



**BEAUFORT WEST MUNICIPALITY**

**SUPPLY CHAIN MANAGEMENT**

**IMPLEMENTATION REPORT**

**for the**

**2013/2014 FINANCIAL YEAR**

## INDEX

**The scope of the implementation review will include the following:**

### **Introduction**

1. The Delegations
2. Organizational Structure
3. Competency Levels of the Supply Chain Management Unit
4. Demand and Acquisition Management
5. The Bid Committee System
6. Minor Breaches and Deviations
7. Awards to Close Family Members of Persons in the Service of the State
8. Logistic, Disposal and Risk Management
9. Review of Supply Chain Management Policy
10. Compliance Assessment

Addendum A- Bids awarded by the Bid Adjudication Committee

Addendum B- Minor Breaches & Deviations

## **Supply Chain Management Implementation Report**

The Local Government: Municipal Finance Management Act, No 56 of 2003, (MFMA) requires the municipality to have and implement a Supply Chain Management Policy(SCM Policy) which gives effect to the provisions of Part 1 of Chapter 11 of the Act that deals with ‘Supply Chain Management’.

On the 30<sup>th</sup> May 2005 the Municipal Supply Chain Management Regulations were issued. As a Medium Capacity Municipality the Beaufort West Municipality had to comply with the provisions of the Regulations from 01 January 2006. The SCM Policy, together with the applicable set of delegations was approved by Council on February 22, 2006 at a legally constituted Council meeting.

Although the MFMA prohibits a Councillor from being a member of a bid committee or any other committee evaluating or approving quotations, bids or tenders the council has an oversight role to ensure that the accounting officer implements all supply chain management activities in accordance with this policy. For the purposes of such oversight, Council’s Supply Chain Management Policy requires that the accounting officer must -

**“P1.8 (a) Within 30 days of the end of each financial year, submit a report on the implementation of the policy to the Council.”**

Following please find said Supply Chain Management Implementation Report for the 2013/14 financial year:

## 1. The Delegations

Council has duly delegated the implementation of the Supply Chain Management Policy to the Accounting Officer who is responsible for taking all reasonable steps to ensure that proper mechanisms and separation of duties in the supply chain management system are in place to minimise the likelihood of fraud, corruption, favouritism and unfair and irregular practices.

In terms of this responsibility Council has adopted a full set of delegations which assist in maximising the administrative and operational efficiency. The delegations also provide adequate checks and balances in the municipality's Supply Chain Management function. According to Section 79 and 106 of the MFMA, delegations and sub-delegations in terms of sub-section 1 must be in writing.

Currently the Accounting Officer has delegated powers and duties to directors as prescribed by the SCM Policy. These delegations have since been conferred in writing and have been duly accepted. In addition we have also dealt with sub-delegations in terms of individual officials' job description and these delegations have also been conferred and accepted in writing, cognisant of their responsibilities in terms of the Codes of Conduct of Municipal Officials and Municipal Supply Chain Officials. To this effect we keep a delegation register listing the delegates and sub-delegates with their corresponding authority.

In terms of the SCM Regulation 5(2)(c) the power to make a final award for R 2million or less is within the ambits of the committee system (R 200 000 in practical terms) and may only be sub delegated to:

- (i) The Chief Financial Officer
- (ii) A Senior Manager (Director), or
- (iii) A Manager directly Accountable to the CFO or Senior Manager

A workshop was held to inform all relevant officials of the delegations.

Limitations in respect of delegations for the 2013-14 financial year are as follows:

- |   |              |
|---|--------------|
| • Senior Managers(Directors)                                  | R 200 000.00 |
| • A Manager directly Accountable to the CFO or Senior Manager | R 30 000.00  |
| • Foremen   | R 2 000.00   |

## 2. Organizational Structure

In terms of Paragraph 7 of the Municipal Supply Chain Management Regulations (MSCMR) the municipality must establish a Supply Chain Management Unit (SCMU) to implement its supply chain management policy. The SCMU must operate under the direct supervision of the Chief Financial Officer or may be delegated to an official in terms of Section 82 of the MFMA.

During the reporting period the staff complement that performed the duties and functions in terms of the SCM policy were as follows:

Accountant: Expenditure	-	Post vacant
Practitioner: Supply Chain Management-	-	Supply Chain Management Practitioner,
	-	Implementation of the Policy
	-	Processing of procedures for procurement above R 150 000
Clerk: Supply Chain Management	-	Assisting with all Supply Chain Management duties
Clerk: Supply Chain Management	-	Assisting with all Supply Chain Management duties
Stores Master	-	Supply Chain Management Practitioner
	-	Implement procedures for procurement up to R 2 000
	-	Processing of Invoices
	-	Control over inventory in the Municipal Store
	-	Supervise staff in Stores
Stores Clerk	-	Processing and follow-up of Orders
Stores Clerk	-	Processing of Stock Issues
	-	Receipt of Goods
	-	Monitoring of Stock Levels
Accountant Expenditure	-	Payment of Vendors / General Payments
Controller Expenditure	-	Processing of payments to Vendors / General Payments

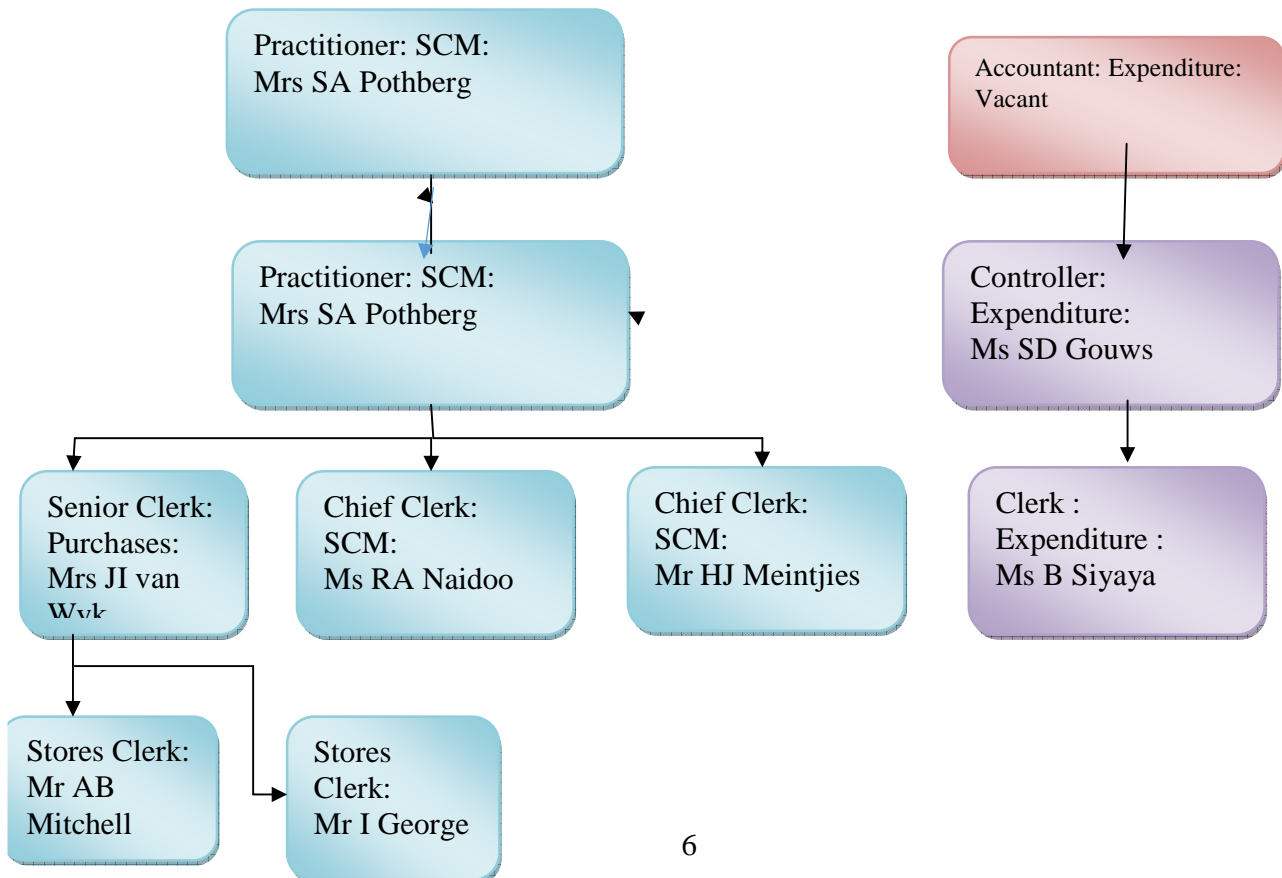
### Supply Chain Management Unit

In terms of Supply chain management Regulations 7(3) state that municipality must establish a supply chain management unit and be under direct super vision of the Chief Financial Officer.

This structure was implemented to ensure that proper mechanisms and separation of duties in the supply chain management system are in place in order to minimise the likelihood of fraud, corruption, favouritism and unfair and irregular practices. The Manager: Supply Chain Management reports to the Accountant Expenditure in accordance with the current organogram of Financial Services, but in terms of the job description the manager must report directly to the Director Financial Services. The job description of the SCM Manager provides for control and strategic responsibility in respect of the administration and the implementation of the SCM policy, with direct supervision of the Director Financial Services.

With the positions of Accountant Expenditure and Director Financial Services, the Manager Supply Chain was in any event ultimately responsible for the implementation of SCM under the direct supervision of the Municipal Manager. To ensure that Supply Chain Management processes be implemented effective, efficient and economically and to align the job description with the organogram, it is recommended that Council amend the organogram structure accordingly as illustrated below.

Proposed SCM Unit structure for 2014/2015:



This structure will serve under the direct supervision of the Chief Financial Officer who has been duly delegated with this authority.

### 3. Competency Levels of the Supply Chain Management Unit

SCM Clerk, Me. R.A Naidoo, has completed Municipal Minimum Competency training. SCM Manager(Mrs. S.A Pothberg), SCM Clerk (Mr. H.J Meintjies), Stores Clerk (Mr. B.A Mitchell) and Controller: Expenditure(Me. SD Gouws) is currently attending training for the Municipal Minimum Competency Level as prescribed by National Treasury in the 2013-2014 financial year.

Official	Designation	Training
Pothberg SA	Manager: Supply Chain Management	<ul style="list-style-type: none"> <li>• Introduction to SCM</li> <li>• Workshop SCM Policy</li> <li>• Bid Committee Training</li> <li>• Contract Management</li> <li>• SCM Intervention Week with PGWC</li> <li>• Application of BBBEEA</li> <li>• SCM on NQF 6</li> <li>• MFMP</li> </ul>
Meintjies HJ	SCM Clerk	<ul style="list-style-type: none"> <li>• SCM on NQF 6</li> <li>• Accounting on NQF 6</li> <li>• MFMP</li> </ul>
Naidoo RA	SCM Clerk	<ul style="list-style-type: none"> <li>• SCM on NQF 6</li> <li>• SCM on Unit 116353-IMFO</li> <li>• MMCP</li> </ul>
Van Wyk JI	Stores Master	<ul style="list-style-type: none"> <li>• Introduction to SCM</li> <li>• SCM Intervention Week with PGWC</li> <li>• SCM on NQF 6</li> </ul>
Gouws SD	Controller: Expenditure	<ul style="list-style-type: none"> <li>• Introduction to SCM</li> <li>• Workshop SCM Policy</li> <li>• SCM on NQF 6</li> <li>• MFMP</li> </ul>
George I	Clerk: Stores	<ul style="list-style-type: none"> <li>• Introduction to SCM</li> <li>• Workshop SCM Policy</li> <li>• SCM Intervention Week with PGWC</li> </ul>
Mitchell BA	Clerk: Stores	<ul style="list-style-type: none"> <li>• SCM Intervention Week with PGWC</li> <li>• SCM on NQF 6</li> <li>• MFMP</li> </ul>

Siyaya B	Clerk: Expenditure	<ul style="list-style-type: none"> <li>• SCM on NQF 6</li> <li>• Accounting on NQF 6</li> </ul>
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The 3 Municipal Finance Management Interns were also included in the SCM on NQF 6 and Municipal Finance Minimum Competency Program training. The attendance of the quarterly Supply Chain Management Forum meetings arranged by the Provincial Government is another platform where we gained information and engaged with like-minded officials on the challenges in the field. The aim of SCM Forum is to assist on issues such as managing transformation in scm, developing coherent policy and setting norms and standards for service delivery and to enhance interdepartmental scm relations and the exchange of information; while taking a long term perspective on spending and policy from and scm perspective.

