



MUNISIPALITEIT - MUNICIPALITY - U MASIPALA WASE

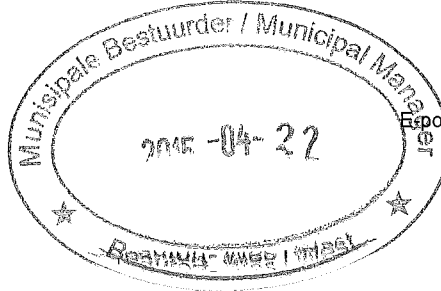
BEAUFORT-WES - BEAUFORT WEST - BHOBHOFOLO

DEPARTEMENT: FINANSIELE DIENSTE : DEPARTMENT: FINANCIAL SERVICES

Verwysing  
Reference  
Isalathiso 6/1/1/1

Navrae  
Enquiries  
Imibuzo S.A Pothberg

Datum  
Date  
Umhla 2015.04.09



Privaatsak/Private Bag 582  
Faks/Fax (023) 4148105  
Tel. (023) 4148100

E-pos: treasury@beaufortwestmun.co.za  
Kerkstraat 15 Church Street  
Beaufort-Wes  
Beaufort West  
Bhobhfofo  
6970

MEMORANDUM TO THE MUNICIPAL MANAGER

**SUPPLY CHAIN MANAGEMENT QUARTERLY IMPLEMENTATION REPORT: 3<sup>rd</sup> QUARTER: 01 JANUARY – 31 MARCH 2015**

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.

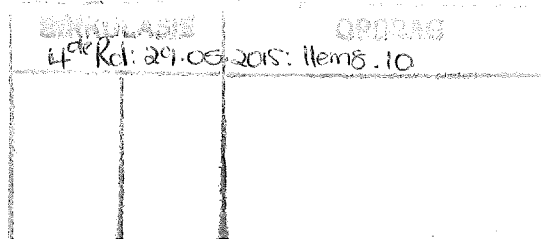
**1. Bids and formal quotations that was Awarded By The Bid Adjudication Committee and Directors**

Attached please find as Addendum 1 the report for the quarter, 01 January till 31 March 2015.

**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 of persons in the service of the state, above R2 000 should be disclosed in the notes to the Annual Financial Statements.

Business	Date	Invoice	Amount	Interest
PJ Sound & Vision	16/01/2015	15054854	R 3 500.00	❖ Sons, Mr. PJ Julies and Mr. J. Julies is employed as Vehicle Inspections & Traffic Officer and machine operator at electrical and traffic services at the Beaufort West Municipality
Karoo Motors Werks winkel	2//01/2015 29//02/2015 26/03/2015	15055063 15055984 15056458	R 67 908.66 R70 149.90 <u>R67 599.99</u>	❖ Spouse, Mrs. Anna-Marie van der Merwe is employed with the Department of Health



			<b><u>R205 658.55</u></b>	Services
Karoo Drukkery	12/01/2015	15054779	R 13 332.00	❖ Wife, Mrs. S Munro is employed at the Department of Health.
Avril's Catering	26/01/2015 03/02/2015	15055362	R 6 075.00 R 7 075.00 <b><u>R 13150.00</u></b>	❖ Daughter, Me. M Johnson employed with the Department of Correctional Services.
Sonneblom Bloemiste	07/01/2015 05/02/2015	15054758 15055408	R 8 500.00 R 2 500.00 <b><u>R11 000.00</u></b>	❖ Son, Mr H Jack is currently employed at the Beaufort West Municipality on a contract basis.
Karoo Beton Werke	09/02/2015 17/02/2015 05/02/2015 27/02/2015	15055985	R3 690.00 R3 613.00 R2 700.00 R10 800.00 <b><u>R20 803.00</u></b>	❖ Spouses, Mr A Swanepoel en Mrs E Klazen are employed with the Department of Correctional Services and Education
B&B Sweiswerke	05/01/2015 28/01/2015 10/02/2015 20/02/2015 28/01/2015	15054686 15055050	R 7 814.65 R 5 382.50 R 2 400.00 R 4 200.00 R 17 071.50 <b><u>R 36 868.65</u></b>	❖ Son, Mr A.C Du Plessis is currently employed by Department of Education as a teacher.

