 3<sup>rd</sup> Quarter of 2015/2016;

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



## SUPPLY CHAIN MANAGEMENT REPORT IN TERMS OF CLAUSE 5(3) OF THE SCM POLICY

## TENDERS &amp; FORMAL WRITTEN QUOTATIONS AWARDED TO THE BIDDER SCORING THE HIGHEST POINTS AS WELL AS TENDERS CANCELLED IN TERMS OF COUNCIL'S PREFERENTIAL PROCUREMENT POLICY- JANUARY TO MARCH 2016

#	Tender #	Description	Date Awarded / Cancelled	Awarded to	B-BBEE Status Level	Completion Period	Amount Operational	Amount Capital	VAT @ 14%	Total Amount (Including VAT)
1	SC1627/2015	Zweilthe and Hewston sportsfields lighting	29/01/2016	Cancelled - Validity period expired	N/A	N/A	-	-	-	-
2	SC1651/2015	Stanford Sewer Retention Upgrade, Phase 7	22/01/2016	Bumar Civils (Pty) Ltd	Non-compliant Contributor	32 weeks	-	R 5 152 400,00	R 721 336,00	R 5 873 736,00
3	SC1654/2015	Replacement of two airconditioning units at the Hawston Library and the relocation of two airconditioning units at the Banquetting Hall, Hermanus	25/02/2016	Gansbaai Aircon & Refrigeration CC	3	2 weeks	R 9 200,00	-	R 1 288,00	R 10 488,00
4	SC1660/2015	Provision of Multi-Functional Office Machines to Overstrand Municipality for a contract period ending 30 June 2018	19/02/2016	Konica Minolta SA, a Division of Blovest Office (Pty) Ltd.	3	30/06/2018	R 864 420,80	-	R 121 018,91	R 985 439,71
5	SC1660/2015	Provision of Multi-Functional Office Machines to Overstrand Municipality for a contract period ending 30 June 2018	19/02/2016	Safika Business Solutions and Services (Pty) Ltd.	1	30/06/2018	R 216 105,20	-	R 30 254,73	R 246 359,93
6	SC 1655/2015	Construction of Kidbrooke Pump Station, Rising Mains and Refurbishment of Palmiet River Weir and Buffels River Dam Bridge	04/03/2016	Peter Stanke Civils CC	2	30/06/2016	-	R 2 832 176,45	R 396 504,71	R 3 228 681,16
7	SC 1562A/2016	Extension of Contract for the Alterations and Additions to Offices at Preeksteek Rotary Way, Hermanus	15/03/2016	Deshelf 26 CC via Lighthouse Construction	N/A	30/06/2016	-	R 164 077,59	R 22 970,87	R 187 048,46
							R 1 089 726,00	R 8 148 654,04	R 1 293 373,22	R 10 531 753,26



**SUPPLY CHAIN MANAGEMENT REPORT IN TERMS OF CLAUSE 6(3) OF THE SCM POLICY  
DEVIATIONS FROM THE POLICY, APPROVED IN TERMS OF CLAUSE 36(1)(a)(i) - (v)(a) FOR THE QUARTER - JANUARY TO MARCH 2016**