Provincial Treasury is also focusing on the establishment of scm focus groups (a subset of scm forum) with the aim of sharing of knowledge; expertise and skills as a platform to inform scm policy in the municipal environment. The district focus groups shall comprise of the scm head/manager/practitioner of Beaufort West; Central Karoo; Laingsburg and Prince Albert Municipality.

#### **4. Demand Management**

Demand Management is an interactive process to determine the demand levels required to meet the municipality’s objectives. These objectives are reflected in the municipality’s Integrated Development Plan (the ‘IDP’), a comprehensive strategy document setting out how the municipality intends to address the development challenges in a specific financial year.

National Treasury issued MFMA Circular 62 – SCM enhancing compliance and accountability, in August 2013 which is a guide to assist municipalities with the planning of the procurement of goods, service or infrastructure projects in a proactive manner. It is still the vision of the SCM Unit, as supported by the Accounting Officer and the Chief Financial Officer, to implement SCM via a Demand Management Plan (DMP) as a strategic tool in order to implement the budget. It aims to identify the procurement of requirements of the municipality in advance, draft a programme listing all the requirements and the timelines of the different activities at the different procurement gates.

The goal with the DMP is to ultimately enable the SCM Unit to improve planning of tender processes and to effectively assist user departments with the planning of the execution and timely completion of projects in alignment with performance targets in the Service Delivery and Budget Implementation Plan. Municipality has compiled and implemented DMP for 2013/2014 financial year.

##### **a. Preferred Suppliers Database**



In terms of the Municipal Financial Management Act (MFMA) (Act 56 of 2003) the Beaufort West Municipality is required to have a Preferred Suppliers Database.

Purchases of goods and services for the Municipality are made through the Preferred Suppliers Database and all current as well as interested suppliers were again requested via an advertisement in the local newspaper to register on our database.

Municipality are planning to host a Supplier's open day with all current and interested local suppliers in the Central Karoo District. This event will be a collaboration with Central Karoo District Municipality, SEDA, Where different stakeholders exhibit their services that they can deliver to SMME's in order to enhance development. (CIDB, SARS, Quadrem, Standard bank, Absa, Khula, ect)

The main focus of this open day was to help suppliers with their difficulties which prevent them from development and to inform them how the different stakeholders and government can help their business to develop and speak to their needs.

**b. Implementation of Preferential Procurement Policy Framework Act**

The National Treasury has revised the procurement regulations to bring them into alignment with BBBEE. These Regulations amongst other things will see the use of BBBEE scorecard when awarding government tenders. The revised Regulations have been effective as from 7 December 2011.

The municipality in conjunction with the Central Karoo District Municipality and Department of Trade and Industry has held a workshop in 2012, to inform all local suppliers about the amendments. We also engaged with local Accounting businesses to provide guidance with the issuing of EME Certificates. We still experience that suppliers still is unaware of the revised Regulations as well as the compliance there of. The aim is host another workshop to inform all local suppliers and to provide assistance to obtain certificates.

**c. Supply Chain Management processes**

The following thresholds are currently being adhered to in order to support the strategic and operational commitments of the municipality:

**(a) Petty cash purchases**

Goods are purchased by way of petty cash purchases, up to a transaction value of R2 000 (VAT included).

**(b) Written or verbal quotations**

Goods and services are procured by way of written or verbal quotations for a transaction value over R2 000 up to R10 000 (VAT included).

**(c) Formal written price quotations**

Goods and services must be procured by way of formal written price quotations for procurements of a transaction value over R10 000 up to R200 000 (VAT included).

**(d) A competitive bidding process**

Goods and services are procured by way of a competitive bidding process for-

- procurement above a transaction value of R200 000 (VAT included); and
- the procurement of long term contracts.

## **5. The Bid Committee System**

The Bid Committee system for competitive bids has been actively applied within the municipality over the past financial year. Officials are still being invited on an ad-hoc basis to participate in the committees as and when required, but with written delegations in order to participate in the committees.

Our aim is to organise a refresher course for bid committee members to ensure that they are completely aware of all applicable legislations to ensure that procurement for goods and services through competitive process are fair, equitable, transparent, competitive and cost effective.

**a. The bid specification committee**

The bid specification committee compiles the specifications for the procurement of goods or services by the municipality.

The committee is appointed by the Accounting Officer and must be composed of one or more officials of the municipality, preferably a Supply Chain Management Practitioner and the manager responsible for the function involved, and may when regarded appropriate by the Accounting Officer, include external specialist advisors. The proceedings are being formalised via the arrangement of meetings by the Corporate Services Directorate.

**b. The bid evaluation committee**

The bid evaluation committee is appointed by the Accounting Officer and must as far as possible be composed of-

- officials from departments requiring the goods or services; and
- at least one supply chain management practitioner of the municipality.

The proceedings have been formalised in minutes of the Bid Evaluation Committee meetings, taken by administrative personnel from the Directorate: Corporate Services.

**c. The bid adjudication committee**

The bid adjudication committee must consist of at least four senior managers of the municipality which must include-

- the chief financial officer or, if the chief financial officer is not available, another manager in the budget and treasury office reporting directly to the chief financial officer and designated by the chief financial officer;
- at least one senior supply chain management practitioner who is an official of the municipality; and
- a technical expert in the relevant field who is an official of the municipality, if the municipality has such an expert.

The Bid Adjudication Committee has been fully functional and has been involved in all bids exceeding R 200 000 and due to a conservative approach even awards to a lesser value. Furthermore the delegations have also being formalised and have been properly conferred and accepted.

**d. Bids awarded by the Bid Adjudication Committee**

The bids that were awarded by the Bid Adjudication Committee in terms of the SCM Policy and the Preferential Procurement Policy for the 2012/2013 financial year are attached as **Addendum A**.

**e. Prevention plan for appeals**

In order to prevent appeals that might be launched against the Municipality, the SCM unit is currently envisaging a strategic prevention plan for appeals. The plan is to inform all unsuccessful bidders reasons why their bids were found non responsive and to advise on areas where they can prevent future disqualifications and comply with the minimum compliance issues, especially local SMME's.

## **6. Minor Breaches and Deviations**

### **a. Minor breaches of procurement processes**

The Supply Chain Management Policy states in Paragraph 10.3.2 that: “The accounting officer may ratify minor breaches of the procurement processes by an official or committee acting in terms of delegated powers or duties which are purely of a technical nature”.

### **b. Deviations from Procurement Processes**

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 –

“(a) in an Emergency

(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”

During the 2013/2014 financial year minor breaches were ratified and deviations approved by the Accounting Officer. Attached please find a schedule as **Addendum B**.

## **7. Awards to close family members of persons in the service of the state**

Emanating from the recent audits conducted by AGSA, municipalities have received audit findings in respect of SCM Regulations 44 and 45. AGSA has classified this expenditure as irregular expenditure; this has caused serious distress and discontent with the municipalities, in the absence of an enabling system.

The municipality uses the services of Trans Union to track whether shareholders are in the service of the state. Bidders are requested to the completion of Municipal Bidding Document (MBD 4- Declaration of Interest) for suppliers to declare their ownership within the company and close family members that are in the service of the state.

This will minimise the non compliance issues in terms of irregular expenditure with regards to Regulation 44 and 45. Provincial Treasury has created a platform whereby municipalities can submit the identity numbers of the directors of a company involved in the bidding process, which can be used to match/ verify whether they are in the service of the state. Identity numbers are match against the National Persal System of employees that are in the service of the state.

The following bids were awarded to a person who is a family member of a person in the service of the state:

### Quarter 1

Business	Date	Invoice	Amount	Interest
Karoo Motors Werkswinkel	24/07/2013 27/08/2013	1504137 15041951	R 88 230.30 R 147 715.50	❖ Spouse, Mrs. Anna-Marie van der Merwe is employed with the Department of Health Services
Danielle Studiesentrum	08/08/2013	15041667	R62 690.28	❖ Brother Wayne Petersen is currently employed at the Beaufort west Municipality
Karoo Beton werke	28/08/2013	15042001	R5 830.00	❖ Spouses, Mr A Swanepoel en Mrs E Klazen are employed with the Department of Correctional Services and Education
Wilma's Catering Services	07/08/2013	15041662	R 3 430.00	❖ Brother currently employed as a Councilor at the Beaufort West Municipality.
PJ Plumbing	22/08/2013	15041811	R27 850.00	❖ Mother Mrs E Botha and sister Mrs B Saaiman are employed with the Department of Education.

### Quarter 2

Business	Date	Invoice	Amount	Interest
Karoo Motors Werkswinkel	29/10/2013 01/10/2013 02/12/2013	15043274 15042776 15044198	R 13 1402.10 R 10 9204.38 R 69 260.70	❖ Spouse, Mrs. Anna-Marie van der Merwe is employed with the Department of Health Services
Van Niekerk Prokureurs	10/10/2013	15042935	R 2 789.51	❖ Husband Mr F Van Niekerk is currently employed at the Department of Education
Karoo Beton werke	29/10/2013 01/10/2013 02/12/2013	15043276 15042782 15044229	R6 130 .00 R10 688.00 R 4 700.00	❖ Spouses, Mr A Swanepoel en Mrs E Klazen are employed with the Department of Correctional Services and Education
Sonneblom Bloemiste	18/10/2013 18/11/2013 17/12/2013	15043041 15043788 15044559	R 3 000.00 R 3 500.00 R 7 600.00	❖ Son, Mr H Jack is currently employed at the Beaufort West Municipality on a contract basis.
PJ Sound & Vision	07/11/2013	15043680	R5750.00	❖ Son, Mr PJ Julies is employed as vehicle inspection and traffic officer at Beaufort West Municipality
Chalmers	18/11/2013	15043790	R 3 000.00	❖ Spouse, Mr. M. Chalmers employed with the Department of Correctional Services as Corrections Officer.
Karoo Drukkery	02/12/2013	15044199	R 3 345.90	❖ Wife, Mrs. S Munro is employed at the Department of Health.
Beaufort West Luxury	17/12/2013	15044560	R 37 400.00	❖ Son, Warren Johnson is

Coaches				employed at the Beaufort West Municipality.
General Shine Catering	17/12/2013	15044558	R 26 000.00	❖ Spouse, Mr. F Diedericks is employed by Department of Community Safety as a traffic officer.

### Quarter 3

Business	Date	Invoice	Amount	Interest
Karoo Motors Werkswinkel	29/01/2014 31/03/2014	15045648 15047342	R 71 497.38 R 95 362.14	❖ Spouse, Mrs. Anna-Marie van der Merwe is employed with the Department of Health Services
Karoo Beton werke	30/01/2014 26/02/2014	15045644	R 4 140.00 R 6 156.00	❖ Spouses, Mr A Swanepoel en Mrs E Klazen are employed with the Department of Correctional Services and Education
Van Niekerk Prokureurs	03/03/2014	15046606	R 3 088.87	❖ Husband Mr F Van Niekerk is currently employed at the Department of Education
PJ Sound & Vision	26/03/2014	15047122	R 50 000.00	❖ Son, Mr PJ Julies is employed as vehicle inspection and traffic officer at Beaufort West Municipality.
B Chalmers	20/03/2014	15046936	R 46 500.00	❖ Spouse, Mr. M. Chalmers employed with the Department of Correctional Services as Corrections Officer.
Karoo Drukkery	31/03/2014	15047344	R 2 491.40	❖ Wife, Mrs. S Munro is employed at the Department of Health.
Beaufort West Luxury Coaches	26/03/2014	15047109	R 50 940.00	❖ Son, Warren Johnson is employed at the Beaufort West Municipality. Daughter in law, B Johnson is employed as a traffic officer at Department of Community Safety.
Wilma's Catering Services	26/03/2014	15047103	R 35 000.00	❖ Brother currently employed as a Councilor at the Beaufort West Municipality.
Avril's Catering	25/03/2014	15047073	R 2 400.00	❖ Daughter, Me. M Johnson employed with the Department of Correctional Services.
Sonneblom Bloemiste	20/03/2014	15046934	R 9 000.00	❖ Son, Mr H Jack is currently employed at the Beaufort West Municipality on a contract basis.

