

THE ADMINISTRATOR



12275992



MUNISIPALITEIT - MUNICIPALITY - UMASIPALA-WASE
BEAUFORT-WES/BEAUFORT WEST/BHOBHOFOLO

8/11/20

KANTOOR VAN DIE DIREKTEUR: FINANSIËLE DIENSTE

OFFICE OF THE DIRECTOR: FINANCIAL SERVICES

Rig asseblief alle korrespondensie aan die Munisipale Bestuurder/Kindy address all correspondence to the Municipal Manager/Yonke imbalelwano mayithunyelwe kuMlawuli kaMasipala

Verwysing Reference 6/1/1/1
Isalathiso

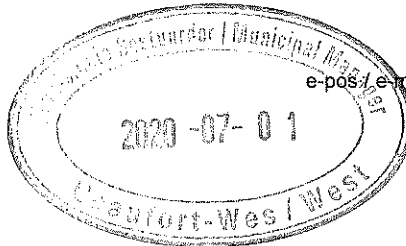
Navrae Enquiries (mrs.) S Pothberg
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Datum Date 2020.07.03
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BEAUFORT WEST
BHOBHOFOLO
6970



MEMORANDUM TO THE MUNICIPAL MANAGER

SUPPLY CHAIN MANAGEMENT IMPLEMENTATION REPORT FOR 4th QUARTER- 01 APRIL TILL 30 JUNE 2020

1. EXECUTIVE SUMMARY

In terms of paragraph 1.9 of Council's Supply Chain Management Policy, the Accounting Officer must submit a report on the implementation of the policy to the Executive Mayor, within 10 days after the end of each quarter.

2. AWARDS TO CLOSE FAMILY MEMBERS OF PERSONS IN THE SERVICE OF THE STATE

In terms of the Municipal Supply Chain Management Regulations, Paragraph 45, awards given to close family members or persons in the service of the state, above R2 000, should be disclosed in the notes to the Annual Financial Statements. See Annexure A with details.

3. MONTHLY REPORT ON DEVIATIONS AND MINOR BREACHES

The Supply Chain Management Policy states in Paragraph 10.3.1: "The accounting officer may dispense with the official procurement processes established by this policy and may procure any required goods or services through any convenient process, which may include direct negotiations, but only –

- (b) if such goods or services are produced or available from a single provider only;
- (d) in any other exceptional case where it is impractical or impossible to follow the official procurement processes"

SIRKULASIE	OPDRAG
1 K/ma Kernl	5th Council meeting: 02.09.20 Item 8.2 7/2020

- ❖ The schedule of deviations as approved by the Accounting Officer is annexed as Annexure B.
- ❖ There are no minor breaches to be reported.


4. AWARDS OF COMPETITIVE BIDS AND FORMAL QUOTATIONS IN TERMS OF SUB-DELEGATIONS

In terms of Section 5(3), an official or bid adjudication committee to which the power to make final awards has been sub-delegated must within five days of the end of each month submit to the accounting officer a written report containing particulars of each final award made by such official or committee during that month.

The Municipal Manager has sub-delegated the power to award Competitive Bids to the Bid Adjudication Committee and Formal Written Price Quotations to the Heads of Departments. The Awards made in terms of these sub-delegations and the formal quotations attached per Annexure C.

In terms of Section 21(a) of the Systems Act the report must also be advertised in the local media and placed on Council's notice boards and website.


