

5. MONTHLY REPORT TO COUNCIL ON SUPPLY CHAIN MANAGEMENT (SCM) POLICY: PARAGRAPH 36, 16(1)(b) AND 17(1)(c) FOR DECEMBER 2018

8/2/2

C Le Roux

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Corporate Head Office

09 January 2019

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 2018.

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 2018 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 2018 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 December 2018, **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 2018, **be noted**.

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

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SCHEDULE OF DEVIATIONS IN TERMS OF CLAUSE 36(1)(a) OF THE SCM POLICY - OVERSTRAND MUNICIPALITY - DECEMBER 2018

#	Request	Supplier	Date	Deviation in terms of Clause 36(1)(a)	Amount Operational	Amount Capital	VAT	Value of the Deviation	Comments / Line description
1	SCD3094/2018	MEDICLINIC HERMANUS LTD	20181207	Clause 36(1)(a)(i)	R 5 128,47	R -	R 769,26	R 5 897,73	PAYMENT OF MEDICAL ACCOUNTS FOR INJURY ON DUTY
2	SCD3108/2018	ABB SOUTH AFRICA (PTY) LTD	20181214	Clause 36(1)(a)(ii)	R 173 913,04	R -	R 26 086,96	R 200 000,00	SERVICE AND REPAIR OF 2 X HD4/LIMIT VOLT CIRCUIT BREAKERS AND INSPECTION OF OTHER BREAKERS
3	SCD3107/2018	FLIGHT CENTRE TRAVEL GROUP (PTY)	20181207	Clause 36(1)(a)(v)	R 18 600,00	R -	R 2 790,00	R 21 390,00	PARTICIPATION AT THE TRAVEL EXPO 2019 DATE: 9 & 10 FEBRUARY 2018.
4	SCD3110/2018	DE PAUW DREDGING SERVICES (PTY)	20181214	Clause 36(1)(a)(v)(a)	R 4 800,00	R -	R -	R 4 800,00	REPAIR WATER PUMP: PUMP SHARP- BRIGHT MILD STEEL REWELDED AND MACHINED TO SPECIFICATION
5	94014	FAIRBRIDGES WERTHEIM BECKER AT	20181205	Clause 36(1)(a)(v)(c)	R 86 956,53	R -	R 13 043,47	R 100 000,00	OVE4/0143 SUMMER LOUNGE NAUTOLAUS SITE APPEAL
6	94013	FAIRBRIDGES WERTHEIM BECKER ATT	20181205	Clause 36(1)(a)(v)(c)	R 34 782,61	R -	R 5 217,39	R 40 000,00	OVE4/0142 CAVCOR & CAPE THEME PARK EVICTION
7	93996	FAIRBRIDGES WERTHEIM BECKER AT	20181204	Clause 36(1)(a)(v)(c)	R 86 956,53	R -	R 13 043,47	R 100 000,00	OVE4/0053 BAGOON CONTROL
8	93994	FAIRBRIDGES WERTHEIM BECKER AT	20181204	Clause 36(1)(a)(v)(c)	R 8 695,66	R -	R 1 304,34	R 10 000,00	OVE4/0073 ERF1163 PRINGLE BAY
9	94054	FAIRBRIDGES WERTHEIM BECKER (O	20181205	Clause 36(1)(a)(v)(c)	R 17 391,31	R -	R 2 608,69	R 20 000,00	OVE4/0110 MR AT GROENEWALD EVICTION