### Quarter 4

Business	Date	Invoice	Amount	Interest
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Wilma's Catering Services	09/04/2014	15047629	R 4 000.00	❖ Brother currently employed as a Councilor at the Beaufort West Municipality.
PJ Sound & Vision	17/04/2014 03/04/2014	15047554 15047805	R 3 700.00 R 10 000.00	❖ Son, Mr PJ Julies is employed as vehicle inspection and traffic officer at Beaufort West Municipality.
Van Niekerk Prokureurs	01/04/2014 16/05/2014	15047440 15048541	R 3 074.67 R 2 404.91	❖ Husband Mr F Van Niekerk is currently employed at the Department of Education
Beaufort West Luxury Coaches	08/04/2014 17/04/2014 15/05/2014	15047804 15048522	R 17 340.00 R 6 297.00 R 3 950.00	❖ Son, Warren Johnson is employed at the Beaufort West Municipality. Daughter in law, B Johnson is employed as a traffic officer at Department of Community Safety.
L July	08/04/2014	15047577	R 2 500.00	❖ Spouse, P July, is currently employed by the Beaufort West Municipality in Nelspoort.
Karoo Beton werke	03/04/2014	15047508	R 15 100.00	❖ Spouses, Mr A Swanepoel en Mrs E Klazen are employed with the Department of Correctional Services and Education
Karoo Motors Werkswinkel	30/04/2014 29/05/2014 27/06/2014	15048173 15048855 15049526	R 88 294.10 R 53 072.70 R 111 125.92	❖ Spouse, Mrs. Anna-Marie van der Merwe is employed with the Department of Health Services
Karoo Drukkery	19/06/2014	15049195	R 9 429,75	❖ Wife, Mrs. S Munro is employed at the Department of Health.
Sonneblom Bloemiste	26/05/2014	15048723	R 2 500.00	❖ Son, Mr H Jack is currently employed at the Beaufort West Municipality on a contract basis.
AJ Wright	30/06/2014	15049673	R 8 971.80	❖ Son, Mr.C Wright is employed at the Beaufort West Municipality.
General Shine Catering	06/05/2014	15048360	R 30 000	❖ Husband, Mr Diedericks, is currently employed by Department of Community Services as a traffic officer.

In terms of Regulation 45 of the Supply Chain Management Regulation, particulars of awards above R 2 000 made to a person who is a spouse, child or parent of a person in the service of the state must be disclosed in the notes to the Annual Financial Statements. All abovementioned are reported in the AFS of municipality.

## 8. Logistic, Disposal, Contract, Performance and Risk Management

The SCM unit must provide an effective system to ensure the setting of inventory levels, placing of orders, receiving and distribution of goods, stores and warehouse management, expediting orders, vendor performance, maintenance and contract administration as well as provide for an effective method of disposal and letting of assets which is inclusive of redundant and obsolete stock. Such systems must also have in place mechanisms to identify, consider and avoid potential risk in the SCM system.

**a. Setting of Inventory levels**

The inventory levels are constantly being monitored and updated with the assistance of the relevant user departments.

**b. Inventory Control**

No inventory count was done for first and second quarter because we have experienced complications with the transfer of year end balances to new financial year. This also due to the fact that the Auditor General is auditing the stores for any discrepancies and if any are found, it can be ratified before new financial year. Therefore the first inventory count was done on 08 March 2014 which included all transactions for the period 01 July 2013 to 07 March 2014. The second and last inventory count was done on 27 June 2014.



### i. Inventory Count

After the correction of all the variances our inventory count showed inventory surpluses amounting to R 4 963.57 and inventory losses amounting to R 1 113.55 which amounts to a surplus difference of R 3 850.02. Accordingly please find a schedule detailing the surpluses and losses:

INVENTORY COUNT – 27JUNIE 2014								
<u>omm</u>	<u>Description</u>	<u>on hand</u>	<u>Price</u>	<u>Stock Take</u>	<u>Price</u>	<u>Diffs</u>	<u>Price</u>	<u>Reason</u>
909010	Moppe	15	430,50	16	487,90	-1	-28,70	Daar is 1 surplus
909019	Vloeibare Politoer	42	2951,76	44	3092,20	-2	-140,56	Daar is 2 surplus
909103	PVC Buigte 45 x 110	18	567,90	10	315,50	1	10,30	Daar is 1 kort
909152	Handskoene Plastiek	100	1961,00	124	3441,82	-4	-19,61	Daar is 4 surplus
909177	Papier Groen 80g A4	31	2542,00	32	2624,00	-1	-82,00	Daar is 1 surplus
909198	Pyp Riool 225mm	1	35,60	2	71,20	-1	-35,60	Daar is 1 surplus
909343	Kabellas P4	4	1826,92	2	91,46	2	913,46	Daar is 2 kort
909350	Floureseerbuis 5ft	61	523,99	67	575,53	-6	-51,54	Daar is 6 surplus
909445	Kabel Afdigstukke no.4	48	3909,60	46	3746,70	2	162,90	Daar is 2 kort
909468	Lamp 70W Son E	14	842,38	24	1805,10	-10	-601,70	Daar is 10 surplus
909525	Pyp PVC 20mm	29	298,70	30	309,00	-1	-10,00	Daar is 1 surplus
909755	Mangat Deksel en Raam 600m,x400mm	4	2026,12	6	3039,18	-2	-1013,06	Daar is 2 surplus
909802	Elmboog Plasson 50mm	9	242,01	8	215,12	1	26,89	Daar is 1 kort
909807	Plasson Elmboe 20mmx20mm	-37	-277,13	161	1205,89	-198	-1483,02	Daar is 198 surplus
909808	Plasson Elmboe 25mmx25mm	110	1344,20	139	1698,58	-29	-354,38	Daar is 29 surplus
909820	Plasson Koppelstukke 16mm	259	2118,62	2	2527,62	-50	-409,00	Daar is 50 surplus
909829	Plasson Male Adaptor 20mm	403	1793,35	440	1958,00	-37	-164,65	Daar is 37 surplus
909833	Plasson Male Adaptor 25mmx3/4	249	1431,75	2	1736,50	-53	-304,75	Daar is 53 surplus
909864	Plasson Tees 20mm	135	1431,00	160	1696,00	-25	-265,00	Daar is 25 surplus
			<b>26000,27</b>		<b>30637,30</b>		<b>-3850,02</b>	

**Council has already gave the approval for the transfer of surpluses back into Inventory and writing-off of losses.**

**c. Placing of orders**

Copies of all orders are kept onsite and outstanding orders are followed up on a regular basis.

**d. Receiving and distribution of goods**

The receipt and distribution of goods are recorded online. This enables us to regularly do spot checks on stock as well as a full formal stock take at the end of the financial year.

**e. Vendor maintenance, performance and contract administration**

Vendor performance is monitored continuously and problems are promptly addressed. Vendor records are also updated on a regular basis and contract administration are performed regularly by the user-departments to ensure service delivery. All Construction contracts are advertised and updated on CIDB 's I-Tender website for municipality.

**f. Disposal Management**

Council has already approved obsolete and redundant assets and inventory that needs to be disposed of. Municipality plan to dispose all items via public auction, in new financial year.

**g. Mechanisms to identify consider and avoid potential risk in the SCM system**

The potential of risks are identified on a case by case basis when the specifications of a particular requirement are drawn up. Individual transactions are scrutinized by the heads of department with the relevant delegation of authority to ensure compliance with the SCM policy and further scrutiny is placed on the transactions before the payment is made by the office of the CFO.

Further measurements of risk management are also included in the policy via the Schedules dealing with ethical standards and the ethical conduct of officials dealing with SCM. These documents were incorporated into the delegations of the individual officials and have been duly conferred and accepted.

Central Karoo District Municipality has appointed Meyer and Otto to conduct the risk assessments for municipalities within the district. Risk assessments was conducted for all departments and all risks that has been identified parameters has been set in place to minimise the occurrences of events. These risks assessments was conducted and review in collaboration with the internal auditor (Me.Lesley-Anne Gouws) with all the departments' heads.

## **9. Review of the Policy**

In terms of Paragraph 1.20 of Council's SCM Policy the accounting officer must when he or she considers it necessary, submit proposals for the amendment of the policy to the council. The SCM policy and procurement procedures have been revised as part of the 2013/14 budget process improve the effectiveness of the procurement process. Provincial Treasury has send out a circular 23-2013 pertaining to an assessment that will be conducted with municipalities for the revision of SCM Policies.

The assessment process was aimed at the determining whether municipal policies contained a range of discretionary information that complies to SCM Regulations, National Treasury's Municipal Circulars, the provision of the Construction Industry Development Board Act (CIDB Act) and have made use of the best practise guidelines as contained in the Guide for Accounting Officers of municipalities.

Beaufort West Municipality has revised and amend policy to ensure that policy comply with relevant legislation and was presented to Council for approval.

## **10. Compliance Assessment on Supply Chain Management**

Provincial Treasury has conducted a compliance assessment at our Municipality on 04-08 November 2013.

The assessment serves to provide the Municipality with recommendations and additional guidance, thereby assisting the institution in addressing matters which have been identified during the compliance assessment as an area of priority.

1. The Municipality was assessed on the following in terms of the Provincial Treasury assessment tool in respect of:

- ❖ Policy and Control Systems;
- ❖ Organisational Structure;
- ❖ Compliance and Risk Mitigation;
- ❖ Reporting and Data Integrity;
- ❖ Capacity and Skill;
- ❖ Demand Management;
- ❖ Acquisition Management;
- ❖ Logistics Management;
- ❖ "Asset Management"- inventory management; payment cycle; contract management; accounting aspects; transaction flow; disclosures;
- ❖ Disposal Management; and

❖ SCM Performance

The report was reviewed by the Municipal Manager and presented to Council, and responses to the recommendations were reported back to Provincial Treasury. The Beaufort West Municipality has been implementing the Supply Chain Management Regulations diligently through the Supply Chain Management Policy but is always faced with capacity constraints. The structure of the unit will be revised in order to accommodate disposal, risk, performance and contract management.

Projects and procurement are being planned with cognisance of the requirements of the Supply Chain Management legislative framework to ensure that the processes of the municipality are fair, equitable, transparent, competitive and cost-effective and comply with the prescripts of the Municipal Finance Management Act in order to give effect to Section 217 of the Constitution.