#	Deviation #	Dated	Received	Date Approved	Deviation in terms of Clause 36(1)(a)	Description	Responsible Official	Awarded to	Amount Operational	Amount Capital	VAT @ 14%	Value of the Deviation
1	SCD2866/2016	2016/01/07	2016/01/07	2016/01/07	Clause 36(1)(a)(ii)	Procurement of Spare Parts for JCB Digger Loader, CEM 8154, and Vibromax Pedestrian Roller from Sole Supplier	Manager: Housing, Frans F Ltd	Kemach Equipment (Pty) Ltd	R 9 702.71	R -	R 1 358.38	R 11 061.09
2	SCD2868/2016	2016/01/07	2016/01/11	2016/01/12	Clause 36(1)(a)(v)	PAYE legislative update symposium and practical workshop - 12 & 13 April 2016 - Payday Software Systems (Pty) Ltd.	Acting Senior Manager: HR, Floors, N	Payday Software Systems (Pty) Ltd.	R 8 768.42	R -	R 1 227.58	R 9 996.00
3	SCD2869/2016	2016/01/05	2016/01/07	2016/01/12	Clause 36(1)(a)(v)(a)	Repair of Alarm System Panel Box by current service provider at Stanford Municipal Offices as it would be impractical to obtain quotations from other service providers	Deputy Director: Operational Services, Bartman M	Bopawana Security CC t/a Safe Security Systems Stanford	R 5 585.79	R -	R -	R 5 585.79
4	SCD2870/2016	2016/01/12	2016/01/12	2016/01/14	Clause 36(1)(a)(i)	Investigation of reasons for RF Network failure and repairs to the Radio Frequency Sector problem at the Olifantsberg high site in Hermanus.	Manager: Systems Development, C Johnson	Gijima Holdings (Pty) Ltd	R 3 846.00	R -	R 538.44	R 4 384.44
5	SCD2872/2016	2016/01/22	2016/01/22	2016/01/27	Clause 36(1)(a)(i)	Locating MV cable fault between Morkel and Eastcliff minisub	Snr. Manager: Electro-Technical Services, JH du Plessis	Caltest CC t/a Protection Testing	R 6 060.00	R -	R 848.40	R 6 908.40
6	SCD2873/2016	2016/01/26	2016/01/27	2016/01/27	Clause 36(1)(a)(v)	Attending Sport Facilities Indaba in Cape Town	Director: LED, S Madikane	Taranisco Advisory	R 3 026.32	R -	R 423.88	R 3 450.00
7	SCD2871/2016	2016/01/18	2016/01/21	2016/02/24	Clause 36(1)(a)(v)	Exhibiting at the 2016 Cape Getaway Show	Director: LED, S Madikane	Ramsay Media (Pty) Ltd	R 13 725.00	R -	R 1 921.50	R 15 646.50
8	SCD2874/2016	2016/01/26	2016/01/26	2016/02/03	Clause 36(1)(a)(v)(a)	Urgent repairs on tractors CEM 21823 & CEM 19287	Acting Manager: FW Frans	URSUS SA	R 17 637.00	R -	R 2 468.18	R 20 106.18
9	SCD2875/2016	2016/01/13 & 29	2016/01/28 & 29	2016/02/15	Clause 36(1)(a)(i)	Extinguish fires at Lemoenkop, Fernkloof Nature Reserve and Kidbrooke	Chief: Fire & Disaster	Vulcan Wildfire Management (Pty) Ltd	R 16 864.70	R -	R -	R 16 864.70
10	SCD2876/2016	2016/01/29	2016/01/29	2016/02/15	Clause 36(1)(a)(i)	Extinguish fire at Lemoenkop, Fernkloof Nature Reserve	Chief: Fire & Disaster	Henley Air (Pty) Ltd.	R 124 280.68	R -	R 17 399.30	R 141 679.98
11	SCD2877/2016	2016/02/05	2016/02/15	2016/02/17	Clause 36(1)(a)(v)(a)	Service and repairs to Self-containing breathing apparatus cylinders	Chief: Fire & Disaster	Drager South Africa (PTY) LTD	R 5 440.00	R -	R 761.60	R 6 201.60
12	SCD2878/2016	2016/02/19	2016/02/19	2016/02/22	Clause 36(1)(a)(v)	IMFO Conference - Effect of GRAP on the recognition and de-recognition of land and proposed housing as well as the latest updates on GRAP Standards: 23 February 2016	Senior Manager: Expenditure & Assets	IMFO ( Institute of Municipal Finance Officers )	R 2 368.42	R -	R 331.58	R 2 700.00
13	SCD2879/2016	2016/02/19	2016/02/19	2016/02/19	Clause 36(1)(a)(v)(a)	Urgent repairs on Tractor CEM 31017	Manager: Housing, Frans F	ARGO Landini	R 26 153.40	R -	R 3 661.48	R 29 814.88
14	SCD2880/2016	2015/01/05	2015/01/06	2016/02/23	Clause 36(1)(a)(i)	Membership fees for Southern Africa Revenue Protection Association (SARPA)	Director: Infrastructure and Planning, S Muller	SARPA	R 4 328.95	R -	R 606.05	R 4 935.00

