

6. MONTHLY REPORT TO COUNCIL ON SUPPLY CHAIN MANAGEMENT (SCM) POLICY: PARAGRAPH 36, 16(1)(B) AND 17(1)(C), FOR MAY 2015

8/2/2

CEM La Cock
08 June 2015

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Corporate Head Office

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 16(1)(b) and 17(1)(c) for May 2015.

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.

A schedule of all Deviations approved for May 2015 is attached as per 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 below R 30,000.00 (Incl. VAT) 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 May 2015 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 May 2015, **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 May 2015, **be noted**.

RESPONSIBLE OFFICIAL :**R LA COCK****TARGET DATE FOR IMPLEMENTATION :****TO BE NOTED**

SUPPLY CHAIN MANAGEMENT REPORT IN TERMS OF CLAUSE 5(3) OF THE SCM POLICY									
DEVIATIONS FROM THE POLICY, APPROVED IN TERMS OF CLAUSE 36(1)(a) FOR THE MONTH-MAY 2015									
# Deviation #	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	SCD2603 2015/05/07	Clause 36(1)(a)(i)	Procurement of parts to repair Linus tractors (CEM21823, CEM21927 and CEM 9402)	Acting Manager: Fleet - Frans F	Unisa South Africa (Pty) Ltd	R 14 449.00		R 2 022.86	R 16 471.86
2	SCD2604 2015/05/08	Clause 36(1)(a)(v)	Procurement of a DCRS recording machine for the Additional Court, with a three years maintenance agreement, period ending 30 June 2018	Legal Advisor: Noble C	Dimension Data (Pty) Ltd	R 105 669.84		R 14 779.76	R 120 349.62
3	SCD2605 2015/05/08	Clause 36(1)(a)(v)	Supply Chain Management Policy: The Provision of Professional Services for the establishment of market-related remuneration for top management	Director: Management Services - Antson D	Work Dynamics (Pty) Ltd	R 20 650.00		R 2 891.00	R 23 541.00
4	SCD2607 2015/05/08	Clause 36(1)(a)(i)	The payment of emergency fire fighting services for the period covering 28/02/2015 to 20/03/2015 as the magnitude of situation exceeded the municipality's own resources.	Chief Fire Officer: Smith L	FFA Aviation (Pty) Ltd	R 1 031 148.01		R 144 380.72	R 1 175 508.73
5	SCD2608 2015/05/29	Clause 36(1)(a)(v)	Credits for a postage franking machine for Hermanus Administration	Manager: Council Support Services - Van Tonder H	Easilywork 262 (Pty) Ltd	R 29 824.56		R 4 175.44	R 34 000.00
6	SCD2609 2015/05/29	Clause 36(1)(a)(v)	Seminar on Municipal Finance - Good Governance attended by eight municipal official	Deputy Director: Finance, Le Roux C	IMFO (Institute Municipal Finance Officers)	R 11 831.66		R 1 656.42	R 13 488.08
7	SCD2611 2015/05/20	Clause 36(1)(a)(v)	Procurement of two multifunctional office machines, which have been used by the municipality for the past three years through a monthly lease agreement, from an authorised distributor of Xerox machine	Senior Business Analyst: Van Asperen J	Cape Office Machines (Pty) Ltd	R 13 965.04		R 1 941.11	R 15 806.15
8	SCD2612 2015/05/29	Clause 36(1)(a)(v)	Repair of the photocopier meter, which is used for monitoring the power quality on the utility net work	Senior Superintendent: Electro-Technical Services Lourens DC	CT LAB (Pty) Ltd	R 6 854.00		R 959.56	R 7 813.56
						R 1 234 192.03	R	R 172 785.86	R 1 406 977.81