### 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"

Attached please find a schedule of Deviations and Minor Breaches approved by the Accounting Officer as Addendum 2.

- ❖ **There are no minor breaches to be reported for period 01 January till 31 March 2015.**

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.



**DIRECTOR: FINANCIAL SERVICES**

Addendum 1

FORMAL WRITTEN QUOTATIONS AND BIDS AWARDED BY BID ADJUDICATION COMMITTEE AND DIRECTORS

Bid #	Item	Bids Received	Bid Amount	Awarded to	Remarks
SCM 07/2015	Supply, delivery, installation, maintenance of a photo-copier on a multi lease year contract	<ul style="list-style-type: none"> <li>❖ Nashua</li> <li>❖ Pinnacle Systems</li> <li>❖ Konica Minolta</li> <li>❖ Ricoh</li> </ul>	<ul style="list-style-type: none"> <li>❖ R 290 541.10</li> <li>❖ R 279 703.78</li> </ul>	❖ Nashua	
SCM 12/2015	Contract for the Upgrading of streets in Murraysburg	<ul style="list-style-type: none"> <li>❖ Trucon</li> <li>❖ De Jager Loodgleters</li> </ul>	<ul style="list-style-type: none"> <li>❖ R2 205 544.32</li> <li>❖ R2 137 231.53</li> </ul>	❖ De Jager Loodgleters	
SCM 12/2015	Nominated Sub-contractor for the Upgrading of streets in Murraysburg	<ul style="list-style-type: none"> <li>❖ Qukwana's Contractors</li> <li>❖ Share-a-Deal 184</li> <li>❖ Q&amp;K Projects</li> <li>❖ MR B Civils</li> <li>❖ JMG Solutions</li> </ul>	<ul style="list-style-type: none"> <li>❖ R265 494.60</li> <li>❖ R351 135.95</li> <li>❖ R153 084.33</li> <li>❖ R340 546.50</li> <li>❖ R174 019.86</li> </ul>	❖ Q&K Projects	
SCM 13/2015	Contract for the Upgrading of Diliso & Matshaka Street	<ul style="list-style-type: none"> <li>❖ De Jagers Loodgleters</li> <li>❖ Trucon</li> <li>❖ ATN Group</li> <li>❖ Benver Civils</li> </ul>	<ul style="list-style-type: none"> <li>❖ R2 159 522.06</li> <li>❖ R2 127 252.26</li> <li>❖ R3 832 931.66</li> <li>❖ R1 836 755.80</li> </ul>	❖ Benver civils	
SCM 13/2015	Nominated Sub-contractor for the Upgrading of Diliso & Matshaka Street	<ul style="list-style-type: none"> <li>❖ Aletta v Staden Maintenance BK</li> <li>❖ JMG Solution</li> <li>❖ Q&amp;K Projects</li> <li>❖ Bhathu Pele</li> <li>❖ Benedict 10BOA</li> <li>❖ t/a Katlego Inv</li> <li>❖ Nocawe Camagu</li> <li>❖ t/a Rekafofa Co</li> <li>❖ Elizar</li> <li>❖ Onderneming Inyameko Trading 445 CC</li> <li>❖ NE Ngqandela</li> </ul>	<ul style="list-style-type: none"> <li>❖ R167 166.50</li> <li>❖ R172 166.90</li> <li>❖ R145 795.80</li> <li>❖ R245 994.40</li> <li>❖ R205 393.23</li> <li>❖ R221 720.31</li> <li>❖ R201 572.40</li> <li>❖ R164 308.20</li> <li>❖ N/A</li> </ul>	❖ Q&K Projects	
SCM 19/2015	Contract for the Upgrading of	<ul style="list-style-type: none"> <li>❖ Qukwana's</li> </ul>	<ul style="list-style-type: none"> <li>❖ R 188 944.06</li> </ul>	❖ Qukwana's	Bid was advertised and