## DDENDUM A

### BIDS AWARDED BY BID ADJUDICATION COMMITTEE FOR 1<sup>st</sup> QUARTER 01 JULY – 30 SEPTEMBER 2013

Bid #	Item	Bids Received	Bid Amount	Awarded to	Remarks
CM 2/2014	Supply & delivery of assembled information technology hardware	<ul style="list-style-type: none"> <li>❖ Brilliant Computers</li> <li>❖ Juvinon Systems t/a ISM</li> <li>❖ First Technology</li> <li>❖ Mantella IT support Systems</li> </ul>	<ul style="list-style-type: none"> <li>❖ R 254 649.00</li> <li>❖ R 212 438.00</li> <li>❖ R 320 886.06</li> <li>❖ R 288 186.96</li> </ul>	<ul style="list-style-type: none"> <li>❖ Brilliant Computers</li> <li>❖ First Technology</li> <li>❖ Mantella</li> </ul>	Quotation was split between bidders for the most competitive prices.
CM 3/2014	Maintenance of electrical installation as well as Maintenance of electrical wiring: buildings for a 3 year period	<ul style="list-style-type: none"> <li>❖ TG Elektries</li> </ul>	<ul style="list-style-type: none"> <li>❖ R 70 774.05</li> </ul>	<ul style="list-style-type: none"> <li>❖ TG Elektries</li> </ul>	
CM 5/2014	Supply and delivery of 2 auto motor type ESA 10 4 phase controllers	<ul style="list-style-type: none"> <li>❖ CS Traffic Engineering &amp; Consulting Services</li> <li>❖ Automotor Traffic Signal Co</li> </ul>	<ul style="list-style-type: none"> <li>❖ R 54 378.00</li> <li>❖ R 52 982.64</li> </ul>	<ul style="list-style-type: none"> <li>❖ Automotor Traffic signal</li> </ul>	
CM 4/2013	Supply and delivery of crushed stone products, G5 material and building sand	<ul style="list-style-type: none"> <li>❖ Bathopele traders</li> <li>❖ Volmoed Quarries</li> <li>❖ Van der Berg Vervoer</li> <li>❖ Buffelsdrift Clay Mine</li> <li>❖ Perfecto Builders</li> <li>❖ Transand</li> <li>❖ Duneco</li> </ul>	<ul style="list-style-type: none"> <li>❖ Different Prices</li> </ul>	<ul style="list-style-type: none"> <li>❖ Volmoed Quarries</li> <li>❖ Perfecto Bouers</li> </ul>	
CM 2/2013	Supply and delivery of Chlorine gas, Aluminium sulphate and water purification lime for 3 year period.	<ul style="list-style-type: none"> <li>❖ Tuschemy CC</li> <li>❖ Onduka Division of Improchem</li> <li>❖ Protea Chemicals Cape</li> <li>❖ Metsi Chem. Ikapa</li> </ul>	<ul style="list-style-type: none"> <li>❖ R53 477.85</li> <li>❖ R 76 950.00</li> <li>❖ R97 546.61</li> <li>❖ R 109 101.40</li> </ul>	Protea Chemicals Cape	
CM 5/2013	Supply and delivery of bitumen products	<ul style="list-style-type: none"> <li>❖ Bathopele traders</li> <li>❖ Sandobel 165</li> <li>❖ Volmoed Quarries</li> <li>❖ Buffelsdrift Clay Mine</li> </ul>	Different Prices	Tosas Asphalt King	

		<ul style="list-style-type: none"> <li>❖ Van der berg</li> <li>❖ Vervoer</li> <li>❖ Tosas</li> <li>❖ Condoprops t/a</li> <li>❖ Asphalt king</li> </ul>			
CM 7/2013	Construction of a bar counter at the Rustdene Sports Pub	<ul style="list-style-type: none"> <li>❖ GHF</li> <li>❖ Geldenhuys t/a</li> <li>❖ Mr Fix it</li> </ul>	<ul style="list-style-type: none"> <li>❖ R49 424.00</li> </ul>	GHF Geldenhuys t/a Mr Fix it	
CM 4/2014	Supply, Delivery and Installation of under counter pub fridges for the Rustdene Sports Pub	<ul style="list-style-type: none"> <li>❖ Air Fit Air</li> <li>❖ Conditioning</li> <li>❖ Buvhezi Trading</li> <li>❖ 1013</li> </ul>	<ul style="list-style-type: none"> <li>❖ R 37 620.00</li> <li>❖ (Option 1)</li> <li>❖ R 38 304.00</li> <li>❖ (Option 2)</li> <li>❖ R 394 440.00</li> </ul>	Air Fit Air Conditioning	
CM 5/2014	Supply and Delivery of Two Auto Motor Type ESA 10 Four Phase Controllers	<ul style="list-style-type: none"> <li>❖ Auto Motor</li> <li>❖ Traffic Signal</li> <li>❖ C.S Traffic</li> <li>❖ Engineering &amp;</li> <li>❖ Consulting</li> <li>❖ Services</li> </ul>	<ul style="list-style-type: none"> <li>❖ R 52 982.64</li> <li>❖ R 54 378.00</li> </ul>	Auto Motor Traffic Signal	
CM 1/2013	Provision of Security services for period of 3 years.	<ul style="list-style-type: none"> <li>❖ Mavati</li> <li>❖ Nationwide</li> <li>❖ African Compass</li> <li>❖ Mtabati</li> <li>❖ CT City security</li> <li>❖ Afri-guard</li> <li>❖ Makoko</li> <li>❖ Dee dee</li> </ul>	<ul style="list-style-type: none"> <li>❖ R4 524 780.86</li> <li>❖ R45 339.12</li> <li>❖ R3 761 125.92</li> <li>❖ R85 819.64</li> <li>❖ R2 409 840.00</li> <li>❖ R3 275 866.80</li> <li>❖ R3 347 351.28</li> <li>❖ R87 990.40</li> </ul>	Afri-guard	

## BIDS AWARDED BY BID ADJUDICATION COMMITTEE FOR 2<sup>nd</sup> QUARTER 01 OCTOBER – 31 DECEMBER 2013

Bid #	Item	Bids Received	Bid Amount	Awarded to	Remarks
CM /2014	Supply & installation of mechanical & electrical equipment for the upgrading of the boreholes supplying water to Murraysburg	<ul style="list-style-type: none"> <li>❖ Hidro-Tech systems</li> <li>❖ De Jagers Loodgieters Kontrakteurs</li> </ul>	<ul style="list-style-type: none"> <li>❖ R2 776 618.09</li> <li>❖ R2 212 152.56</li> </ul>	<ul style="list-style-type: none"> <li>❖ De Jagers Loodgieters Kontrakteurs</li> </ul>	<ul style="list-style-type: none"> <li>❖ The tender amount be adjusted to ensure that its within the available budget of R1 246 155.00 incl VAT</li> </ul>
CM /2014	Supply, Delivery, Installation and financing of office automation equipment for 3 years.	<ul style="list-style-type: none"> <li>❖ Satinsky 171 t/a Ricoh Garden Route</li> <li>❖ Zestirox</li> <li>❖ Smart Office Service</li> <li>❖ Page Automation</li> <li>❖ Southern Cape Business Systems</li> <li>❖ Seartec Trading</li> <li>❖ Konica Minolta</li> </ul>	<ul style="list-style-type: none"> <li>❖ R225 422.80</li> <li>❖ R272 670.37</li> <li>❖ R309 196.96</li> <li>❖ R491 400.00</li> <li>❖ R795 386.05</li> <li>❖ Different Prices</li> <li>❖ Different Prices</li> </ul>	<ul style="list-style-type: none"> <li>❖ Ricoh Garden Route</li> <li>❖ Konica Minolta</li> </ul>	
CM /2014	Supply and Delivery of Refuse Bins	<ul style="list-style-type: none"> <li>❖ Imvusa Business Service</li> <li>❖ Phambili</li> </ul>	<ul style="list-style-type: none"> <li>❖ R116 850.00</li> <li>❖ R135 471.90</li> </ul>	<ul style="list-style-type: none"> <li>❖ Imvusa Business Service</li> </ul>	
CM /2014	Supply, Delivery, Installation and Maintenance of tag surveillance system	<ul style="list-style-type: none"> <li>❖ Bell Oak Investment</li> <li>❖ CSX Customer Service</li> </ul>	<ul style="list-style-type: none"> <li>❖ R103 922.10</li> <li>❖ R130 159.50</li> </ul>	<ul style="list-style-type: none"> <li>❖ Bell Oak Investment</li> </ul>	
nder /2011	Transversal Agreement- Mosselbay Municipality- Appointment of Consulting Engineers for Various Projects	<ul style="list-style-type: none"> <li>❖ Makukhane Consulting Engineers</li> </ul>	<ul style="list-style-type: none"> <li>❖ R 1 200 000.00</li> </ul>	<ul style="list-style-type: none"> <li>❖ Makukhane Consulting Engineers</li> </ul>	
CM /2014	Contract for the Upgrading of Ebenezer Street	<ul style="list-style-type: none"> <li>❖ Trucon</li> <li>❖ De Jagers Loodgieters</li> <li>❖ ATN Roadmarking &amp; Civils</li> </ul>	<ul style="list-style-type: none"> <li>❖ R 3 568 729.99</li> <li>❖ R 3 801 091.46</li> <li>❖ R 4 158 442.34</li> </ul>	<ul style="list-style-type: none"> <li>❖ Trucon</li> </ul>	

**BIDS AWARDED BY BID ADJUDICATION COMMITTEE FOR 3<sup>rd</sup> QUARTER 01 JANUARY – 31 MARCH 2014**

<b>Bid #</b>	<b>Item</b>	<b>Bids Received</b>	<b>Bid Amount</b>	<b>Awarded to</b>	<b>Remarks</b>
CM 2/2014	Supply, delivery and Installation of 30m high masts & 20m scissor masts complete with floodlighting for Beaufort West Municipality.	<ul style="list-style-type: none"> <li>❖ EMC Electrical Reticulation</li> <li>❖ Sisindisiwe Electrical JV</li> <li>❖ Lethando Eng JV Ingomso</li> <li>❖ MDL Electrical</li> <li>❖ Maritz Electrical</li> <li>❖ Kontrei Elektries</li> <li>❖ Adenco Construction</li> </ul>	<ul style="list-style-type: none"> <li>❖ R2 826 402.50</li> <li>❖ R2 834 450.18</li> <li>❖ R2 739 914.89</li> <li>❖ R2 147 112.60</li> <li>❖ R2 439 460.12</li> <li>❖ R2 448 743.35</li> <li>❖ R2 257 529.28</li> </ul>	<ul style="list-style-type: none"> <li>❖ Adenco Construction</li> </ul>	
CM 1/2014	Nominated Sub-contractors Upgrading of Ebenezer Avenue	<ul style="list-style-type: none"> <li>❖ Rwicila Construction</li> <li>❖ ELizar Ondernemings</li> <li>❖ Cheslyn Transport</li> <li>❖ Inyameko Trading 445</li> <li>❖ Komsaam General Construction</li> <li>❖ JMG Solutions</li> <li>❖ WM Workers</li> <li>❖ CXM &amp; JGS Projects</li> <li>❖ Masipilisane Civils</li> <li>❖ JD Konstruksie Bwes</li> <li>❖ Michelle &amp; Idene Construction Inv</li> <li>❖ Sincede General Workers Construct</li> <li>❖ Share-a-deal 184</li> </ul>	<ul style="list-style-type: none"> <li>❖ 283 420.00</li> </ul>	<ul style="list-style-type: none"> <li>❖ Inyameko Trading 445</li> </ul>	
CM 1/2014	Request for proposals: Provision of comprehensive Banking services	<ul style="list-style-type: none"> <li>❖ Standard Bank</li> <li>❖ Absa Bank</li> <li>❖ First National Bank</li> <li>❖ Ned bank</li> </ul>	<ul style="list-style-type: none"> <li>❖ 693 811.80</li> <li>❖ 565450.56</li> <li>❖ 708 899.40</li> <li>❖ 504 885.60</li> </ul>	<ul style="list-style-type: none"> <li>❖ Nedbank</li> </ul>	
CM 3/2014	Construction of the bulk water supply Nelspoort	<ul style="list-style-type: none"> <li>❖ De Jager Loodgieter</li> <li>❖ Move it Civils</li> <li>❖ A2 Loodgieter</li> <li>❖ Slyahlongana</li> <li>❖ Funda Civils CC</li> </ul>	<ul style="list-style-type: none"> <li>❖ 1 550 204.83</li> <li>❖ 1 835 267.25</li> <li>❖ 1 838 376.05</li> <li>❖ 2 351 428.82</li> <li>❖ 3 041 523.70</li> </ul>	<ul style="list-style-type: none"> <li>❖ De Jager Loodgieter Contractors</li> </ul>	