Prepared by: Mrs. S.A Pothberg
Manager: Supply Chain Management


Approved by: Mr. CJ Kymdell
Deputy Director: Financial Services

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Ratified by: Mr. K Haarhoff
Municipal Manager

BEAUFORT WEST MUNICIPALITY

Annexure A- AWARDS TO CLOSE FAMILY MEMBERS OF PERSONS IN THE SERVICE OF THE 4TH QUARTER - 01APRIL TILL 30 JUNE 2020

Business	Date	Invoice	Amount	Interest
Central Karoo Events	08/04/2020	ORD 5148	R 3 450.00	
	15/04/2020	ORD 00309	R 8 596.00	
	30/04/2020	ORD 00311	R 7 577.48	
	30/04/2020	ORD 00312	R 5 844.18	
	30/04/2020	ORD 00313	R 3 697.45	
	30/04/2020	ORD 00314	R 2 314.10	
	30/04/2020	ORD 00316	R 4 279.00	
	29/05/2020	ORD 5236	R 12 537.60	
	15/05/2020	ORD 5194	R 12 975.00	
	23/06/2020	ORD 5272	R 33 694.10	
RWS Cleaning Services	15/04/2020	ORD 358	R 29 827.20	
	05/06/2020	ORD 00524	R 13 972.50	Spouse, R Summers, are employed at Beaufort West Municipality
	21/05/2020	ORD 5208	R 4 462.00	
	25/05/2020	ORD 5222	R 5 600.00	
	21/05/2020	ORD 5209	R 16 261.00	
Karoo Motors Werkswinkel	09/06/2020	ORD 0527	R 8 096.00	
	09/06/2020	ORD 00526	R 5 600.50	
	09/06/2020	ORD 5261	R 8 924.00	Spouse, Mrs Anna -Marie van der Merwe is employed with the Department of Health Services
	20/04/2020	ORD 00311	R 52 242.49	
	20/04/2020	ORD 00310	R 74 987.62	
Jabeja Consulting	25/05/2020	ORD 00414	R 81 288.90	Brother, Mr Du Plessis is employed by the Department of Education
MLB Solutions	13/05/2020	ORD 00357	R 7 200.00	Spouse, Mr S Berg, are currently employed on a contract basis at Beaufort West Municipality