	Voortrekker and Pastorie Intersection In Murraysburg	❖ Contractors Share a Deal	❖ R 210 492.45	Contractors- R68 164.00	only this two tenders were received on 09 January. Due to the fact that bids was found both non-responsive and more than budgeted amount for labour, it was resolved that work be done by Qukwana's Contractors and local labour in Murraysburg be used.
--	--	----------------------------	----------------	-------------------------	--

Addendum 2

APPLICABLE PARAGRAPH IN SCM POLICY		DEVIATIONS APPROVED BY MUNICIPAL MANAGER FOR JANUARY			
		SUPPLIERS	AMOUNT	DATE	REASON FOR DEVIATION
(b)	Sole Supplier	Karoo Betonwerke	R 10 800,00	20/01/2015	Manufacturer of concrete products locally
		Dura-Bump	R 39 085,00	05/01/2015	Install speedhumps in Danie Theron street and School street.
(d)	Any exceptional case where it is impractical or impossible to follow the official procurement processes	CQS	R 231 408,60	21/01/2015	Sole provider and condition of grant funding
		Sebata	R 129 606,60	15/01/2015	Upgrade of revenue management systems- master name cellular and other details on Sebata FMS
		Spectrum Communications	R 9 104,00	21/01/2015	Repair of equipment- Teleentry system is developed and owned by Spectrum for the Municipality
		Sonneblom Bloemiste	R 8 500,00	06/01/2015	Décor for the function of the minister
		PJ Sounds	R 3 500,00	13/01/2015	Provides sound for a community meeting
		Metier's Devine catering	R 30 000,00	08/01/2015	Supply catering for the community meeting the 8th of January 2015
		Josticare	R 3 814,00	05/01/2015	Pauper Burial for E Sauls
		PG Glass	R 2 323,04	15/01/2015	Only local supplier that can repair the windows
		Penny Pinchers	R 3 275,98	05/01/2015	
			R 3 149,92	22/01/2015	
R 2 526,91	20/01/2015				
	R 5 229,95	28/01/2015			
	R 19 315,83	05/01/2015	Only local service provider that can supply the materials		
(d)(v)	The appointment of any person to provide professional advice or services is less than R200 000 or any greater amount	SM Consultants	R 7 350,00	12/01/2015	Service provider for the distribution of traffic summonses
		Tango Civils and Plant Hire	R 3 420,00	05/01/2015	Recycling is using a forklifter daily and Tango civils is hiring theirs out monthly.
(d)(i)	Any contract relating to the publication of notices and advertisements by the municipality	Crawfords Attorneys	R 7 500,00	19/01/2015	Local official law practitioner handling the transportations and legal matters
		Die Courier	R 9 410,32	28/01/2015	Local newspaper circulating in Central Karoo District

(d)(ii)	any contract with an organ of state, a local authority or a public utility corporation or company	Department of Transport	R 10 507,00	26/01/2015	Prodiba is appointed by the department of transport for the issuing of driving licence cards
(d)(vi)	ad-hoc repairs to plant and equipment where it is not possible to ascertain the nature or extent of the work required in order to call for bids.	George Lawnmowers BW Precision Motor Eng Karoo lugreeling en verkoeling Hilbert Radios	R 9 056,55 R 5 875,56 R 2 097,60 R 2 450,00 R 3 950,00 R 14 680,00 R 7 765,26	16/01/2015 16/01/2015 22/01/2015 06/01/2015 12/01/2015 26/01/2015 23/01/2015	Repair tri-cycle lawnmower CZ 3906 - Specialised repairs to the refuse truck of community services CZ 15926 - Specialised repairs to the Nifty Stripping, testing and repairs to airconditioner at the Asset clerk(W Petersen) office. Stripping, testing and repairs to airconditioner at the Mayors office. Repairs to the Kenwood repeater

