

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

8/2/2

C Le Roux

08 June 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 May 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 May 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 May 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 May 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 May 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 - MAY 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	106682	FAIRBRIDGES WERTHEIM BECKER AT	20200526	Clause 36(1)(a)(v)(c)	R 696 778.75	R -	R 104 516.81	R 801 295.56	FAIRBRIDGES ATTORNEYS BULK ORDER NUMBER 2
2	106932	INDEPENDENT NEWSPAPERS (PTY) L	20200504	Clause 36(1)(a)(v)(d)	R 2 811.16	R -	R 421.67	R 3 232.83	ADVERT SC 2089/2020 WEB BASED ONLINE SMS PLACE 05/05
3	106931	BURGER A DIVISION OF MEDIA 24	20200504	Clause 36(1)(a)(v)(d)	R 4 536.00	R -	R 680.40	R 5 216.40	ADVERT SC 2089/2020 WEB BASED ONLINE SMS PLACE 05/05
4	106943	BURGER A DIVISION OF MEDIA 24	20200505	Clause 36(1)(a)(v)(e)	R 4 833.92	R -	R 725.08	R 5 559.00	ADVERT SC2096/2020 7/HAVEN RESORT PLACING 07/05 H/TIME
5	106942	GANSBAAI COURANT BK	20200505	Clause 36(1)(a)(v)(e)	R 1 789.57	R -	R 268.43	R 2 058.00	ADVERT SC2096/2020 7/HAVEN RESORT PLACING 07/05
6	106940	INDEPENDENT NEWSPAPERS (PTY) L	20200505	Clause 36(1)(a)(v)(e)	R 2 555.60	R -	R 385.34	R 2 938.94	ADVERT SC2096/2020 F/HAVEN RESORT PLACING 07/05
7	106939	BURGER A DIVISION OF MEDIA 24	20200505	Clause 36(1)(a)(v)(e)	R 4 536.00	R -	R 680.40	R 5 216.40	ADVERT SC2096/2020 F/HAVEN RESORT PLACING 07/05
8	106938	GANSBAAI COURANT BK	20200505	Clause 36(1)(a)(v)(e)	R 1 789.57	R -	R 268.43	R 2 058.00	ADVERT SC 2071/2020 MARKET STALLS PLACING 07/05
9	106936	BURGER A DIVISION OF MEDIA 24	20200505	Clause 36(1)(a)(v)(e)	R 5 402.61	R -	R 810.39	R 6 213.00	ADVERT SC 2071/2020 MARKET STALLS PLACING 07/05
10	106957	THEMBEKA PROPERTIES (PTY) LTD	20200508	Clause 36(1)(a)(v)(e)	R 3 432.00	R -	R 514.80	R 3 946.80	ADVERT SC 2096/2020 F/HAVEN LEASE VILL/NEWS 13/05
11	106956	THEMBEKA PROPERTIES (PTY) LTD	20200508	Clause 36(1)(b)(v)(e)	R 3 432.00	R -	R 514.80	R 3 946.80	ADVERT SC2071/2020 MARKET STALLS VILL/NEWS 13/05
12	107001	BURGER A DIVISION OF MEDIA 24	20200513	Clause 36(1)(b)(v)(e)	R 5 670.00	R -	R 850.50	R 6 520.50	ADVERT SC2097-2098-2099/2020 STORE TENDERS COMB 15/05
13	107000	INDEPENDENT NEWSPAPERS (PTY) L	20200513	Clause 36(1)(b)(v)(e)	R 3 833.40	R -	R 575.01	R 4 408.41	ADVERT SC2097-2098-2099/2020 STORE TENDERS COMB 15/05
14	106999	INDEPENDENT NEWSPAPERS (PTY) L	20200513	Clause 36(1)(b)(v)(e)	R 3 066.72	R -	R 460.01	R 3 526.73	ADVERT SC2088-2091/2020 COMBINED ELMARIE PLACING 15/05
15	106998	BURGER A DIVISION OF MEDIA 24	20200513	Clause 36(1)(b)(v)(e)	R 5 670.00	R -	R 850.50	R 6 520.50	ADVERT SC2088-2091/2020 COMBINED ELMARIE PLACING 15/05
16	106997	INDEPENDENT NEWSPAPERS (PTY) L	20200513	Clause 36(1)(b)(v)(e)	R 2 555.60	R -	R 385.34	R 2 938.94	ADVERT SC2100/2020 FIRE ARMS PROT PLACING 15/05