Annexure B: Schedule of approvals in terms of Paragraph 17(1) of the SCM Policy - Overstrand Municipality - May 2015				
#	Supplier	Amount	Reason Code	Description
10	Received only one quote by closing time and date of submission of quotation		11	Received only two quotes at closing time and date of submission of quotation
Note: Please be advised that some of the descriptions below are only of the first line item on the requisitions lodged				
1	ECOGUARD BIOSCIENCES (PTY) LTD	R 16 106.55	11	ACTIPRON SUPER
2	MR CLEAN	R 4 260.00	11	CLEANING OF CARPETS IN THE ENTIRE LIBRARY BUILDING
3	PIGS (CHARLSON PIPES AND FITTI)	R 4 800.00	10	KAMERA +/- 100MM RICOOL 160MM DIAMETER PYP - BLOK GEREELD
4	BIDVEST WALTONS	R 5 550.00	11	ALPINE CHAIR 450MM HIGHT ADULT (BEIGE)
5	COASTLINE FLOORING SPECIALISTS	R 2 100.00	10	CARPET
6	OMNIA GROUP (PTY) LTD (PROTEA	R 9 237.50	11	HTH GRANULARS 25KG DRUMS
7	PATCH INDUSTRIAL SUPPLIES AND	R 9 514.50	10	HIGH SECURITY HARDENED STEEL CHAINS 10 X 1000MM
8	VALENTINE C (CAROL'S CATERING)	R 4 500.00	10	REFRESHMENTS FOR EDP TRAINING AND BUSINESS SET UP READINESS
9	GILBERT'S CATERING (K2011/2488	R 2 508.00	10	MEALS FOR SAMIRAS TRAINING 23 - 27 MARCH 2015 AT TOWN PLANNING BOARDROOM
10	BEKA SCHREDER (PTY) LTD	R 14 238.00	11	LEDLUME-MINI 1636 WNS117S:G
11	HERMANUS HARDWARE	R 2 831.60	11	5L MAHOGANG VARNISH TIMBERGLOW
12	COLOURPIX GRAPHIC DESIGNS CC	R 1 952.00	11	NAME PLATES .A SHAPE BENT . GOLD PLASTIC BASE BACKGROUND, BLACK VINYL FOR NAMES
13	OVERSTRAND BUILD IT (PTY) LTD	R 3 831.40	11	HI HIDING ACRYLIC PRA WHITE 20LT
14	OVERSTRAND BUILD IT (PTY) LTD	R 3 885.58	11	CISTERN INSIDE ELF DPE EP16A
15	D & J VERVOER	R 4 421.06	11	MIX 3X2M
16	SHARP ELECTRONICS	R 12 784.25	11	TONER: SHARP MX206-FT (MX200D)
17	FORMS MEDIA INDEPENDENT AFRICA	R 6 512.28	11	INSTALL AND SUPPLY OF WHITE EPOXY 10L HYDROBOI
18	HS METALWORKS	R 3 140.36	11	MAKE-UP AND INSTALLATION OF GALVANIZED STEEL SAFETY GATE
19	OVERBERG AGRIBEDRYWE (PTY) LT	R 3 975.00	11	BRASS ROTARY HEAD
20	BOTRIVIER BOEREMARK	R 11 909.88	10	100 - 750 X 110MM X 36MM CCCA TREATED PINE PLANKS
21	LUCAS LE	R 3 500.00	11	VERVANG STUKKENDE PLANKE VAN BOARDWALK BY FRANSKRAAL PARKERING
22	KAAP AGRIBEDRYWE (PTY) LTD	R 2 173.43	11	DOOR SECURITY WHITE NO CASTOR 2.0M X 840M X PANDA
23	RPE ELECTRICAL WHOLESALERS	R 2 824.57	11	SUPPLY AND INSTALL 58W DOUBLE FLOURESCENT LIGHT COMPLETE
24	CUPINC HERMANUS (PTY) LTD CUPB	R 5 019.66	11	WOOD FOR CUPBOARDS IN WORK SHOP AREA