**SUPPLY CHAIN MANAGEMENT REPORT IN TERMS OF CLAUSE 6(3) OF THE SCM POLICY**

**DEVIATIONS FROM THE POLICY, APPROVED IN TERMS OF CLAUSE 36(1)(a)(i) - (v)(a) FOR THE QUARTER - JANUARY TO MARCH 2016**

#	Deviation #	Dated	Received	Date Approved	Deviation in terms of Clause 36(1)(a)	Description	Responsible Official	Awarded to	Amount Operational	Amount Capital	VAT @ 14%	Value of the Deviation
15	SCD2867/2016	2016/01/05	14/01/2016	2016/03/04	Clause 36(1)(a)(v)	Payment of Membership Fees to Association of Municipal Electricity Utilities	Senior Manager: Electrotechnical Services, du Plessis J	Association of Municipal Electricity Utilities	R 2 008.77	R -	R 281.23	R 2 290.00
16	SCD2881/2016	2016/03/04	07/03/2016	2016/03/01	Clause 36(1)(e)(v)	Use of Sandbaai Hall for Ward Committee meetings	Area Manager: Hermanus, D Kearney	Sandbaai Hall Committee	R 10 950.00	R -	R -	R 10 950.00
17	SCD2883/2016	2016/03/22	2016/03/22	2016/03/22	Clause 36(1)(a)(i)	Hire of sewerage vacuum tankers for the period 22 March 2016 to 01 April 2016	Deputy Director: Operational Services, Bartman M	Jetvac South Africa (Pty) Ltd	R 179 200.00	R -	R 25 088.00	R 204 288.00
									R 439 946.16	R -	R 56 916.40	R 496 862.56

**SCHEDULE OF DEVIATIONS IN TERMS OF CLAUSE 36(1)(A)(V)(B)-(G) OF THE SCM POLICY - OVERSTRAND MUNICIPALITY - JANUARY TO MARCH 2016**