DEVIATIONS APPROVED BY MUNICIPAL MANAGER FOR FEBRUARY					
APPLICABLE PARAGRAPH IN SCM POLICY	SUPPLIERS	AMOUNT	DATE	REASON FOR DEVIATION	
(a) Emergency	Tricom	R 2 980,00	17/02/2015	The irrigation pump's impeller packed up, brought one at Tricom for Rugby field	
(b) Sole Supplier	Karoo Vleisboere	R 2 126,21	02/02/2015	Sole supplier in Murraysburg that can supply the stock	
		R 2 803,12			
	Vastrap	R 18 000,00	05/02/2015	Sole contractor that can rent out the TLB machine in Murraysburg	
	Beaufort alarms	R 2 793,00	27/02/2015		
	Karoo Betonwerke	R 3 613,00	17/02/2015	Sole Manufacturer of concrete products in Beaufort West	
		R 3 690,00	09/02/2015	Sole manufacturer of concrete products in Beaufort west	
	Penny Pinchers	R 4 601,84	02/02/2015		
		R 2 026,89	02/02/2015		
		R 3 334,46	02/02/2015		
		R 2 235,60	02/02/2015		
	Isak Goeteman	R 2 621,48	02/02/2015	Sole service provider that can supply the stock locally	
		R 6 500,00	16/02/2015	Only registered funeral service provider in Murraysburg for the pauper burials	
	Elster Kent Metering	R 47 423,77	20/02/2015	Manufacturer of Kent prepaid meters and accessories	
	B&B Sweiswerke	R 4 200,00	16/02/2015	Sole local supplier that can pull and lower borehole pump in Kuispoort	
		R 3 500,00	01/05/2015	Sole local supplier that can pull and lower borehole pump in Hansrivier	
	Sebata Municipal Services	R 218 880,00	02/02/2015	Implement the SCM module on the current financial system	
	Probuu	R 5 825,00	03/02/2015	Probuu is the only supplier that quoted for an aquatek filter lid.	
(d) Any exceptional case where it is impractical or impossible to follow the official procurement processes	E&D Catering	R 3 000,00	02/02/2015	Only available supplier for catering on saturday 24th January 2015 at the Sports pub	
	Sonneblom Bloemiste	R 2 500,00	02/02/2015	Only available supplier to do the Décore on the Saturday 24th January 2015 at the Sportspub	
	Essop Multisave	R 2 379,70	02/02/2015	They provide the snacks and coldrinks on the 24th January 2015 at the Sportspub	
	SM Consultant	R 7 500,00	25/02/2015	Service provide for the distribution of traffic summonses.	
	Lithotech	R 7 182,00	20/02/2015	Specialised printing works, company has the templates for the	