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10	Received only one quote by closing time and date of submission of quotation		11	Received only two quotes at closing time and date of submission of quotation
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25	MCINJANA TOURS	R 10 000.00	10	TRANSPORTATION OF PARTICIPANTS. JUNE 16 YOUTH FESTIVAL
26	WALKER BAY CONCRETE PRODUCTS C	R 1 991.23	11	TERRACOTTA PAVERS
27	DU PLESSIS AA (ANGIES CATERING	R 8 320.00	11	FOOD PACKS. JUNE 16 YOUTH FESTIVAL
28	PENNY LANE FOODS (PTY) LTD	R 3 366.00	11	DELIVER 2 SETS X 3 DAILY NEWSPAPERS DURING MAY, JUNE, JULY 2015 PER ATTACHED SPECS
29	CAPE OTTO SIGNS CC	R 2 260.00	10	NO DUMPING/GEEN STORTING / AKULAHLA APHA, MUNICIPALITY EMBLEM
30	MAXAL PROJECTS (SA) (PTY) LTD	R 11 990.00	11	PH GEL PROBE. RUGGED, W/SM CABLE
31	KOHLER SIGNS (PTY) LTD	R 19 415.00	11	SPEED HUMPS SIGN 900 X 900MM LW332
32	OVERBERG SCAFFOLD & MACHINE HI	R 4 684.21	10	HUIJUR VAN HOE-DRUK MET OPERATEUR/TOERUSTING/PETROL & VERVOER INGESLUIT
33	MG ELECTRICAL	R 2 750.00	10	REPAIR CLOSE CHANNEL LIGHT FITTING INCLUDING BULB
34	BOTRIVIER BOEREMARK	R 3 926.77	10	KALAHARI STAR TILES - 25M.
35	OVERBERG AGRI BEDRYWE (PTY) LT	R 6 165.00	11	HEAVY DUTY POP UP SPRINKLERS 700MS
36	TSETHA'S ENTERPRISE	R 7 204.40	11	THERMALL ROLLS 76/40
37	KOOPMAN JB	R 6 000.00	11	AANBRING VAN STAAL STUTTE BY MOTOR AFDAKKE
38	SANNITREE INTERNATIONAL CC	R 13 107.00	11	20KG SPECIAL MIX FAT CRACKER
39	BURMAR CIVILS (PTY) LTD	R 10 500.00	10	SUPPLY AND DELIVER 7 X 210 LITER CATIONIC 65% BITUMEN DRUMS
40	OVERBERG AGRI BEDRYWE (PTY) LT	R 3 919.86	10	PYP KLAMP 62/70 HD
41	GAFFLEY'S COACH TOURS (PTY) LT	R 15 460.00	10	28 APRIL 2015: HERMANUS-KLEINMOND - JUNIOR COUNCIL ORIENTATION TOURS
42	LEXISNEXIS (PTY) LTD - 460160	R 2 480.06	11	4 X LOCAL GOVERNMENT LIBRARY 6ED SET (ISBN 141PCGGOVL/SISYS) INCLUDING DELIVERY
43	OVERSTRAND BUILD IT (PTY) LTD	R 21 490.00	11	RETAINING WALL BLOCKS
44	INFRASET	R 25 115.00	11	GALVANISED TOILET DOORS
45	PENNYPINCHERS HERMANUS	R 8 444.52	11	SCAFFOLD STEEL 1500 X 500 STS63 (CARRY 200KG)
46	AAA PAINTS	R 4 728.01	11	20LITER EGGSHELL ENAMEL WHITE
47	BIDVEST WALTONS	R 4 903.90	11	STATIONERY CUPBOARD 1800HX900WX450D - 4 SHELVES - HAMMER GREY (X2)
48	FG JACOBS TRANSPORT CC	R 3 900.00	10	19MM BRUIM KLIP (6M3)