BEAUFORT WEST MUNICIPALITY

ANNEXURE B- DEVIATIONS APPROVED BY MUNICIPAL MANAGER FOR THE 4TH QUARTER - 01 APRIL TILL 30 JUNE 2020

APPLICABLE PARAGRAPH IN SCM POLICY	SUPPLIERS	AMOUNT	DATE	REFERENCE	DIRECTORATE	REASON FOR DEVIATION
(a)					T.H.Prince	and maintenance of site, an agreement (action plan) between Department of Environment, Fisheries and Forestry and Beaufort West Municipality was to maintain the site on daily basis. Currently our machinery is in for repair hence we had to hire a bull dozer from the local service provider
	Jabeja Consulting	R 68 112.49	30/06/2020	ORD00676- INVJC0068 ORD0414		Essential supplies for workplace and employees for COVID19-Sanitizer 25liter and 25liter Disinfectant for cleaning of offices and premises
	Crystal Pier	R 72 881.25	09/04/2020	ORD0305		Essential supplies for workplace and employees for COVID19-Sanitizer, masks and gloves
	Cleanit	R 32 947.50	09/04/2020	ORD0307		Essential supplies for workplace and employees for COVID19-Sanitizer for computers and laptops
Emergency	Ubertech	R 7 000.00	25/03/2020	ORD0298		Essential supplies for workplace and employees for COVID19-Thermometers for testing of temperature off personnel
	The Fix Garden Route	R 82 500.00	06/05/2020	ORD00317	AC Makendiana	Essential supplies for workplace and employees for COVID19-Sanitizer Foot pedal stand for frontline offices
	Mr-Tees Quality Tees	R 47 400.00	01/06/2020	ORD00495		Supply, delivery, installation and refilling of dispensers at Municipality for COVID19
	PG Glass	R 34 750.00	02/06/2020	ORD00511		The Municipal Manager has resolved that we may use the current IT service provider for when there is a need for the renewal of licences of computers, need where soft or hardware are needed for the computers we may use
	Ubertech	R 26 028.81	15/05/2020	ORD00369		Ubertech to procure the items needed to a maximum amount of R30 000.
(d)	Ubertech	R 15 162.18	12/06/2020	ORD00538		Local Newspaper circulating in Central Karoo for publication of notices
(d)(ii)	Couriers	R 2 406.03	ORD05263	10/06/2020	A. Makhendiana	Driving Licence Card Account (DLCA) is the only company that have a contract with the Department of Transport for the production and issuing of driving licence cards to the Municipalities
(d)(iii)	Department of Transport	R 10 586.00	25/06/2020	15101089	K Haarhof	Local official law practitioner handling legal matters and the valuations of even
(d)(v)	Crawfords Attorneys	R 33 130.79	01/06/2020	15100889	AC Makendiana	Finance wants to deviate for assistance with the adjustment budget, Draft Budget and Monthly Reporting until new ones are allocated. The process will take + - 2 months. Motivation is that the time is too little to go on a formal quote. 3 Senior Financial posts must be advertised urgently for appointments to be made April 1, 2020. The budget section has enormous capacity problems meeting all legal requirements and normal legal requirements and normal work (manager only: Financial Administration appointed) Accountant Budget & reporting and Accountant Budget & Financial Reporting, Controller Budget & reporting and accountant assets and IT is vacant.
	Mubesko	R 11 446.59 R 4 758.02 R 5 242.19 R 4 758.02 R 765 785.00	01/06/2020 01/06/2020 01/06/2020 25/06/2020 15/04/2020	15100891 15100892 15100894 15011097	C.J.Kymdell	Repair of Ladders for electricity department, it is impractical to send ladders to different suppliers for quotations and service provider must be able to issue a safety certificate
	Hoistec Engineers	R 6 343.11	15/06/2020	ORD00559	C De Koker	This is a vehicle from Fire section that break down before lockdown. Brakes failed and the warranty of truck has expired because of the one service not been done. This is an emergency vehicle that are use for fire rescue services. Toyota is the local agent for the servicing of land cruiser.
(d)(vi)	Beaufort West Toyota	R 25 195.84	22/06/2020	ORD00623	R Summers	
TOTAL QUANTITY DEVIATION		R 1 341 441.25				
TOTAL AMOUNT OF DEVIATIONS						

BEAUFORT WEST MUNICIPALITY

ANNEXURE C-FORMAL QUOTATIONS AND TENDERS AWARDED FOR THE 4TH QUARTER - 01 APRIL TILL 30 JUNE 2020

Bid #	Item	Bids Received	Bid Amount	Awarded to	BBBE Level	Awarded by
SCM 22/2020	Request for Formal Quotation: Financial Consultant	Lemon Tree Group (Pty) Ltd Ultimate Consulting Solutions (Pty) Ltd SAB&T Chartered Accountants INC. T/A Nexia SAB&T	R 185 600.00 R 189 175.00 R 349 550.00	Ultimate Consulting Solutions (Pty) Ltd	Level 4	Chief Financial Officer
SCM 27/2020	Contract for the Upgrading of Kamp Street in Merweville	De Jagers Loodgieter Kontrakteurs (Edms.) Bpk. Manyoni and Gija Investments Enisha Henra Pty Ltd Meyer Beton Benver Civils & Plant Hire	R 4 430 277.94 R 5 477 365.88 R 5 498 924.64 R 5 846 998.25 R 6 771 300.86	De Jagers Loodgieter Kontrakteurs (Edms.) Bpk	Level 2	Bid Adjudication Committee
SCM 29/2020	Supply, delivery, installation and maintenance of a tag surveillance system	Specialised Scan Solutions (Pty) Ltd Tagit Security (Pty) Ltd New Touch Construction and Project	R 129 695.91 R 187 820.30 R 67 199.40	Specialised Scan Solutions (Pty) Ltd	Level 1	Director of Corporate Services
SCM 33/2020	Supply, Delivery and Installation of Glass Counters at all Libraries	Thabang Lamani DAC Wood cc t/a PG Glass Beaufort West SA Professional Group of Companies	R 79 993.15 R 82 969.73 R 109 940.00	Thabang Lamani	Level 1	Director of Corporate Services