		❖ C.A.L Construction ❖ ATN Roadmarking & Civils	❖ 3 492 304.70 ❖ 4 286 655.10		
KDM 14-13/14	Transversal Agreement: Tender: CKDM 14-2013/14 Skills Development And Securing Of Funds	❖ Africa Creek Investment (Pty) Ltd	❖ The service provider is responsible for the securing funds		

**BIDS AWARDED BY BID ADJUDICATION COMMITTEE FOR 4<sup>th</sup> QUARTER 01 APRIL – 30 JUNE 2014**

Bid #	Item	Bids Received	Bid Amount	Awarded to	Remarks
CM 3/2014	Supply and delivery of one new pad mounted standard type 'B' mini substation 400 kva 1100/400 volt	❖ Electro Inductive Industries ❖ Jocastro ❖ Actom ❖ VE reticulation ❖ Powerrec ❖ Free state transformers ❖ Voltex ❖ WCC Cables	❖ R 317843.04 ❖ R 353 810.40 ❖ R 347 136.84 ❖ R 380 000.00 ❖ R 369 721.38 ❖ R 362 200.80 ❖ R 384 400.00 ❖ R 347 859.60	❖ WCC Cables	None
CM 3/2014	Digging of graves Beaufort west Municipality	❖ WM Workers ❖ JMG Solutions ❖ Q & K projects ❖ Verrooy Construction ❖ Rwicila Construction ❖ Francios Construction	Unit prices	❖ Q & K projects	None
CM 3/2014	Supply and delivery of a hydraulic spiking gun - Electrical	❖ Chantmerc Investments cc ❖ Sicame SA ❖ Flo Specialized Product Solutions	❖ R 76 950.00 ❖ R 67 300.23 ❖ R 58 500.00	❖ Flo Specialized Product Solutions	None
CM 1/2014	Supply, delivery and installation of 2 36000 btu mid wall split air conditioners at mimosa hall	❖ B-wes Lugreeling & Verkoeling ❖ Shore Imports	❖ R 43 749.64 ❖ R 63 206.99	❖ B-wes Lugreeling & Verkoeling	None
CM 2/2014	Supply, delivery of IT hardware and software	❖ Brilliant computers ❖ Juvinon t/a ISM ❖ Procon	❖ R 74 078.00 ❖ R 64 715.00 ❖ R 53 460.30	❖ Mantella	None

		<ul style="list-style-type: none"> <li>❖ Fisotho</li> <li>❖ Mantella</li> <li>❖ First Techno</li> <li>❖ Datategra</li> <li>❖ Dooling IT</li> </ul>	<ul style="list-style-type: none"> <li>❖ R 95 800.00</li> <li>❖ R 68165.99</li> <li>❖ R 74 960.70</li> <li>❖ R 75 707.06</li> <li>❖ R 89 194.00</li> </ul>		
CM 5/2014	Construction of a 11kv Overhead power line shooting range bore hole pump in Beaufort West	<ul style="list-style-type: none"> <li>❖ MDL Electrical</li> <li>❖ Adenco</li> </ul>	<ul style="list-style-type: none"> <li>❖ R 328 369.93</li> <li>❖ R 418 069.04</li> </ul>	❖ MDL Electrical	None

**DDENDUM B**

**DEVIATIONS APPROVED BY MUNICIPAL MANAGER FOR 1<sup>st</sup> QUARTER 01 JULY – 30 SEPTEMBER 2013**

<b>DEVIATIONS APPROVED BY MUNICIPAL MANAGER FOR JULY</b>				
<b>APPLICABLE PARAGRAPH IN SCM POLICY</b>	<b>SUPPLIERS</b>	<b>AMOUNT</b>	<b>DATE</b>	<b>REASON FOR DEVIATION</b>
<b>(b) SOLE SUPPLIER</b>	Actebis 268 CC	R 2,040.60	3/7/2013	Sole supplier to handle hazardous waste.
	Gene Louw Traffic College	R 10,921.90	25/07/2013	Only accredited training college in the Western Cape.
	De Jager Kontrakteurs	R 4,240.80	15/07/2013	Only local supplier to quote for calcrete.
	Karoo Vleisboere Kooperasie	R 2,454.29	23/07/2013	Sole supplier of products in Murraysburg
	Elster Kent Metering	R 92,910.11	30/07/2013	Sole Manufacturer of elster meters and strainers
	Spectrum Communications	R 2,372.34	31/07/2013	Repair telemetry system
	Beaufort Alarms	R 3,458.76	31/07/2013	Repair Alarm Sanlam building
<b>(d) Any exceptional case where it is impractical or impossible to follow the official procurement processes</b>	Sebata	R 509,036.22	9/7/2013	Service provider of financial management system
	Total client service	R 9,091.50	3/7/2013	Provides software for traffic services
	TMS Hasler	R 7,816.00	2/7/2013	Service provider for franking machine procured
	Mini Moulders	R 2,699.50	8/7/2013	Beaufort West Marathon - already has emblem
	Essop Multisave	R 3,237.50	23/07/2013	Beaufort West Marathon -supplier for cooldrinks
	Flotron	R 6,498.00	24/07/2013	Renewal of mycity data services
	Mycad	R 2,250.00	16/07/2013	Detail plans of bar counter at Rustdene Sports pub
	Nedbank running club George	R 2,600.00	10/7/2013	Make use of the timing chip system at the Beaufort West Marathon
<b>d)(i) Any contract relating to the publication of notices and advertisements by the municipality</b>	Media 24	R 5,763.06	17/07/2013	Adverts SCM 01/2014 Notice 69/13
	Die Courier	R 6,669.00	9/7/2013	Only newspaper circulating in the central karoo
<b>l)(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.</b>	George Lawnmowers	R 5,010.30	1/7/2013	Parts only available at agent
	Bwest Precision Engineers	R 17,752.08	12/7/2013	CZ 5726 - Repair engine
		R 2,380.32	17/07/2013	CZ 17798 - Agent for Case tractor-Service engine
		R 12,939.00	17/07/2013	Lister Engine Mville - Service engine
		R 5,323.80	17/07/2013	Recondition Compressor
	Tata Worcester	R 5,235.40	17/07/2013	CZ 16710 - Service, parts available at agents.
	Cape Mowers	R 2,692.32	17/07/2013	Agent - Pto shaft - Roughcutter.
24/7 Tyres & fitment	R 5,000.00	11/7/2013	CZ 7796 - Towing services from Murraysburg to Beaufort West	

**DEVIATIONS APPROVED BY MUNICIPAL MANAGER FOR AUGUST**

<b>APPLICABLE PARAGRAPH IN SCM POLICY</b>	<b>SUPPLIERS</b>	<b>AMOUNT</b>	<b>DATE</b>	<b>REASON FOR DEVIATION</b>
<b>(a) EMERGENCY</b>	Brandkraal Boerdery	R 29,925.00	12/8/2013	Closed up landfill site-health risk for community-Warning letter issued by Department of Environment Affairs
	Valsta's Transport	R 36,300.00	28/08/2013	Unblock sewerage lines-health risk to community
<b>(b) SOLE SUPPLIER</b>	B&B Sweiswerke	R 2,250.00	26/08/2013	Sole supplier that can pull borehole pumps
	Penny Pinchers	R 25,815.15	28/08/2013	Sole supplier of materials in town
	Karoo Vleisboere Kooperasie	R 2,454.29	23/08/2013	Only supplier in Murraysburg that can provide goods
	Teleray	R 9,690.00	26/08/2013	Only supplier that can service TV Tower in Murraysburg
<b>(d) Any exceptional case where it is impractical or impossible to follow the official procurement processes</b>	TMS Hasler	R 6,400.00	21/08/2013	Service provider for a franking machine procured
	Ignite Advisory Services	R 81,573.84	8/8/2013	Service provider of performance management software
		R 12,431.70	6/8/2013	
	SM Consultants	R 21,300.00	14/08/2013	Service provider for the distribution of traffic summonses
	E & D Catering	R 2,900.00	13/08/2013	Women's day function - deliver dessert & cutlery
	Skuzza Caterers	R 2,500.00	23/08/2013	Catering for Madiba day for 150 people in Murraysburg
	Proudly Karoo	R 3,600.00	8/8/2013	Women's day function - supply gifts
	Essops Multisave	R 2,497.71	8/8/2013	Supplied refreshments for women's day function
	Nyala Communications	R 3,499.00	6/8/2013	The only service provider for internet services
	Centracell	R 9,186.04	6/8/2013	Saving cost on telephone system
<b>d)(i) Any contract relating to the publication of notices and advertisements by the municipality</b>	Media 24	R 5,763.06	22/08/2013	SCM 06/2014 Notice no 85/2013: Office automation equipment
	Die Courier	R 17,955.01	2/8/2013	Only newspaper circulating in the central karoo
		R 7,511.18	29/08/2013	
		R 5,174.41	29/08/2013	
R 6,852.83		2/8/2013		
<b>1)(v) The appointment of any person to provide professional services where the value of such appointment is less than R200 000.</b>	Daniela De Kock	R 15,340.00	7/8/2013	Functional capacity evaluations for 16 employees
	Tamryn Olivier	R 15,340.00	2/8/2013	
	Dr Riel Hugo	R 18,062.40	29/08/2013	Assessment of MM position
	Danielle Studiesetrum	R 62,690.28	8/8/2013	Reconciliations of stores,creditors,asset register & c schedule
	Ignite Advisory Services	R 78,660.00	22/08/2013	Compilation & implementation of a compliance register

l)(vi)	<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>	Jupiter Towing	R 10,668.00	6/8/2013	CZ 4032 - Tow in truck and repair
			R 5,760.00	6/8/2013	CZ 5291 CAT - Remove and refit diff of digger loader
		24/7 Tyres & Fitment	R 5,000.00	21/08/2013	Transport trailer from Murraysburg to Beaufort West
		Dougie's Gearbox Centre	R 25,080.00	29/08/2013	Repair of diff of digger loader-CZ 5291
		George Lawnmowers	R 2,779.70	6/8/2013	Repair grasscutter
		Barloworld Equipment	R 5,079.52	1/8/2013	CZ 5169 TLB - Parts only available at agent
			R 9,331.95	21/08/2013	CZ 5169 - Vehicle is under guarantee & service vehicle
		Bwest Precision Motor engineers	R 31,794.00	8/8/2013	CZ 5401 - Overall engine - sole supplier in bwest
			R 3,874.86	8/8/2013	Tar cutter repair specialized works
			R 32,574.36	22/08/2013	CZ 10084 - sole supplier that can repair vehicle
			R 42,762.54	29/08/2013	CZ 17137 - Faulty engine, sole supplier that can fix engine
		The workshop	R 39,878.34	29/08/2013	CZ 7775 - Repair engine, sole supplier that can fix engine
			R 2,989.00	12/8/2013	CZ 6815 - Repairs done, sole supplier
		Karoo Lugreeling en Verkoeling	R 2,520.00	12/8/2013	CZ 16710-Repairs on vehicle
			R 2,850.00	15/08/2013	Repairs to air conditioner at Kwa-Mandlenkosi office
		PG Glass	R 2,500.00	16/08/2013	Repairs to air conditioner at the Mayor's office
			R 2,500.00	22/08/2013	CZ 4118 - Repair the window
Ian Dickie	R 4,647.78	21/08/2013	Repair water works pump		
	R 4,480.20	21/08/2013			