						printing of cheques
		Nyala Communications	R 3 499,00	02/02/2015		The only service provider for internet services
		Mobicast	R 252 393,85	26/02/2015		Mobicast is the only service provider that can deliver the stock
		Sebata	R 218 880,00	02/02/2015		Implement the SCM module on the current financial system
		Chris Swartz Eng	R 17 670,00	17/02/2015		Upgrading of municipality's current wastewater risk abatement plans
		Ignite Advisory Services	R 52 603,31	05/02/2015		Service Provider for Performance Management System
		Media 24	R 6 468,59	03/02/2015		SCM 15/2015 Notice no 11/2015 Tender advert
		Human Communications	R 22 102,80	02/02/2015		Placement of advertisements on behalf of municipality-Advert for the Director of Community services
		Die Courier	R 3 373,26	02/02/2015		Only local newspaper circulating in Central District Karoo
		Hilbert Radios	R 4 620,43	03/02/2015		Radios sent for repairs
		Distribution Power Economy	R 31 000,00	17/02/2015		The service provider for the Municipality's load control plant and the yearly maintenance on the plant
		Auto motor Traffic Signal	R 6 121,80	23/02/2015		Repair of robot controller
		George Lawnmowers	R 2 965,31	16/02/2015		Lutian Plate Compactor - repair compacter unpractical to send machine around for quotations
		Barloworld	R 5 461,06	11/02/2015		CZ 7713 - Repair Grader - Agents of Cat Parts. Specialised works
		Propshaft Engineering	R 8 873,76	16/02/2015		
			R 8 195,00	18/02/2015		CZ 4032 - This is an emergency vehicle that must re repaired.
<b>(d)(v)</b>	<b>The appointment of any person to provide professional advice or services is less than R200 000 or any greater amount</b>					
<b>(d)(i)</b>	<b>Any contract relating to the publication of notices and advertisements by the municipality</b>					
<b>(d)(vi)</b>	<b>ad-hoc repairs to plant and equipment where it is not possible to ascertain the nature or extent of the work required in order to call for bids.</b>					



DEVIATIONS APPROVED BY MUNICIPAL MANAGER FOR MARCH					
APPLICABLE PARAGRAPH IN SCM POLICY	SUPPLIERS	AMOUNT	DATE	REASON FOR DEVIATION	
(b) Sole Supplier	Cape Mowers CC	R 93 480,00	02/03/2015	Completely refurbished toro greenmaster for the golf course.	
	Dura Bump	R 76 940,00	23/03/2015	Sole manufacturer of the traffic calming speedbumps in Renier, Morkel street and Mattheus Ave.	
	Vastrap	R 5 492,97	13/03/2015	Only available supplier in Murraysburg with equipment for grading the streets	
	Grondverskuiwing Mindmuzik	R 6 762,15	03/03/2015	Sole distributor of all the learners licence tests material in SA on behalf of HSRC	
	Gene Louw Traffic College	R 8 337,26	01/03/2015	The only registered and accredited training centre in the Western Cape that provides traffic training	
	Karoo Fire	R 2 950,00	30/03/2015	Sole supplier that can service fire extinguishers at engineering department	
	B&B Sweiswerke	R 2 800,00	19/03/2015	Sole supplier that can pull and lower borehole pumps	
	C Fortuin	R 9 720,00	02/03/2015	Available supplier for the hiring of scaffolding for construction work at Mandela Square and municipal buildings	
	Essop Multisave	R 3 257,45	17/03/2015	The only supplier that will supply household items to the Municipality on account	
	Hotel Verde	R 3 128,00	19/03/2015	Training was held at venue for construction regulations training for JCL Smit and C Wright.	
(d) Any exceptional case where it is impractical or impossible to follow the official procurement processes	KFC	R 3 884,97	11/03/2015	Catering for 60 people for meeting with SEDA	
	Wiegies transport	R 2 900,00	11/03/2015	Transport of learners from Nelspoort to Beaufort West and back for SEDA meeting	
	Lottering transport	R 2 800,00	19/03/2015	Transport of learners from Murraysburg to Beaufort west and back for SEDA meeting	
	Skuzza's Transport	R 2 200,00	11/03/2015	Transport of learners from Murraysburg to Beaufort west and back for SEDA meeting	
	Nyala Communications	R 3 499,00	31/03/2015	The only service provider for internet services	
	Harvey World Travel Group		R 3 645,00	21/01/2015	Flight ticket for Mr F Sabbat
			R 9 507,00	17/02/2015	Flight tickets for Mr D Hawker, Mr M Furmen and Mr T Prince to attend meeting at CETA head office.
			R 6 912,78	19/02/2015	
	(d(v)) The appointment of any person to provide professional advice or services is less than R200 000 or any	SB Naidoo	R 7 382,07	06/03/2015	Bajju services in Beaufort west
		Ignite Advisory Services	R 14 563,50	11/03/2015	Service Provider for Performance Management System
	SM Consultant	R 23 850,00	11/03/2015	Service provide for the distribution of traffic summonses.	