Request	Order	Supplier	Date	Deviation in terms of Clause 36(1)(a)(v)(b)-(g)	Value (VAT incl)	Comments / Line description
64054	211102	BURGER A DIVISION OF MEDIA 24	20160307	Clause 36(1)(a)(v)(d)	4 245.00	ERF 641, VERMONT: PROPOSED REMOVAL OF RESTRICTIONS & DEPARTURE
64056	211104	BURGER A DIVISION OF MEDIA 24	20160307	Clause 36(1)(a)(v)(d)	2 904.48	ERF 280 SANDBAAL: PROPOSED CONSENT USE & DEPARTURE
64626	211488	BURGER A DIVISION OF MEDIA 24	20160318	Clause 36(1)(a)(v)(d)	3 723.69	Standard By-law relating to Electricity Supply
64644	211509	BURGER A DIVISION OF MEDIA 24	20160318	Clause 36(1)(a)(v)(d)	4 245.00	ADVERT SC 1690/2016
64694	211518	BURGER A DIVISION OF MEDIA 24	20160322	Clause 36(1)(a)(v)(d)	6 702.64	ERF 1262 SANDBAAL: REMOVAL OF RESTRICTIVE CONDITIONS
64709	211510	BURGER A DIVISION OF MEDIA 24	20160322	Clause 36(1)(a)(v)(d)	3 642.85	ADVERT SC 1690.2016
64737	211536	BURGER A DIVISION OF MEDIA 24	20160323	Clause 36(1)(a)(v)(d)	3 723.69	Plasing van advertensie in die Hermanus Times van Do 24 Maart 2016 Eng en Afr. MF8IP WC0326048
64749	211665	BURGER A DIVISION OF MEDIA 24	20160323	Clause 36(1)(a)(v)(d)	4 245.00	ADVERT SC 1684.2016
64751	211675	BURGER A DIVISION OF MEDIA 24	20160323	Clause 36(1)(a)(v)(d)	4 245.00	ADVERT SC 1691.2016
64830	211645	BURGER A DIVISION OF MEDIA 24	20160329	Clause 36(1)(a)(v)(d)	4 468.43	NOTICE NO: 48/2016 DRAFT IDP & DRAFT SDBIP
64910	211670	BURGER A DIVISION OF MEDIA 24	20160330	Clause 36(1)(a)(v)(d)	4 468.43	KENNISG.:56/2016-KONSEPBEGROTING 2016/2017-PLASING 31/03/2016-(AFR/ENG/XHOS)
64409	211461	CHIN ATTORNEYS	20160315	Clause 36(1)(a)(v)(c)	30 260.00	Kleyhans Family Trust / Overstrand Mun: Fernkloof Estate FENCING
64243	211211	FAIRBRIDGES WERTHEIM BECKER ATT	20160310	Clause 36(1)(a)(v)(c)	2 818.50	OVE4/0094 ERF 11456
63972	211009	FAIRBRIDGES WERTHEIM BECKER (O	20160303	Clause 36(1)(a)(v)(c)	1 332.50	OVE4/0095 APPEAL AUTHORITY
63908	210945	FAIRBRIDGES WERTHEIM BECKER AT	20160302	Clause 36(1)(a)(v)(c)	109 713.78	OVE4/0093 WATER & SANITATION SERVICE SOUTH AFRICA
63909	210971	FAIRBRIDGES WERTHEIM BECKER AT	20160302	Clause 36(1)(a)(v)(c)	62 620.06	OVE4/0031 PARADISE PARK
63956	211010	FAIRBRIDGES WERTHEIM BECKER AT	20160303	Clause 36(1)(a)(v)(c)	1 853.50	OVE4/0005 HAWSTON SEA FARMS FOUNDATION, PREMIER WESTERN CAPE MINISTER HOUSING DEPARTMENT
63957	211012	FAIRBRIDGES WERTHEIM BECKER AT	20160303	Clause 36(1)(a)(v)(c)	2 288.20	OVE4/0060 TRANSFER ERF 2549 ONRUS
63958	211008	FAIRBRIDGES WERTHEIM BECKER AT	20160303	Clause 36(1)(a)(v)(c)	750.00	OVE4/0065 DAWID WILLOUGHBY ABBOTT
63960	210978	FAIRBRIDGES WERTHEIM BECKER AT	20160303	Clause 36(1)(a)(v)(c)	9 382.67	OVE4/0071 SANDMINE
63962	211014	FAIRBRIDGES WERTHEIM BECKER AT	20160303	Clause 36(1)(a)(v)(c)	3 943.50	OVE4/0044 BERGHOF
63964	210981	FAIRBRIDGES WERTHEIM BECKER AT	20160303	Clause 36(1)(a)(v)(c)	46 441.17	OVE4/0079 ERF 9024 ZWELIHLE
63966	210982	FAIRBRIDGES WERTHEIM BECKER AT	20160303	Clause 36(1)(a)(v)(c)	45 656.06	OVE4/0086 WHALECOVE MEMO
63968	211013	FAIRBRIDGES WERTHEIM BECKER AT	20160303	Clause 36(1)(a)(v)(c)	2 866.00	OVE4/0088 ERF 969 FRANSKRAAL GANSBAAI
63970	210980	FAIRBRIDGES WERTHEIM BECKER AT	20160303	Clause 36(1)(a)(v)(c)	9 943.89	OVE4/0093 WATER & SANITATION SERVICES SOUTH AFRICA
63971	211186	FAIRBRIDGES WERTHEIM BECKER AT	20160303	Clause 36(1)(a)(v)(c)	8 164.99	OVE4/0094 ERF 11456
63973	210983	FAIRBRIDGES WERTHEIM BECKER AT	20160303	Clause 36(1)(a)(v)(c)	38 964.39	OVE4/0089 MR N O HENDRICKS
64040	211100	FAIRBRIDGES WERTHEIM BECKER AT	20160307	Clause 36(1)(a)(v)(c)	14 358.29	OVE4/0096 DISCIPLINARY HEARING D VAN DER HEEVER
64217	211281	FAIRBRIDGES WERTHEIM BECKER AT	20160310	Clause 36(1)(a)(v)(c)	42 776.29	OVE4/0031 PARADISE PARK
64237	211212	FAIRBRIDGES WERTHEIM BECKER AT	20160310	Clause 36(1)(a)(v)(c)	57.48	OVE4/0089 MR N HENDRICKS