**DEVIATIONS APPROVED BY MUNICIPAL MANAGER FOR SEPTEMBER**

<b>APPLICABLE PARAGRAPH IN SCM POLICY</b>	<b>SUPPLIERS</b>	<b>AMOUNT</b>	<b>DATE</b>	<b>REASON FOR DEVIATION</b>
<b>(a) EMERGENCY</b>	PG Glass	R 2,500.00	11/9/2013	Access payment for insurance claim for replacement of window
<b>(b) SOLE SUPPLIER</b>		R 8,268.99	5/9/2013	
	Penny Pinchers	R 14,296.21	4/9/2013	Sole supplier of stock in Beaufort west
	Flotron	R 18,438.36	4/9/2013	Sole supplier to do repairs
	Elster Kent Metering	R 223,440.23	3/9/2013	Sole Manufacturer of elster meters & strainers
	Momar	R 13,327.97	16/09/2013	Sole manufacturer of chemicals used to clean electrical cables
	De Jagers Loodgieters	R 2,600.25	20/09/2013	Sole supplier of stock to repair the swimming pool in Nelspoort
<b>(d) Any exceptional case where it is impractical or impossible to follow the official procurement processes</b>	Conchem saligna	R 2,039.41	18/09/2013	Sole supplier of insect killer to fumigate houses
	SM Consultants	R 43,350.00	9/9/2013	
	SM Consultants	R 54,450.00	19/09/2013	Service provider for the distribution of traffic summonses
<b>l)(v) The appointment of any person to provide professional services where the value of such appointment is less than R200 000.</b>	Garden route Mosselbay	R 1,049.00	2/9/2013	MGRO meeting held at Garden route casino & Hotel
	Abraham Kiewitz Attorneys	R 34,200.00	16/09/2013	The council needed a legal opinion
	Ignite Advisory Services	R 35,060.70	9/9/2013	Drafting of annual performance report
<b>l)(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.</b>	JR Nieuwenhuizen	R 2,337.57	6/9/2013	Only service provider locally for balju services
	Victor se garage	R 6,733.05	9/9/2013	CZ 15569 - Sole supplier in Merweville that can do repairs
	24/7 Tyres & Fitment	R 10,000.00	9/9/2013	CBT 256 - Towing services on trailer from Murraysburg
		R 10,000.00	4/9/2013	CZ 7775 - Towing services on tractor from Beaufort west
	600 CT Manufacturing	R 2,980.87	6/9/2013	CZ 2954 - Outtrigger lock assembly
	George Lawnmowers	R 5,554.08	6/9/2013	Repair generator Honda
		R 5,755.04	19/09/2013	Compactor - repair engine
		R 4,959.24	19/09/2013	Tricycle lawnmower - repairs
	Denver	R 17,649.58	16/09/2013	CZ 6542 - Repairs
	Tata Worcester	R 3,017.10	18/09/2013	CZ 16710 - Murraysburg- Clutch kit parts available at agents
Purple rose distributors	R 4,060.52	18/09/2013	Groot Bomag 90 - Service kits	
	R 8,491.85	18/09/2013	Klein bomag 65 - Service kits	

**DEVIATIONS APPROVED BY MUNICIPAL MANAGER FOR 2<sup>nd</sup> QUARTER 01 OCTOBER – 30 DECEMBER 2013**

<b>DEVIATIONS APPROVED BY MUNICIPAL MANAGER OCTOBER</b>					
<b>APPLICABLE PARAGRAPH IN SCM POLICY</b>	<b>SUPPLIERS</b>	<b>AMOUNT</b>	<b>DATE</b>	<b>REASON FOR DEVIATION</b>	
(a)	<b>EMERGENCY</b>	Workshop Electronics	R 76,470.80	25/10/2013	Repair brake roller testing machine at the Vehicle testing station
(b)	<b>SOLE SUPPLIER</b>	E Esterhuizen	R 21,090.00	1/10/2013	Only available supplier for the transportation of grader
			R 51,984.00	11/10/2013	Only available supplier that has a grader for hire
		National Computer College	R 5,700.00	21/10/2013	Only local supplier in town that can offer the courses
			R 2,600.00	21/10/2013	
		Karoo Fire	R 2,670.00	15/10/2013	Only locally service provider to service fire extinguishers
		Beaufort Alarms	R 5,181.30	2/10/2013	Install alarm system at Hoenderplaas - Vaalkoppies
		Jirah Construction	R 5,300.00	1/10/2013	Camera survey of pipes
		Karoo vleisboere Kooperasie	R 2,441.32	1/10/2013	Sole supplier in Murraysburg to supply stock
		Wurth	R 7,215.60	25/10/2013	Manufacturer of Wurth products.
		Afrox	R 3,057.01	28/10/2013	Sole manufacturer of the oxygen and acetylene products
		Karoo Betonwerke	R 2,130.00	3/10/2013	Sole local manufacturer of concrete products in Beaufort West
			R 3,150.00	3/10/2013	
			R 6,130.00	3/10/2013	
R 3,900.00	3/10/2013				
(d)	<b>Any exceptional case where it is impractical or impossible to follow the official procurement processes</b>	B-wes Lugreeling & verkoeling	R 2,280.00	3/10/2013	Repair air conditioners at the Municipal offices in Merweville
			R 3,576.75	28/10/2013	Test and repair air conditioner at Payroll unit.
		Piet chops slaghuis	R 3,690.00	10/10/2013	Catering for youth in local government development
		Sonneblom Bloemiste	R 3,000.00	10/10/2013	Decorate pub for Youth in local government development
		FG Uniforms	R 27,120.26	4/10/2013	Only supplier with available stock on hand
		Charlmers Transport	R 3,740.00	7/10/2013	Available supplier for transportation of people to Oudtshoorn
		Hue-Tone	R 2,673.20	22/10/2013	Only two service providers that could provide quotes for bar codes
		Youngs Halfway House	R 10,200.00	23/10/2013	Mayoral Golf day - bookings for golfers
		TMS Hasler	R 6,400.00	11/10/2013	Service provider for a franking machine procured
		Total Client Service	R 9,091.50	2/10/2013	Provides software for traffic services

l)(i)	<b>Any contract relating to the publication of notices and advertisements by the municipality</b>	Media 24	R 5,763.06	26/10/2013	SCM 14/2014 Notice no 104/2013 Advert Ebenezer Street
			R 5,763.06	26/10/2013	SCm 12/2014 Notice no 103/2013 Advert High mast lights
			R 7,664.58	29/10/2013	SCM 13/2014 Notice no 106/2013 Bulk water supply Nelspoort
			R 5,763.06	30/10/2013	SCM 08/2014 Notice no 107/2013 Housing projects
		Die Courier	R 6,444.43	29/10/2013	Only newspaper circulating in the Central Karoo
			R 21,113.10	02/10/201	
l)(v)	<b>The appointment of any person to provide professional services where the value of such appointment is less than R200 000.</b>	Chris Swartz Engineering	R 19,950.00	21/10/2013	Prepare Beaufort West Municipality for the blue drop assessment
		Lombard en Kriek	R 39,308.06	17/10/2013	SALA – pension fund payments
		Crawfords Attorneys	R 32,490.00	22/10/2013	Legal opinion - councilors remuneration
			R 17,559.42	15/10/2013	SALA - pension fund payments
l)(vi)	<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>	Mega Roller Shutter Doors	R 11,925.00	8/10/2013	Repair roller doors at the Murraysburg Stores
		Beaufort West Toyota	R 2,161.91	15/10/2013	CZ 10707 - Agent to service Avanza
		Beaufort West Lugreeling & verkoeling	R 2,280.00	3/10/2013	Repair air conditioners at the Municipal offices in Merweville
			R 3,576.75	28/10/2013	Test and repair air conditioner at Payroll unit.
		All Access	R 16,368.99	15/10/2013	Collect nifty 120T & transport to Cape Town for repairs
		Beaufort West Precision Motor Engineers	R 9,970.44	25/10/2013	CZ 4574 - Repairs & service & fit new parts of tractor
			R 2,523.96	25/10/2013	Bomag roller - Remove & fit new broken bolts & timing belt
			R 2,040.60	25/10/2013	Bomag roller - Remove & replace diesel pump & injector



**DEVIATIONS APPROVED BY MUNICIPAL MANAGER FOR NOVEMBER**

<b>APPLICABLE PARAGRAPH IN SCM POLICY</b>	<b>SUPPLIERS</b>	<b>AMOUNT</b>	<b>DATE</b>	<b>REASON FOR DEVIATION</b>
<b>b) SOLE SUPPLIER</b>	Elster Kent Metering	R 53,352.68	8/11/2013	Sole manufacturer of Elster meters and strainers
	CTS Beaufort -West	R 3,420.00	13/11/2013	Loading & unloading of concrete slabs at the pump stations
	Integrity control systems	R 6,549.30	11/11/2013	Manufacturer of the security seals
	Landis + Gyr	R 36,138.00	11/11/2013	Manufacturer of the electricity meters
		R 42,978.00		
	Actebis 268 CC	R 7,991.40	8/11/2013	Handle hazardous waste & have a permit to expose of it.
		R 2,166.00	8/11/2013	
	E Esterhuizen	R 2,600.00	5/11/2013	Only local supplier that can supply red base course
	Karoo Fire	R 2,472.00	15/11/2013	Only service provider locally to supply & service fire extinguishers
	De Jager Loodgieters	R 2,000.00	13/11/2013	Only local supplier that can supply calcrete
Karoo Vleisboere Koop	R 5,054.05	1/11/2013	Sole supplier in Murraysburg	
<b>d) Any exceptional case where it is impractical or impossible to follow the official procurement processes</b>	Pressure Sealers	R 4,400.00	7/11/2013	Preventative maintenance service & check settings
	PJ Sounds	R 5,750.00	7/11/2013	Mayoral golf day sound, stage & photography.
	Best Home & Electric	R 11,697.78	11/11/2013	Mayoral golf day, presents for award ceremony
	Ultra Liquors	R 2,533.85	15/11/2013	Youth in local government function
	Nuweveld Chemist	R 3,217.30	25/11/2013	Only locally service provider to provide the needed goods
	Hoistec Engineering	R 17,498.64	25/11/2013	Safety inspection and load testing equipment locally
	Pentocostal Unity Mission Church	R 7,500.00	13/11/2013	Indigent applications must be renewed every 6 months
	New Fountain Ministries	R 5,500.00	13/11/2013	
	SM Consultants	R 41,850.00	20/11/2013	Service provider for the distribution of traffic summonses
		R 46,050.00	20/11/2013	
	TMS Hasler	R 6,400.00	25/11/2013	Service provider for franking machine procured
	Nyala Communications	R 3,499.00	5/11/2013	The only service provider for internet services
	Total Client Service	R 9,091.50	4/11/2013	Provides software for traffic services
Juta & Co	R 3,041.00	5/11/2013	Updated legislation books	
<b>l)(i) Any contract relating to the publication of notices and advertisements by the municipality</b>	Media 24	R 6,845.47	23/11/2013	No nr 110/2013, Registration of Suppliers

l)(ii)	any contract with an organ of state, a local authority or a public utility corporation or company	Department of Transport	R 53,760.00	1/11/2013	Prodiba is a government preferred service provider
l)(v)	The appointment of any person to provide professional services where the value of such appointment is less than R200 000.	Crawfords Attorneys	R 112,446.15	29/11/2013	Local official law practitioner handling the transportations
l)(v) i)	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.	Transtech	R 32,448.00	4/11/2013	CZ 5234 - Sort out problems with hydraulic system
			R 3,735.21	4/11/2013	Parts for lawnmower repairs
		George Lawnmowers	R 3,224.55	4/11/2013	Repairs on tricycle lawnmower
		Flo specialized product solutions	R 8,322.00	5/11/2013	Faulty VEGA 76 power analyzer send for testing & repairs
		Cape Mowers CC	R 2,713.43	26/11/2013	Torro Ruffcutter - Agent-Supply bearings
		Barloworld Equipment	R 6,643.75	4/11/2013	CZ 7713 - Supply new water pump
			R 2,643.07	26/11/2013	CZ 5169 - TLB Service and repair faults
	R 10,903.88	26/11/2013			