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#	Supplier	Amount	Reason Code	Description
49	RIGTECH SERVICES	R 21 000.00	10	SUPPLY AND DELIVERY OF 6 X 2.4 M X 2.2M USED STORAGE CONTAINER
50	DAY BS	R 21 100.00	11	HOEKKAS PLUS DEURE VOOR GLASKAS
51	PENNYPINCHERS HERMANUS	R 4 416.40	11	3.0MM DRYWALL TRACK 51.0MM FRAMEWORK
52	BOTRIVIER BOEREMARK	R 3 056.25	11	BFV 150MM STAINLESS STEEL
53	MERRYPAK AND PRINT CC	R 16 500.00	11	CAPE WHALE COAST CARRIER BAGS 1000 UNITS PRE-PRODUCTION SAMPLE REQUIRED.
54	PARK BOULEVARD TRADING 35 CC	R 21 763.18	11	COVER PLATES (GB HOOFWEG)
55	HERMANUS MIDAS	R 6 561.59	11	LAMP 20W 160
56	GANSBAAI ELEKTRIES	R 3 447.81	11	400M WATERPUMP PLIER MTS
57	GANSBAAI ELEKTRIES	R 3 601.66	11	NO.30 GEDORE RING SPANNER
58	STADLER OCCUPATIONAL SAFETY PR	R 7 920.00	11	MEDICAL CERTIFICATE OF FITNESS, REQUIRED BY THE NEW CONSTRUCTION REGULATIONS 2014
59	SALIH ROBERTS ROOFING CC	R 22 650.00	11	REPAIR SLATE ROOF AT MUNICIPAL OFFICES SPECIFICATIONS ATTACHED
60	CEM CUPBOARDS CC	R 3 070.18	11	DISPLAY CUPBOARD
61	OVERBERG AGRI BEDRYVE (PTY) LT	R 5 157.92	11	HTH GRANULAR DRUMS 25KG
62	SIKHATI CONSTRUCTION (PTY) LTD	R 27 000.00	11	REMOVAL OF EXISTING CARPETING & FLOORING RETILING THE NEW TOURISM OFFICE TRANSFER IN PROCESS.
63	CEM CUPBOARDS CC	R 20 971.93	11	REMOVAL OF EXISTING CUPBOARDS AND REPLACING THEM WITH NEW ONES. NEW TOURISM OFFICE.
64	ECOGUARD BIOSCIENCES (PTY) LTD	R 8 771.20	11	MAMBA (GLYPHOSATE 350) (20L)
65	GILBERTS CATERING (K2011/12488	R 6 560.00	11	REFRESHMENTS FOR WOMENS ENTREPRENEURIAL COCKTAIL EVENT 17 APRIL 2015
66	BOTRIVIER BOEREMARK	R 1 845.86	10	190MM CEMENT BLOCKS
67	BOTRIVIER BOEREMARK	R 3 186.30	11	DOOR HARDWOOD PDI PLYBACK
68	BELCO ELECTRICAL	R 6 994.41	11	DEAD ENDS - COPPER - NOT ALUMINIUM
69	NEO TECHNOLOGIES (PTY) LTD	R 19 833.00	11	SUPPLY 650 BATTERY APC - RBD 17
70	WILDCAT MARINE	R 5 200.00	11	PVC COVERS FOR MATTRESS
71	BOTRIVIER BOEREMARK	R 4 842.00	11	100 X 6540 KA PADLOCKS - MAKE: ABYS

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#	Supplier	Amount	Reason Code
72	AGUA AFRICA CC	R 1 881.00	11
73	LUCAS LE	R 7 000.00	11
74	STARTUNE (PTY) LTD	R 25 882.00	11
75	COLOURPIX GRAPHIC DESIGNS CC	R 6 160.00	11
76	BEKA SCHREDER (PTY) LTD	R 13 145.00	11
77	VAN RHYN M	R 8 400.00	10
78	COASTLINE FLOORING SPECIALISTS	R 2 265.76	10

Description

1XA68B014 POWER ADAPTOR FOR RARIOMETER PH METER Q2303

HERSTEL VAN LOODGIETERSWERK BY KLEEDKAMERS BY STANFORD RUGBY KLUBHUIS

RAIN SUITS: 2-XL - NAVY WITH REFLECTIVE TAPE

ARTWORK AND DESIGN (2 HOURS) OF WATER AND SEWER NETWORK BROCHURE

3.5 METER GRP BEKA MID BRUNS GREEN STREETLIGHT POLE

WORK EVALUATION OF BRIAN OLIVIER (0581)

SUPPLY AN INSTALLATION OF INDUSTRIAL VINYL FLOORING: ENTRANCE HALL HARMONY HOUSE