64241	211328	FAIRBRIDGES WERTHEIM BECKER AT	20160310	Clause 36(1)(a)(v)(c)	12 412.51	OVE4/0095 APPEAL AUTHORITY
64244	211280	FAIRBRIDGES WERTHEIM BECKER AT	20160310	Clause 36(1)(a)(v)(c)	61 879.40	OVE4/0093 WATER & SANITATION SERVICES SOUTH AFRICA
64251	211210	FAIRBRIDGES WERTHEIM BECKER AT	20160310	Clause 36(1)(a)(v)(c)	3 041.00	OVE4/0099 ERF 969 FRANSKRAAL GANSBAAI
64351	211341	FAIRBRIDGES WERTHEIM BECKER AT	20160314	Clause 36(1)(a)(v)(c)	1 142.50	OVE4/0060 TERANSFER ERF 2549 ONRUS
64352	211342	FAIRBRIDGES WERTHEIM BECKER AT	20160314	Clause 36(1)(a)(v)(c)	1 168.00	OVE4/0065 DAWID WILLOUGHBY ABBOTT
64353	211333	FAIRBRIDGES WERTHEIM BECKER AT	20160314	Clause 36(1)(a)(v)(c)	4 169.00	OVE4/0071 SANDMINE
64354	211345	FAIRBRIDGES WERTHEIM BECKER AT	20160314	Clause 36(1)(a)(v)(c)	6.86	OVE4/0071 SANDMINE
64355	211337	FAIRBRIDGES WERTHEIM BECKER AT	20160314	Clause 36(1)(a)(v)(c)	2 064.50	OVE4/0077 BERGHOF
64357	211339	FAIRBRIDGES WERTHEIM BECKER AT	20160314	Clause 36(1)(a)(v)(c)	1 194.00	OVE4/0079 ERF 9024 ZWELIHLE
63969	211011	FAIRBRIDGES WERTHEIM BECKER ATT	20160303	Clause 36(1)(a)(v)(e)	2 270.00	OVE4/0091 HERMANUS BEACH CLUB HOMEOWNERS ASSOCIATION
64437	211351	FOREST DRIVE LODGE	20160315	Clause 36(1)(a)(v)(e)	1 973.69	B&B ACCOMMODATION AT FOREST DRIVE LODGE PINELANDS : 16/3-17/3/2016. SAMRAS USER GROUP AND WORKSHOP
64052	211129	GANSBAAI COURANT BK	20160307	Clause 36(1)(a)(v)(d)	841.40	EERSTE PLASING VAN KENNISGEWING 35/2016 OP 18 FEBRUARIE 2016
64186	211243	GANSBAAI COURANT BK	20160309	Clause 36(1)(a)(v)(d)	1 644.74	Call for Events Proposals Advert to be placed,beginning of June 2016.
64623	211486	GANSBAAI COURANT BK	20160318	Clause 36(1)(a)(v)(d)	815.79	Standard By-law relating to Electricity Supply
64723	211498	GANSBAAI COURANT BK	20160322	Clause 36(1)(a)(v)(d)	2 164.92	PLOT CLEARING POLICY
64748	211534	GANSBAAI COURANT BK	20160323	Clause 36(1)(a)(v)(d)	1 082.46	Plasing van advertensie in Gansbaai Courant van Do. 24 Maart 2016. Eng & Afr. MF8IP WC0326048
64486	211424	GARDEN COURT SOUTH BEACH	20160316	Clause 36(1)(a)(v)(e)	3 930.14	ACCOMMODATION BOOKING FOR INDABA 2016 FOR DIRECTOR MADIKANE FROM 5 MAY - 8 MAY 2016 AT GARDEN COURT
64670	211508	INDEPENDENT NEWSPAPERS (PTY) L	20160322	Clause 36(1)(a)(v)(d)	3 429.36	ADVERT SC 1690.2016
64647	211546	MEDIA 24 (PTY) LTD - NEWSPAPER	20160318	Clause 36(1)(a)(v)(d)	5 094.01	NOTICE IN NEWSPAPER
64621	211542	OVERSTRAND HERALD	20160318	Clause 36(1)(a)(v)(d)	2 500.00	Standard By-law relating to Electricity Supply
64676	211499	OVERSTRAND HERALD	20160322	Clause 36(1)(a)(v)(d)	3 596.50	CLEARING AND MAINTENANCE OF VEGETATION OF OPEN LAND POLICY
64740	211535	OVERSTRAND HERALD	20160323	Clause 36(1)(a)(v)(d)	1 600.00	Plasing van advertensie in die Overstrand Herald van Don 24 Maart 2016. Eng en Afr. MF8IP WC0326048
64860	211676	OVERSTRAND HERALD	20160329	Clause 36(1)(a)(v)(d)	2 500.00	NOTICE NO: 48/2016 DRAFT IDP & SDBIP
64923	211669	OVERSTRAND HERALD	20160330	Clause 36(1)(a)(v)(d)	1 600.00	KENNISG.:56/2016-KONSEPBEGROTING 2016/2017-PLASING 31/03/2016-(AFR/ENG/XHOS)
64306	211316	PLETT BEACHFRONT ACCOMMODATION	20160311	Clause 36(1)(a)(v)(e)	1 300.00	ACCOMMODATION FOR RISK MANAGEMENT FORUM AND CAE FORUM IN PLETTENBERG BAY, 16 & 17 MARCH 2016
59597	211528	THE INSTITUTE OF INTERNAL AUDI	20151012	Clause 36(1)(a)(v)(g)	4 385.97	17TH IIA Conference, Goudini Spa 14 - 16 October 2015. Dominic Van Der Heever to attend.
63913	211118	VAN DYK LOOTS ATTORNEYS	20160302	Clause 36(1)(a)(v)(c)	3 622.60	Invoice 191_Overstrand Mun / JE Abrahams
64790	211610	VAN HUYSTEEN & GENOTE	20160324	Clause 36(1)(a)(v)(c)	259 802.93	YEAR ORDER - WORK DONE FROM FEBRUARY TO JUNE 2016
63896	211016	VIERKLEURHOF B & B	20160302	Clause 36(1)(a)(v)(e)	1 440.00	VERBLIF VIR ANJA KOTZE VIR NAG VAN 6 - 8 MAART 2016 IN GEORGE
64375	211330	VORSTER & STEYN INC	20160314	Clause 36(1)(a)(v)(c)	4 454.39	ARTIKEL 31 VESTIGINGSTRANSPORT: ERF 170 HAWSTON