**DEVIATIONS APPROVED BY MUNICIPAL MANAGER FOR DECEMBER**

APPLICABLE PARAGRAPH IN SCM POLICY	SUPPLIERS	AMOUNT	DATE	REASON FOR DEVIATION
(a) Emergency	De Jagers Loodgieters	R 2,190.75	13/12/2013	Supply and repair of valves
(b) Sole Supplier	W.M Van Der Heever	R 2,850.00	13/12/2013	Only local land surveyor supplier
	Beaufort Alarms	R 20,477.00	2/12/2013	Installation of new alarm system at SAFA buildings
		R 4,230.54		Replacement of alarm system in Murraysburg
(d) Any exceptional case where it is impractical or impossible to follow the official procurement processes	BKB	R 3,140.70	02/12/2013	Only BKB locally can supply us on account for Ammonium Sulphate and 2.3.2 fertiizer
	October Sky	R 5,476.22	02/12/2013	The only firm that replied to request for quotation for full beehive suite
	Ultra Liquors	R 2,719.80	06/12/2013	Purchase of refreshments for year function on 06 December 2013
	KFC	R 3,059.00	19/12/2013	The only locally supplier that is willing to provide on short notice.
		R 2,224.80		
	Penny Pinchers	R 12,382.60	30/12/2013	The only locally supplier that provide the necessary material
	Forms Media Independent	R 7,860.30	2/12/2013	Specialized printing works for traffic summonses used with TCS software

		Avbob	R 2,480.00	2/12/2013	Financial assistance with pauper burial of disadvantage family
		City Lodge Hotel	R 2,565.40	3/12/2013	Nearest accommodation available to venue
		Beaufort West Luxury Coaches	R 37,400.00	11/12/2013	The only available supplier who could provide service on required time for memorial service of Nelson Mandela
		Total Client Service	R 9,091.50	27/12/2013	Provides software for traffic services
		Centracell	6186.83	10/12/2013	Saving cost on telephone system
		Sonneblom Bloemiste	R 7,600.00	12/12/2013	The only available supplier who could provide service on required time for memorial service of Nelson Mandela
		Essop Multisave	R 28,575.15	11/12/2013	The only supplier, who was willing to assist the Municipality with goods on credit.
			R 4,036.42	11/11/2013	Goods for Mayoral gholf day 9/11/2013.The supplier provide goods on credit
1)(i)	<b>Any contract relating to the publication of notices and advertisements by the municipality</b>	Die Courier	R 27,826.85	30/12/2013	Only newspaper circulating in the Central Karoo
1)(v)	<b>The appointment of any person to provide professional services where the value of such appointment is less than R200 000</b>	Danielle Studie Sentrum	R 25,450.64	4/12/2013	Professional services for the reconciliations of creditors and stores
		S.B Naidoo	R 14,953.60	11/12/2013	Only service provider locally for balju services
		Crawfords Attorneys	R 11,083.50	9/12/2013	Local official law practitioner handling the transportations
1)(vi)	<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>	TFM Transtech	R 6,602.67	10/12/2013	CZ 3484 Repairs -Nissan Compactor- Community service, the supplier is the agent
		The Workshop	R 2,500.00	27/12/2013	Repair of vehicle CZ16710
			R 2,500.00		Repair clutch CZ 7775
		All Access	R 28,991.98	10/12/2013	CZ 4930-Cherry Picker-Specialized repair works

**DEVIATIONS APPROVED BY MUNICIPAL MANAGER FOR 3<sup>rd</sup> QUARTER 01 JANUARY – 31 MARCH 2014**

<b>DEVIATIONS APPROVED BY MUNICIPAL MANAGER</b>					
<b>APPLICABLE PARAGRAPH IN SCM POLICY</b>	<b>SUPPLIERS</b>	<b>AMOUNT</b>	<b>DATE</b>	<b>REASON FOR DEVIATION</b>	
(a)	<b>Emergency</b>	Art-Work welding	R 4,000.00	30/01/2014	Fire services new office was broken into by removing security gate.
(b)	<b>Sole Supplier</b>	Elster Kent Metering	R 10,545.00	30/01/2014	Sole manufacturer of Elster metering and strainers
		Karoo Beton werke	R 4,140.00	30/01/2014	Only local manufacturer of concrete products.
(d)	<b>Any exceptional case where it is impractical or impossible to follow the official procurement processes</b>	Boosens Funerals	R 4,254.00	27/01/2014	Financial constraints of family, request assistance.
		TMS Hasler	R 6,400.00	07/01/2014	Service provider for franking machine procured
		Bell Oak Investments	R 44,095.20	09/01/2014	Procure tag labels for tag surveillance system from successful bidder
		SM Consultants	R 25,800.00	13/01/2014	Service provider for the distribution of traffic summonses Nov & Dec 13
			R 20,250.00	29/01/2014	
		Nyala Communications	R 3,499.00	31/01/2014	The only service provider for internet services
		B&B Sweiswerke	R 2,800.00	14/01/2014	Pull and release of borehole pump on Chicken farm
		BKB	R 5,088.60	20/01/2014	Only Local supplier of ammonium sulphate and growth salt.
		Asla	R 6,137.20	31/01/2014	Repair damaged house erf 9747, damaged by vehicle
		Karoo Fire	R 5,400.00	15/01/2014	Only service provider locally to supply & service fire extinguishers
			R 3,750.00	29/01/2014	
		Beaufort Alarms	R 4,326.30	03/01/2014	Repair alarm system at Rustdene office where burglary took place.
		CTM	R 4,428.35	17/01/2014	Only available supplier with specific tiles for the VIP lounge.
		Die Courier	R 2,104.38	30/12/2013	Printing of vehicle logbooks books for workshop
Ignite Advisory Services	R 17,460.81	09/01/2014	Performance Management Service Provider		
1)(i)	<b>Any contract relating to the publication of notices and advertisements by the municipality</b>	Die Courier	R 3,351.60	30/01/2014	Only newspaper circulating in the Central Karoo
1)(v) /	<b>The appointment of any person to provide professional services where the value of such appointment is less than R200 000</b>	Danielle Studie Sentrum	R 25,450.64	21/01/2014	Professional services for the reconciliations of creditors and stores
		Marais Muller Yekiso Attorneys	R 49 413.30	29/01/2014	Legal advice w.r.t Afri-forum
		Crawford's Attorneys	R 13,110.00	27/01/2014	Local official law practitioner handling the transportations
R 5,848.20	09/01/2014		Legal advice on performance contract of Municipal Manager		
1)(vi) )	<b>ad-hoc repairs to plant and equipment where it is not</b>	Beaufort West Precision Motor eng	R 2,268.60	29/01/2014	CZ 3484 - Sole supplier in Town that van repair vehicle

possible to ascertain the nature or extent of the work required in order to call for bids.

All Access

R 3,432.83

29/01/2014

CZ 4930 - Repairs to cherry picker

**DEVIATIONS APPROVED BY MUNICIPAL MANAGER OF FEBRUARY**

<b>APPLICABLE PARAGRAPH IN SCM POLICY</b>	<b>SUPPLIERS</b>	<b>AMOUNT</b>	<b>DATE</b>	<b>REASON FOR DEVIATION</b>
<b>(b) Sole Supplier</b>	Elster Kent Metering	R 5,529.00	10/2/2014	Sole manufacturer of Elster meters and strainers
	Karoo Vleisboere Kooperasie	R 17,099.65	21/02/2014	Sole supplier of goods in Murraysburg
	De Jager Loodgieters	R 2,280.00	17/02/2014	Sole local supplier of calcrete
	Karoo Betonwerke	R 6,156.00	26/02/2014	Sole local supplier of piramides.
	Penny Pinchers	R 8,877.18	20/02/2014	Sole locally supplier that can supply stock
	BKB	R 8,229.30	19/02/2014	Sole local supplier of ammonium sulphate and growth salt
	B&B Sweiswerke	R 3,145.00	7/2/2014	Pull and drop borehole at Small Hansrivier
<b>(d) Any exceptional case where it is impractical or impossible to follow the official procurement processes</b>	Lithotech	R 24,168.00	4/2/2014	Specialized printing works for municipal accounts
	Isak Goeieman	R 2,000.00	6/2/2014	Families request financial assistance from Municipality
	Proudly Karoo	R 4,980.00	20/02/2014	Visibility t-shirt with branding for swimming pool officials
	Makhukane Consulting	R 8,205.67	26/02/2014	Installation of pre-paid meters in Murraysburg
	Ubertech	R 98,564.40	1/2/2014	Contracted i.t.o a service level agreement to provide IT support.
	Pressure Sealers	R 4,100.00	4/2/2014	Preventative maintenance service and check settings
<b>d)(i) Any contract relating to the publication of notices and advertisements by the municipality</b>	Media 24	R 6,160.79	19/02/2014	Advertisement in Die Burger for Notice no.17/2014
<b>l)(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.</b>	George Lawnmowers	R 7,112.25	3/2/2014	Tri-cycle lawnmower, do repairs
	Bwes precision motor eng	R 11,868.00	11/2/2014	Hyundai- overall engine and specialized services
	Wurth	R 47,225.30	26/02/2014	Sole supplier and importer of these products

**DEVIATIONS APPROVED BY MUNICIPAL MANAGER FOR MARCH**

APPLICABLE PARAGRAPH IN SCM POLICY		SUPPLIERS	AMOUNT	DATE	REASON FOR DEVIATION
(a)	Emergency	WCC Cables	R 182,379.36	17/03/2014	The overhead power lines was stolen and urgent repairs were necessary
		Bafana Bafana Elektries	R 97,384.52	31/03/2014	Restrining of lines to pumps
(b)	Sole Supplier	Penny Pinchers	R 12,412.77	3/3/2014	Sole local supplier that can supply stock otherwise transportations costs would have been paid if supplied outside Beaufort west
		Drager	R 12,451.08	31/03/2014	Sole supplier of drager alcohol tester equipment in the Western Cape
		Hazard Bonaka	R 18,462.10	31/03/2014	Only supplier with stock to provide quotation for Sirens and emergency lights
		B&B Sweiswerke	R 2,920.00	19/03/2014	Pull down bore hole at Hansrivier
		E Esterhuizen	R 10,260.00	3/3/2014	Only available contractor with grader to repair access road to Katjieskop Substation for the minister of Energy
		Beaufort Alarms	R 3,021.00	18/03/2014	Sole service provider locally to monitor the existing alarm system
		(d)	Any exceptional case where it is impractical or impossible to follow the official procurement processes	Bwest Luxury Coaches	R 50,940.00
R 2,100.00	26/03/2014				Transportation of 310 beneficiaries from their wards to Thusong Centre
Waltons	R 9,066.60			31/03/2014	Only supplier that responded to request for quotation
Q's Projects	R 11,700.00			10/3/2014	Catering on short notice for training at Weighbridge
Conchem saligna	R 2,039.41			13/03/2014	Only service provider that supply the poison
ASLA	R 6,996.40			5/3/2014	The house is a ASLA construction house and must be repaired
Henchem	R 24,794.20			26/03/2014	Request to provide Orbit outpace super & orbit 200gr
Youngs Halfway House	R 15,000.00			25/03/2014	Only service provide that provided a quotation
Centracell	R 5,677.55			31/03/2014	Saving cost on telephone system
Ignite Advisory Services	R 60,348.18			7/3/2014	Performance Management Service Provider
Die Courier	R 3,505.50			3/3/2014	Cheapest supplier of funeral books
SM Consultants	R 16,350.00			18/03/2014	Service provider for the distribution of traffic summonses
Nyala Communications	R 3,499.00			31/03/2014	The only service provider for internet services
(v)	The appointment of any person to	Danielle	R 76,551.14	3/3/2014	Reconcile the creditors and stores, it was not practical to