10	93966	OVERSTRAND HERALD	20181203	Clause 36(1)(a)(v)(d)	R 5 256,16	R -	R 788,42	R 6 044,58	KENNISGEWING VIR LSTE SV 2018/2019 OP 06/12/2018 + 13/12/2018
11	93963	GANSBAAI COURANT BK	20181203	Clause 36(1)(a)(v)(d)	R 2 626,09	R -	R 393,91	R 3 020,00	KENNISGEWING VIR LSTE SV 2018/2019 OP 06 + 13 DESEMBER 2018
12	93964	BURGER A DIVISION OF MEDIA 24	20181203	Clause 36(1)(a)(v)(d)	R 9 615,66	R -	R 1 442,34	R 11 058,00	KENNISGEWING VIR LSTE SV 2018/2019 OP 06/12/2018 + 13/12/2018
13	94000	BURGER A DIVISION OF MEDIA 24	20181205	Clause 36(1)(a)(v)(d)	R 7 591,31	R -	R 1 138,69	R 8 730,00	PLAAS NOTICE NR 167/2018 X1 IN UITGAWE VAN HERM TIMES 6 DEC 2018 ERWE 2296 & 2296 HSB
14	94020	BURGER A DIVISION OF MEDIA 24	20181205	Clause 36(1)(a)(v)(d)	R 3 036,53	R -	R 455,47	R 3 492,00	NOTICE NO: 166/2018 2ND ADJUSTMENTS BUDGET
15	94062	INDEPENDENT NEWSPAPERS (PTY) L	20181205	Clause 36(1)(a)(v)(d)	R 14 214,00	R -	R 2 132,10	R 16 346,10	NOTICE 11042031
16	94061	BURGER A DIVISION OF MEDIA 24	20181205	Clause 36(1)(a)(v)(d)	R 5 103,91	R -	R 765,58	R 5 869,49	DIE BURGER NOTICE 20176744 7 DEC 2018
17	94140	BURGER A DIVISION OF MEDIA 24	20181210	Clause 36(1)(a)(v)(d)	R 4 554,79	R -	R 683,21	R 5 238,00	ERF 11155 SCHULPHOEK: PROPOSED REZONING, SUBDIVISION, CONSOLIDATION & EXEMPTION OF SUBDIVISION
18	94135	BURGER A DIVISION OF MEDIA 24	20181210	Clause 36(1)(a)(v)(d)	R 4 217,40	R -	R 632,60	R 4 850,00	PLAAS NOT NR 171/2018 IN UITGAWE VAN HERMANUS TIMES 13.12.2018 - UITN. VIR OPENB. KOMM.
19	94155	GANSBAAI COURANT BK	20181211	Clause 36(1)(a)(v)(d)	R 3 939,14	R -	R 590,86	R 4 530,00	PLASING VAN MUNISIPALE NUUSBRIEF
20	94216	THEMBEKA PROPERTIES (PTY) LTD	20181212	Clause 36(1)(a)(v)(d)	R 3 168,00	R -	R 475,20	R 3 643,20	ERF 243 HERMANUS - LEASE: MAXITEC
21	94215	THEMBEKA PROPERTIES (PTY) LTD	20181212	Clause 36(1)(a)(v)(d)	R 3 168,00	R -	R 475,20	R 3 643,20	ADVERTISING SPACE ERF 241 HERMANUS
22	94214	THEMBEKA PROPERTIES (PTY) LTD	20181212	Clause 36(1)(a)(v)(d)	R 3 168,00	R -	R 475,20	R 3 643,20	ERF 243 HERMANUS: LEASE - RATHFELDER
23	94212	THEMBEKA PROPERTIES (PTY) LTD	20181212	Clause 36(1)(a)(v)(d)	R 3 168,00	R -	R 475,20	R 3 643,20	ERF 9212 SIYAKHA EDUCARE ADVERT
24	94279	GANSBAAI COURANT BK	20181218	Clause 36(1)(a)(v)(d)	R 2 208,70	R -	R 331,30	R 2 540,00	FULL PAGE B&W ADVERT: MAYOR'S MESSAGE. XMAS ISSUE: 19/12/2018