TOTAL

60

R 877 932.15

Annexure C

SUPPLY CHAIN MANAGEMENT												
APPEALS / COMPLAINTS / DISPUTES / QUERIES REGISTER - 2015/2016												
#	TENDER NO	Date Advert closed	Evaluation Date	Adjudication Date	Description	Awarded to	Complainant	Appeal / Complaint / Dispute / Query	Date received	Where in process	Date of Outcome	Outcome
1	SC 1593/2015	29/05/2015	15/10/2015	30/10/2015	Sale of erf 11456 Hermanus	L Minnaar	TL Havenga	Appeal against the fairness evaluation of the offers	12/11/2015	Appeal Authority		
2	SC 1579/2015	08/05/2015	05/11/2015	12/11/2015	Traffic Speed Measuring, cameras and back office for fine collection in the Overstrand	TMT Services (Pty) Ltd	Syntell (Pty) Ltd	Appeal against the awarding of tender to TMT Services	30/11/2015	Finalised	23/03/2016	Resolved - Award upheld
3	SC 1565/2015	17/07/2015	26/11/2015	04/12/2015	Appointment of Architects, Architectural Technologists, structural engineers and Quantity Surveyors	Engelbrecht & Scorgie	John. C. Pfeiffer Architecture	Appeal against the awarding of tender to TMT Services	15/12/2015	Finalised	13/01/2016	Resolved - Award upheld