	<b>provide professional advice or services is less than R200 000 or any greater amount</b>	Studiesentrum			obtain other quotations due to time constraints.
		Crawfords Attorneys	R 4,560.00	5/3/2014	Local official law practitioner handling the transportations
		S.B Naidoo	R 4,738.98	5/3/2014	Only service provider locally for balju services
d)(i)	<b>Any contract relating to the publication of notices and advertisements by the municipality</b>	Die Courier	R 27,826.85	31/03/2014	Only newspaper circulating in the Central Karoo
l)(vi)	<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>	B&B Sweiswerke	R 24,300.00	6/3/2014	CZ 4118 - Replacement of wear bars on refuse truck
		Tricom Africa	R 2,206.00	12/3/2014	Sole supplier to supply spare parts for spilhaus pump
		Sprinter Zone	R 5,802.60	18/03/2014	CZ 10707- Tow in from Beaufort to Parow, attend to clutch
		Hilbert	R 19,546.00	25/03/2014	Test and repair repeaters and antennae of hand radios

**DEVIATIONS APPROVED BY MUNICIPAL MANAGER FOR 4<sup>th</sup> QUARTER 01 APRIL – 30 JUNE 2014**

<b>DEVIATIONS APPROVED BY MUNICIPAL MANAGER FOR APRIL</b>				
<b>APPLICABLE PARAGRAPH IN SCM POLICY</b>	<b>SUPPLIERS</b>	<b>AMOUNT</b>	<b>DATE</b>	<b>REASON FOR DEVIATION</b>
<b>o) Sole Supplier</b>	BKB	R 2,366.60	16/04/2014	Sole supplier that can provide on account Lusern Bale and Corn
	PG Glass	R 6,262.29	14/04/2014	Sole supplier that could supply and install windows at 22 houses
	Actebis 256 CC	R 4,970.40	22/04/2014	Sole supplier to remove hazardous waste.
	B & B Sweiswerke	R 3,710.00	23/04/2014	Sole supplier that can pull borehole pumps
	Karoo Fire	R 2,300.00	22/04/2014	Only service provider locally to supply & service fire extinguishers
	Karoo Vleisboere	R 32,031.37	22/04/2014	Sole supplier in Murraysburg that can supply the stock
	Beaufort Alarms	R 4,577.00	29/04/2014	Sole supplier, repair alarm system in Beaufort West
	Elster Kent Metering	R 792,014.79	2/4/2014	Sole manufacturer of Elster meters and strainers
	Karoo Betonwerke	R 15,100.00	8/4/2014	Sole local manufacturer of concrete products
	Spectrum Communications	R 23,590.00	3/4/2014	Sole supplier of Telemetry System
	Vastrap Grondverskuiwings	R 3,000.00	2/4/2014	Sole supplier in Murraysburg that have a TLB machine
<b>l) Any exceptional case where it is impractical or impossible to follow the official procurement processes</b>	PJ Sounds	R 10,000.00	22/04/2014	Only available local supplier that could provide stage & sound on short notice.
	Art work welding	R 2,770.00	25/04/2014	Supply and install steel grit in Danie Theron street
	ED Catering	R 3,000.00	17/04/2014	Signing of IEC code of conduct, supply refreshments
	Kivido's Transport	R 3,800.00	23/04/2014	Transport of passengers from Murraysburg to Beaufort west
	TMS Hasler	R 6,400.00	4/4/2014	Service provider for franking machine procured
	NOSA	R 21,219.99	22/04/2014	Only supplier in Western Province that specializes in the training
	Mr G Brooks	R 2,500.00	14/04/2014	Mr Brooks is the only supplier that can dismantle tents.
	Penny Pinchers	R 108,552.42	14/04/2014	Sole local supplier that can supply stock, other suppliers outside Beaufort West charge extra for transport.
	Ignite Advisory Services	R 62,098.37	4/4/2014	Performance Management Service Provider
<b>l( ) The appointment of any person to provide professional advice or services is less than R200 000 or any greater amount</b>	Abrahams Kiewiets Attorneys	R 74,545.00	22/04/2014	CCMA Case of S Moses, legal opinion
	Danielle studiesentrum	R 25,450.64	23/04/2014	Consultant - reconciliation of stores & creditors



	S.B Naidoo	R 3,370.98	7/4/2014	Only service provider locally for balju services	
	Ignite	R 68,400.00	11/4/2014	IDP 2014/2015 cycle, urgent submission to Local Gov,review	
	Crawfords Attorneys	R 53,317.80	11/4/2014	Local official law practitioner handling the transportations	
l)( )	<b>Any contract relating to the publication of notices and advertisements by the municipality</b>	Die Courier	R 3,927.07	3/4/2014	Only newspaper circulating in the Central Karoo
		Media 24	R 5,750.07	7/4/2014	Advertisement in Die Burger for Notice no.31/2014
l)( i)	<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>	Hoistec Engineering	R 9,684.30	22/04/2014	Sole supplier of Safety inspection and load testing of beams at pump stations.
			R 6,161.70	22/04/2014	
			R 14,563.50	22/04/2014	
		George Lawnmowers	R 18,733.56	22/04/2014	Supplier that are the nearest to Beaufort West to repair lawnmowers and chainsaws
			R 2,190.43	22/04/2014	
		Hilbert Radios	R 22,282.44	7/4/2014	Repair repeaters and antennas
		B-wes rugleering & Verkoeling	R 4,161.85	22/04/2014	Inspect and repair air conditioner in Nelspoort

**DEVIATIONS APPROVED BY MUNICIPAL MANAGER FOR MAY**

APPLICABLE PARAGRAPH IN SCM POLICY	SUPPLIERS	AMOUNT	DATE	REASON FOR DEVIATION
(b) Sole Supplier	Elster Kent Metering	R 74 102,00	19/05/2014	Sole manufacturer & supplier of Elster Meters & Strainers
	PG Glass	R 9 185,49	13/05/2014	Sole supplier that can supply and install windows at 219 houses
	Pressure Sealers	R 4 100,00	26/05/2014	Preventative maintenance service & check settings
	Trentyre	R 7 652,00	30/05/2014	Sole local supplier that can provide Willard Batteries
(d) Any exceptional case where it is impractical or impossible to follow the official procurement processes	Essop Multisave	R 2 345,00	12/05/2014	Supply refreshments for Minister of Rural Development function
		R 8 680,90	12/05/2014	
		R 4 867,20	16/05/2014	Only supplier that can supply goods on account
	B&B Sweiswerke	R 15 370,00	15/05/2014	Fencing steam station
	N Colyn	R 9 535,00	16/05/2014	Fencing Brummer substation
		R 15 410,00	16/05/2014	Fencing Wimpy mini substation
	Beaufort west Luxury Coaches	R 3 950,00	02/05/2014	Transport people from Nelspoort to Beaufort West and back for meeting
		R 17 340,00	16/04/2014	Transport people from Merweville, Nelspoort and Murraysburg to Beaufort West and back for meeting
	Harvey World Travel	R 8 180,00	22/05/2014	

Flight ticket for Mayor-Inauguration of President

		Group			
		Sonneblom Bloemiste	R 2 500,00	14/05/2014	Supply flowers and décor the Minister of Rural development
		Penny Pinchers	R 4 206,33	14/05/2014	Only supplier locally that can supply goods. It is not practical to use other suppliers out of town as their delivery cost is high.
			R 3 392,92	14/05/2014	
			R 3 439,79	14/05/2014	
		SM Consultants	R 14 700,00	20/05/2014	Service provider for the distribution of traffic summonses
			R 19 800,00	02/05/2014	
<b>1(v)</b>	<b>The appointment of any person to provide professional advice or services is less than R200 000 or any greater amount</b>	Ignite Advisory Services	R 13 159,31	09/05/2014	Performance Management Service Provider
		D Fortuin	R 2 500,00	24/04/2014	Consulting fee for drawings for pub furniture
<b>1(i)</b>	<b>Any contract relating to the publication of notices and advertisements by the municipality</b>	Media 24	R 6 160,79	27/05/2014	Newspaper circulating in Western Cape-Advert - SCM 26-2014 upgrading of Pieter Street.
<b>1)(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>	Southern Cape Compressed Air Services	R 8 406,36	15/05/2014	Agent-Service of air compressor
		George Lawnmowers	R 3 032,40	21/05/2014	Torro Greencutter at Golf course - Strip and repair
			R 5 419,10	21/05/2014	Striker kudu Briggs - Strip and repair
			R 3 025,50	30/05/2014	Robin HP Washer - Stihl - Strip and repairs
			R 2 591,78	29/05/2014	Tricycle Lawnmower - Strip and repairs
		Precision Motor Engineers	R 19 620,54	29/05/2014	Mobile Welder - Specialized service by Engineers.
		Karoo Lugreeling & Verkoeling	R 2 350,00	22/05/2014	Ascertain the problem of air conditioner and repair at traffic offices

**DEVIATIONS APPROVED BY MUNICIPAL MANAGER FOR JUNE**

<b>APPLICABLE PARAGRAPH IN SCM POLICY</b>	<b>SUPPLIERS</b>	<b>AMOUNT</b>	<b>DATE</b>	<b>REASON FOR DEVIATION</b>
<b>(b) Sole Supplier</b>	Trentyre	R 10 326,00	24/06/2014	Sole supplier locally that can provide Willard Batteries
	Middleton Geomatics	R 10 032,00	02/06/2014	Relocation of beacons Erf 5298 & 13 Nelspoort
	Automotor Traffic signal	R 4 380,00	11/06/2014	Manufacturer of traffic controller and repairs
	Lithotech	R 10 200,00	14/06/2014	Sole supplier for the printing of cheques of Nedbank
	B&B Sweiswerke	R 3 500,00	19/06/2014	Pull down boreholes at Kuilspoor
	Karoo Vleisboere Koop	R 9 696,71	25/06/2014	Sole supplier in Murraysburg that can supply the stock
	Skuza Transport	R 2 112,00	23/06/2014	Only Taxi operating in Murraysburg that can transport passengers. He transported ward committee members to Beaufort West and back to Murraysburg
<b>(d) Any exceptional case where it is impractical or impossible to follow the official procurement processes</b>	SM Consultants	R 12 750,00	27/06/2014	Service provider for the distribution of traffic summonses
	Pentecostal Church	R 6 800,00	03/06/2014	Indigent applications was renewed.
	New Fountain Ministries	R 5 500,00	03/06/2014	
	WCC Cables	R 10 830,00	13/06/2014	Install extra bulk meter in the minisub, SCM 18/2014 Tender
	Ubertech	R 2 371,20	19/06/2014	Appointed i.t.o a service level agreement to provide IT support
	Benjamin Bus Services	R 2 400,00	05/06/2014	Transport community members for Minister function
	Harvey World Travel Group	R 5 167,60	12/06/2014	Flight ticket for Director Engineering services IMESA conference
	Nyala Communications	R 3 499,00	30/06/2014	The only service provider for internet services
	City Security Services	R 6 837,00	05/06/2014	Security services rendered at Murraysburg Centre
<b>l(v) The appointment of any person to provide professional advice or services is less than R200 000 or any greater amount</b>	ODS Consulting CC	R 62 978,16	27/06/2014	Facilitating selecting process and reporting for Director Corporate and Financial Services
	S.B Naidoo	R 3 095,67	06/06/2014	Only service provider locally for balju services
	Abrahams Kiewiets Attorneys	R 33 174,00	30/06/2014	Legal fees for contract with Central Karoo Traffic Systems
<b>l(i) Any contract relating to the publication of notices and advertisements by the municipality</b>	Die Courier	R 17 695,66	19/06/2014	Only newspaper circulating in the Central Karoo
<b>l(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.</b>	Bwes Precision Engineers	R 2 374,62	09/06/2014	CZ 6416 - Sole local supplier of specialised repair work
		R 7 068,00	13/06/2014	CZ 7713 - Sole supplier of specialised repair work
	Short's Nissan	R 3 441,69	12/06/2014	CZ 3697 - Agent - first 5000km service