#	Request	Supplier	Date	Deviation in terms of Clause 36(f)(a)	Amount Operational	Amount Capital	VAT	Value of the Deviation	Comments / Line description
25	94330	AYANDA MBANGA COMMUNICATIONS (20181219	Clause 36(1)(a)(v)(d)	R 12 960,78	R -	R 1 944,10	R 14 904,88	PLASING VAN ADVERTENSIE IN DIE BURGER VAN SAT 19/01/2019. AFRIKAANS ALLEENLIK CAM135525
26	94329	AYANDA MBANGA COMMUNICATIONS (20181218	Clause 36(1)(a)(v)(d)	R 5 471,23	R -	R 820,67	R 6 291,90	PLASING VAN GROEP ADV. IN DIE HERMANUS TIMES VAN DO 17/01/2019. ENG EN AFR. CAM135524
27	94334	GANSBAAI COURANT BK	20181219	Clause 36(1)(a)(v)(d)	R 1 313,05	R -	R 196,95	R 1 510,00	ADVERT - GOOD HOPE ECO CENTRE
28	94333	GANSBAAI COURANT BK	20181219	Clause 36(1)(a)(v)(d)	R 1 313,05	R -	R 196,95	R 1 510,00	ADVERT - FLOWER VALLEY CONSERVATION TRUST
29	93293	SCHOONGEZICHT GUEST HOUSE	20181113	Clause 36(1)(a)(v)(e)	R 3 300,00	R -	R -	R 3 300,00	ACCOMMODATION FOR ANNUAL TRAINING ON PREDETERMINED OBJECTIVES DURBANVILLE
30	93782	BRENTON BEACH HOUSE	20181123	Clause 36(1)(a)(v)(e)	R 2 400,00	R -	R -	R 2 400,00	ACCOMMODATION FOR R. FRASER ATTENDING TCF AT KINYSNA ON 6-7 DEC 2018
31	88366	SHERIFF HERMANUS - BOLTNEY JE	20180710	Clause 36(1)(a)(v)(f)	R 38 721,00	R -	R -	R 38 721,00	JAARORDER - HERMANUS BALU

TOTAL 31 R 577 738,95 R 0,00 R 79 277,53 R 657 016,48



Schedule of approvals in terms of Clause 17(2) of the SCM Policy - Overstrand Municipality - December 2018