## Supply Chain Management Policy

## Irregular Expenditure Incurred in terms of Paragraph 36(2)

## Register 2015/2016

SCMIE #	Date of Discovery	Date Reported to the Accounting Officer	Date of Memo	Received	Date approved for payment	*Report to Council	Nat Treas	Description	Type of Prohibited Expenditure	Awarded to	Responsible Directorate	Amount Capital	Amount Operational	VAT @ 14%	Total
<b>i. Incidences identified and currently under investigation</b>															
2015/007	2015/06/29	2015/06/30	2015/06/29	2015/06/29	2015/06/30	2015/10/28	2015/06/30	The rental of medical oxygen canisters for use at the beaches in Hermanus and Kleinmond	SCM Clause 16	African Oxygen Limited /a Afrox	Community services / Protection and Security Services	R -	R 7 404.00	R 1 036.56	R 8 440.56
2015/008	2015/06/25	2015/06/30	2015/06/29	2015/06/29	2015/06/30	2015/10/28	2015/06/30	The supply and delivery of newspapers to the Hawston Library for the period September to December 2014, without following the official procurement process	SCM Clause 16	Beach Road Café	Community Services	R -	R 1 412.30	R 197.72	R 1 610.02
<b>ii. Irregular expenditure recommended to be certified as irrecoverable and written off in terms of S32(2)(b) of the Local Government: Municipal Finance Management Act, Act 56 of 2003</b>															
2014/005	2014/05/23	Awaiting Department Report	Awaiting Department Report	Awaiting Department Report	N/A	2014/07/23	2014/06/30	Non-compliance with the Overstrand Municipality Supply Chain Management Policy: The provision and licensing of a GIS software solution from Environmental Systems Research Institute South Africa (Pty) Ltd, without following the official procurement process.	SCM Clause 19	Environmental Systems Research Institute South Africa (Pty) Ltd	Infrastructure and Planning	R -	R 277 200.00	R 38 806.00	R 316 006.00
2015/001	2014/06/28	2014/12/29	2014/06/20	2014/07/09	2014/07/02	2015/04/29	2014/12/29	The execution of a controlled fire in Kleinmond for training purposes, by a suitably qualified service provider, without following the official procurement process, or, the timely application and approval of a deviation in terms of Paragraph 35 of the SCM Policy	SCM Clause 17	FFA Assets (Pty) Ltd	Infrastructure and Planning	R -	R 3 867.41	R 541.44	R 4 408.85
2015/002	2014/10/02	2014/12/29	2014/11/18	2014/10/02	N/A	2015/04/29	2014/12/29	The provision of security services for various sites and properties controlled by Overstrand Municipality, without following the official procurement process, or, the timely application and approval of a deviation in terms of Paragraph 35 of the SCM Policy. Note: This is a historical matter, with the irregular expenditure dating back to 2006, since the adoption of the first Supply Chain Management Policy.	SCM Clause 19	Various Contractors	Community Services	R -	R 669 505.81	R 93 730.81	R 763 236.62
2015/003	2014/10/02	2014/12/29	2014/11/18	2014/10/02	N/A	2015/04/29	2014/12/29	The provision of a mobile link between the municipality's card payment machines and the bank, as required in terms of the agreement with ABSA, without following the official procurement process, or, the timely application and approval of a deviation in terms of Paragraph 36 of the SCM Policy	SCM Clause 16	Xlink (Pty) Ltd	Finance	R -	R 47 880.00	R 6 703.20	R 54 583.20
2015/006	2015/04/10	2015/06/17	2015/04/10 (Updated: 2015/05/13)	2015/04/10	2015/06/17	2015/10/28	2015/06/30	Provision of food to fire department officials who were suppressing fires which occurred over the period of February and March 2015	SCM Clause 16	Gilbert's Catering (Pty) Ltd	Protection and Security Services	R -	R 6 200.00	R -	R 6 200.00
<b>iii. Incidences condoned in terms of clause 36(1)(c) of the Overstrand Municipality's SCM Policy</b>															
2015/005	2015/12/18	2016/01/08	2015/12/18	2015/12/18	2016/01/08	2016/04/28	N/A	Alien clearing and weed removal on the bio diversity walk by the incorrect supplier and not the one indentified through the official procurement process	SCM Clause 39	Zuk's Garden and Forestry Service	Community Services	R -	R 16 770.00	R 2 730.00	R 19 500.00