#	Request	Supplier	Date	Deviation in terms of Clause 36(f)(e)	Amount Operational	Amount Capital	VAT	Value of the Deviation	Comments / Line description
17	106996	BURGER A DIVISION OF MEDIA 24	20200513	Clause 36(f)(a)(v)(d)	R 4 536.00	R -	R 680.40	R 5 216.40	ADVERT SC2100/2020 FIRE ARMS PROT PLACING 15/05
18	107028	BURGER A DIVISION OF MEDIA 24	20200515	Clause 36(f)(a)(v)(d)	R 4 833.92	R -	R 725.08	R 5 559.00	ADVERT SC2087/2020 CLEANING G/BAAI/STANIF PLACING 21/05
19	107027	THEMBIKA PROPERTIES (PTY) LTD	20200515	Clause 36(f)(a)(v)(d)	R 2 800.00	R -	R 420.00	R 3 220.00	ADVERT SC2087/2020 CLEANING G/BAAI/STANIF PLACING 21/05
20	107025	GANSBAAI COURANT BK	20200515	Clause 36(f)(a)(v)(d)	R 1 789.57	R -	R 268.43	R 2 058.00	ADVERT SC2087/2020 CLEANING G/BAAI/STANIF PLACING 21/05
21	107082	ENGINEERING COUNCIL OF SOUTH A	20200522	Clause 36(f)(a)(v)(e)	R 3 895.65	R -	R 594.35	R 4 480.00	ANNUAL ENGINEERING TECHNICIAN FEES (T. STEENBERG)
22	SC031904/2020	OK FOODS GANSBAAI	20200512	Clause 36(f)(a)(i)	R 239 130.43	R -	R 35 869.57	R 275 000.00	SUPPLY AND DELIVERY OF GROCERY ITEMS
23	SC031854/2020	BOLAND TOILET SERVICES (PTY) LTD	20200522	Clause 36(f)(a)(i)	R 215 008.88	R -	R 32 251.93	R 247 260.21	HIRING OF CHEMICAL TOILETS
24	SC031908/2020	GATEWAY SUPERSPAR & TOPS	20200522	Clause 36(f)(a)(i)	R 186 882.70	R -	R 29 524.91	R 226 357.61	SUPPLY AND DELIVERY OF GROCERY ITEMS
25	SC03190C/2020	GANSBAAI SUPERSPAR	20200525	Clause 36(f)(a)(i)	R 59 613.60	R -	R 8 942.04	R 68 555.64	SUPPLY AND DELIVERY OF GROCERY ITEMS
26	SC03190D/2020	OK FOODS GANSBAAI	20200526	Clause 36(f)(a)(i)	R 29 198.16	R -	R 4 379.72	R 33 577.88	SUPPLY AND DELIVERY OF GROCERY ITEMS
27	SC03193/2020	LINDA JACOBS PROMOTION	20200512	Clause 36(f)(a)(i)	R 33 600.00	R -	R 5 040.00	R 38 640.00	SUPPLY AND DELIVERY OF BRANDED MASKS
28	SC03193A/2020	LINDA JACOBS PROMOTION	20200522	Clause 36(f)(a)(i)	R 33 600.00	R -	R 5 040.00	R 38 640.00	SUPPLY AND DELIVERY OF BRANDED MASKS
29	SC03191/2020	HERMANUS GAS (PTY) LTD	20200507	Clause 36(f)(a)(i)	R 16 286.96	R -	R 2 443.04	R 18 730.00	SUPPLY & REFILL OF GAS CYLINDERS
30	SC03197/2020	STARTUNE (PTY) LTD	20200511	Clause 36(f)(a)(i)	R 1 613 274.00	R -	R 241 991.10	R 1 855 265.10	SUPPLY AND DELIVERY OF HAND SANITIZERS AND SPRAY BOTTLES
		WP PACKING	20200512	Clause 36(f)(a)(i)	R 21 562.50	R -	R 3 234.38	R 24 796.88	
31	SC03186/2020	BERNER CIVILS (PTY) LTD	20200508	Clause 36(f)(a)(v)	R -	R 1 777 275.50	R 266 591.33	R 2 043 866.83	CIVIL WORK AND ELECTRICAL WORK
		HIDRO - TECH SYSTEMS (PTY) LTD	20200508	Clause 36(f)(a)(v)	R -	R 2 141 073.40	R 321 161.01	R 2 462 234.41	
32	SC03180D/2018	SECMA INTERNATIONAL (PTY) LTD	20200508	Clause 36(f)(a)(v)	R 3 478.26	R -	R 521.74	R 4 000.00	PROVISION OF ALARM MONITORING AND ARMED RESPONSE SERVICES

#	Request	Supplier	Date	Deviation in terms of Clause 36(1)(g)	Amount Operational	Amount Capital	VAT	Value of the Deviation	Comments / Line description
33	SCD3194/2020	VAN DYKLAND SURVEYORS	2020/05/19	Clause 36 (1)(a)(v)	R 42 945,22	R 6 441,78	R -	R 49 387,00	APPOINTMENT OF A SURVEYOR
34	SCD3195/2020	STARTUNE (PTY) LTD	2020/05/22	Clause 36 (1)(e)(f)	R 29 876,50	R 4 481,78	R -	R 34 358,28	SUPPLY AND DELIVERY OF THERMOMETERS
35	SCD3182/2020	CHRISTO COETZEE SURVEYS CC	2020/05/11	Clause 36(1)(a)(v)	R 3 000,00	R 450,00	R -	R 3 450,00	APPOINTMENT OF INVESTIGATOR

TOTAL R 3 307 957,26 R 3 929 722,46 R 1 072 572,33 R 8 340 252,05



Schedule of approvals in terms of Clause 17(2) of the SCM Policy - Overstrand Municipality - May 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		
106462	CALEDON VETS INC	20200323	R 10 072.49	R 1 510.87	R 11 583.36	10	CAGE CAPTURE 3 X ADULT BABOONS FOR COLLARING FOR ENVIRONMENTAL DEP.		
105483	FIRE 24/7	20200220	R 24 753.98	R 3 713.10	R 28 467.08	10	SUPPLY AND DELIVERY OF 46 X GOGGLES FOR FIRE SERVICES		
106441	WELL LAZER CC	20200323	R 2 054.00	R 305.10	R 2 359.10	11	RICOH 1357EX PRO TONER FOR MR. HANNES VISSER		
TOTAL			R 36 880.47	R 5 529.07	R 42 389.54				3