		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 (VAT Excl)	VAT	Value (VAT Incl)	Reason Code	Comments / Line description
	10							
	11							
1	91994	EASYGRASSE (PTY) LTD	20181009	R 18 315,00	R 2 747,25	R 21 062,25	10	DEEP CLEANING OF ARTIFICIAL TURF ONLY (CONTRACTOR TO PROVIDE REPORT ON NECESSARY REPAIRS NEEDED)
2	93850	KAAP AGRI AGRIMARK LIQUORMARK	20181127	R 1 850,99	R 277,64	R 2 128,63	10	JONSSON LEGENDRY S/S SHIRT BLACK (OR SIMILAR QUALITY)
3	92930	FORTUIN AE	20181101	R 7 525,00	R -	R 7 525,00	10	REQUEST FOR A SITE MEETING TO INSTALL GATE MOTOR WITH ACCESSORIES AND ADDITIONAL ELECTRICAL WORKS.
4	92513	ENVIROSAN SANITATION SOLUTIONS	20181022	R 24 000,00	R 3 600,00	R 27 600,00	10	EAZIFLUSH LOW FLUSH PEDESTAL COMPLETE WITH INSERT INCORPORATED CHILD SEAT LID LOCKABLE FLANGE
5	93889	BOLAND TOILET SERVICES (PTY) L	20181128	R 19 436,97	R 2 915,46	R 22 352,43	10	SANDBAAI BEACH 3 POLYJOHN TOILETS
6	93805	BOLAND TOILET SERVICES (PTY) L	20181126	R 14 801,89	R 2 220,28	R 17 022,17	10	MONDO FLUSH TOILETS 2 X WEEKS HIRE FROM 24/12/18 - 07/01/19 HAWSTON CAMPSITE
7	93509	KRANENBURG P	20181115	R 29 500,00	R -	R 29 500,00	10	PRELIM INVESTIGATION
8	92611	GANSBAAI AIRCON AND REFRIGERAT	20181024	R 3 600,00	R 540,00	R 4 140,00	10	SERVICING AND REPAIR OF AIR CONDITIONERS AT TRAFFIC DEPARTMENT
9	94133	BUCCO HERMANUS	20181210	R 10 343,55	R 1 551,53	R 11 895,08	10	6 X 26LTR PLASTIC STORAGE BOX
10	93435	WONDERLAND LIFESTYLE NURSERY	20181114	R 2 570,90	R 385,60	R 2 956,50	11	ARGYRANTHEMIUM 15 CM
11	93638	HS METALWORKS	20181120	R 2 591,31	R 388,69	R 2 980,00	11	MANUFACTURE, GALVANIZE & INSTALL SAFETY GATE AT NARINA HOUSE-MUNICIPAL OFFICES
12	93143	APPEL VM	20181107	R 13 500,00	R -	R 13 500,00	11	REQUEST FOR A SITE MEETING FOR THE CONSTRUCTION OF A ROOF AND CARPENTRY WORKS AT A COMMUNITY HALL
13	93618	VOLTEX (PTY) LTD - OVERSTRAND	20181119	R 1 816,53	R 272,47	R 2 089,00	11	CBIECOLEC KWH METER 57MM 5(80)A 230-415V MINI/DIN 3P+N EC330CM
14	93255	RC SUPPLIERS	20181112	R 1 999,00	R 299,85	R 2 298,85	11	DEFY STAINLESS STEEL MICROWAVE WITH GRILL 34(L)
15	93634	DERELIZE PRINTING	20181120	R 5 990,00	R -	R 5 990,00	11	OCCURRENCE BOOK
16	93918	HERMANUS EXTINGUISHER SERVICES	20181129	R 3 010,00	R 451,50	R 3 461,50	11	DIENS VAN BRANDBLUSSER - 9KG DCP.

17	91439	ELITE INVESTHOLD (PTY) LTD	20180921	R	11 057,00	R	1 658,55	R	12 715,55	11	JOINTFIX P450 UPVC/MPCV
18	92752	ROSSOUW C	20181029	R	17 762,31	R	-	R	17 762,31	11	RE-INSTALL ON PLUG POINT AND ONE LIGHT POINT AT T RANSFER STATION (CONTRACTOR TO ISSUE COC)
19	94090	RIGTECH SERVICES	20181206	R	1 950,00	R	292,50	R	2 242,50	11	DUPLEX FLAT WEBBING SLING 1 LEG LENGHT 5 METERS .
20	94327	HERMANUS OFFICE NATIONAL	20181218	R	6 621,78	R	993,27	R	7 615,05	11	BOOK INDEX CROXLEY A5 A-Z 144PG
21	95957	ALTRON NEXUS (PTY) LTD	20181130	R	14 928,58	R	2 239,28	R	17 167,86	11	TEST AND SERVICE REPEATERS, HYTERA SERVER AND SMART DISPATCHED
22	93262	REVIVE DESIGN	20181112	R	10 600,00	R	-	R	10 600,00	11	STRONG 3 PAGE FOLD-UP BROWN FILES WITH BLUE STRENGTHEN TAPE
23	94274	KAAP AGRI AGRIMARK LIQUORMARK	20181214	R	2 020,00	R	303,00	R	2 323,00	11	BESTWOOD DOORFRAME 90 X 48 X 813MM
24	94367	RENT A CONTAINER	20181220	R	7 050,00	R	1 057,50	R	8 107,50	11	HUUR VAN CONTAINER VANAF JAN 2019 TOT MAART 2019

TOTAL **24** **R 232 840,81** **R 22 194,37** **R 255 035,18**