(d)(i)	greater amount Any contract relating to the publication of notices and advertisements by the municipality	Media 24	R 6 468,59	04/03/2015	Adverts for the Tenders. Systems Act S21 states that any communications must be published in newspaper. SCM 23&24/2015
			R 6 468,59		
			R 6 468,59		
			R 6 468,59		
			R 6 468,59		
			R 6 468,59		
(d)(vi)	ad-hoc repairs to plant and equipment where it is not possible to ascertain the nature or extent of the work required in order to call for bids.	Die Courier	R 44 017,30	27/03/2015	Local newspaper circulating in Central Karoo District
		CP Nel	R 4 029,01	11/03/2015	CZ 7325 - Repairs, nearest agents
		Barloworld	R 7 437,26	31/03/2015	CZ 5169 - TLB Vehicle under guarantee, must be serviced by agent
			R 6 258,03	31/03/2015	CZ 7713 - Grader agents. Nearest supplier to do specialised work
		PG Glass	R 2 500,00	19/03/2015	CZ 4032 - Replacement of windscreen of vehicle CZ 4032- Insurance claim, the excess value
		Jupiter Towing	R 2 300,00	19/03/2015	CZ 2295 - Tow in bakkie and trailer 10 km outside Beaufort West after hours
			R 2 051,89	30/03/2015	Sprinkaan Yamaha lawnmower - Nearest agent to do repairs
			R 2 525,33	30/03/2015	Sprinkaan Robin lawnmower - Nearest agent to do repairs
		George Lawnmowers	R 5 703,59	30/03/2015	Sprinkaan Yamaha lawnmower - Nearest agent to do repairs

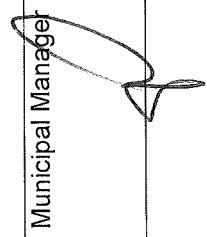
Ratified on:

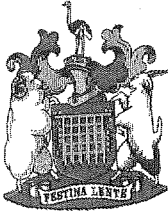
J. Booysen

Ratified by:

Municipal Manager

Signed:





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

*KANTOOR VAN DIE DIREKTEUR: FINANSIËLE DIENSTE*

*OFFICE OF THE DIRECTOR: FINANCIAL SERVICES*

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

Verwysing  
Reference 6/1/1/1  
Isalathiso

Privaatsak / Private Bag 582  
Faks/Fax: (023) 4148105  
Tel. (023) 4148100

Navrae  
Enquiries (Mev S Pothberg)  
Imibuzo

e-pos / e-mail: [senel@beaufortwestmun.co.za](mailto:senel@beaufortwestmun.co.za)  
Kerkstraat 15 Church Street  
BEAUFORT-WES  
BEAUFORT WEST  
BHOBHOFOLO  
6970

Datum  
Date 17/04/2015  
Umhla

**MEMORANDUM TO THE DIRECTOR: CORPORATE SERVICES**

**SUPPLY CHAIN MANAGEMENT MONTHLY IMPLEMENTATION REPORT: FEBRUARY 2015**

In response to your memorandum dated the 7 April 2015 regarding the Council's enquiries regarding the above subject.

**Essop Multisave**

It was in respect of snacks used at the Rustdene Sports pub.

**Saldanha Bay Transversal agreement**

It was in respect of a tender process that we followed in terms of Section 32 of the Supply Chain Management Regulations. The Municipal Manager gave his consent. It was also approved by the Bid Adjudication Committee.

**Upgrade of Kwa-Mandlenkosi Library**

The Western Cape Provincial Department of Cultural Affairs and Sports approved that we utilise the roll-over funds from the previous financial year for the upgrading of the Kwa-Mandlenkosi Library. The tender was advertised on 17 April 2015.

**F Sabbat**

**Director: Financial Services**