

5. MONTHLY REPORT TO COUNCIL ON SUPPLY CHAIN MANAGEMENT (SCM) POLICY: PARAGRAPH 36, 16(1)(b) AND 17(1)(c) FOR JULY 2016

8/2/2

C Le Roux

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Corporate Head Office

07 July 2016

1. Executive Summary

The purpose of this report is to inform Council of all deviations from the Supply Chain Management Policy, approved by the delegated authority in terms of Paragraph 36 of the Supply Chain Management Policy, as well as approvals in terms of 16(1)(b) and 17(1)(c) for July 2016.

2. Service Delivery and Budget Implementation Plan - IGNITE

Directorate: Finance
Department: Supply Chain Management

3. Compliance with Strategic Priorities

Provision of democratic, accountable and ethical governance
Provision and maintenance of municipal services

4. Delegated Authority

None

5. Legal Requirements

Local Government: Municipal Finance Management Act 2003, (Act 56 of 2003)
Local Government: Municipal Systems Act 2000, (Act 32 of 2000)
Overstrand Municipality Supply Chain Management Policy dated 25 May 2008, as amended.

6. Background/Discussion/Evaluation/Conclusion

Background

The purpose of this report is to ensure that Council maintains oversight over the implementation of the Supply Chain Management Policy. In terms of Paragraph 36(2) of the said policy, the Accounting Officer must record the reasons for any deviations in terms of Paragraph 36(1) of the policy and report same to council.

Discussion**A. Deviations - Paragraph 36(1)(a)**

Paragraph 36(1)(a) of Council's Supply Chain Management (SCM) Policy allows circumstances for deviations from the procurement processes. Furthermore, the policy requires in Paragraph 36(2), that the reasons for any deviations from the procurement processes must be recorded and be reported to Council.

Deviations approved in terms of clause 36(1)(a) for July 2016 is attached as **Annexure A**.

B. Awards in terms of Paragraph 16(1)(b) and 17(1)(c)

In terms of Paragraph 16(1)(b) and 17(1)(c) of the SCM Policy, where the Written or Formal Written Price Quotation process has been followed for procurement below R 30,000.00 (Incl. VAT) and it is not possible to obtain at least three quotations, the reasons must be recorded and approved by the Chief Financial Officer (CFO) or an official designated by the CFO.

In terms of Paragraph 16(1)(b) and 17(2) of the said policy, the designated official must report all such approvals made by the official in terms of their sub-delegation to the Chief Financial Officer.

A schedule of all such approvals for July 2016 is attached as per **Annexure B**.

7. Financial Implications

None

8. Staff Implications

None

9. Comments from other Departments, Divisions and Administrations

None

10. Annexures

Annexure A: Schedule of deviations from the procurement processes approved in terms of sub-delegations

Annexure B: Schedule of approvals in terms of Paragraph 16(1)(b) and 17(1)(c)

RECOMMENDATION TO THE COUNCIL:

1. that the deviations from the procurement processes, approved in terms of the delegated authority for July 2016, **be noted**; and
2. that the awards made in terms of Paragraph 16(1)(b) and 17(1)(c), approved in terms of the delegated authority for July 2016, **be noted**.

RESPONSIBLE OFFICIAL :**C LE ROUX****TARGET DATE FOR IMPLEMENTATION :****TO BE NOTED**

SCHEDULE OF DEVIATIONS IN TERMS OF CLAUSE 36(1)(a) OF THE SCM POLICY - OVERSTRAND MUNICIPALITY - JULY 2016

Request	Order	Supplier	Date	Deviation in terms of Clause 36(1)(a)	Value (VAT Excl)	VAT	Value (VAT Incl)	Comments / Line description
67026	213554	AYANDA MBANGA COMMUNICATIONS (20160705	Clause 36(1)(a)(v)(d)	R 7 698.26	R 1 077.75	R 8 776.01	Plasing van adv. in die Hermanus Times van Do. 07/07/2016 Afr & Eng CAM127950 Interne Ouditeur
67040	213546	CHURCH STREET LODGE GUEST HOUS	20160705	Clause 36(1)(a)(v)(e)	R 8 140.36	R 1 139.64	R 9 280.00	B&B (J. APLON, K. JEPHTHA, Z. MAYEKISO, N. VAN DYK) CHURCH STREET LODGE, WORCESTER, 11 - 14 JULY '16
67057	213555	AYANDA MBANGA COMMUNICATIONS (20160705	Clause 36(1)(a)(v)(d)	R 15 575.17	R 2 180.52	R 17 755.69	Plasing van adv. in Die Burger van Sat 09/07/2016. Afr. CAM127951 Interne Ouditeur
67059	213543	BURGER A DIVISION OF MEDIA 24	20160705	Clause 36(1)(a)(v)(d)	R 3 642.85	R 509.99	R 4 152.84	ADVERT SC 1715.2016 - ICT CABLING
67114	213544	INDEPENDENT NEWSPAPERS (PTY) L	20160706	Clause 36(1)(a)(v)(d)	R 2 808.49	R 393.18	R 3 201.67	ADVERTS SC 1715/2016
67145	213811	WORK DYNAMICS (PTY) LTD	20160707	Clause 36(1)(a)(v)	R 7 500.00	R 1 050.00	R 8 550.00	Brief to Mayor & Finance Portfolio Councilor: S56 managers market related salaries DELIVERY OF FACE VALUE FORMS FROM DEPT TRANSPORT, CAPE TOWN TO MOTOR REGISTRATION OFFICE, GANSBAAI
67173	213779	RJ COURIERS	20160707	Clause 36(1)(a)(v)(h)	R 7 017.55	R 982.45	R 8 000.00	REGISTRATION OFFICE, GANSBAAI
67182	213676	SHERIFF BELLVILLE NORTH - T WI	20160707	Clause 36(1)(a)(v)(i)	R 13 157.90	R 1 842.10	R 15 000.00	JAARORDER - SHERIFF BELLVILLE NOORD
67184	213677	SHERIFF BELLVILLE SOUTH - D CU	20160707	Clause 36(1)(a)(v)(i)	R 8 771.93	R 1 228.07	R 10 000.00	JAARORDER - SHERIFF BELLVILLE SUID
67185	213678	SHERIFF BREDASDORP - LD GERTZE	20160707	Clause 36(1)(a)(v)(i)	R 5 000.00	R 0.00	R 5 000.00	JAARORDER - SHERIFF BREDASDORP
67186	213679	SHERIFF CALEDON - SMM VAN WYK	20160707	Clause 36(1)(a)(v)(i)	R 20 000.00	R 0.00	R 20 000.00	JAARORDER - SHERIFF CALEDON
67187	213680	SHERIFF GOODWOOD 1 - 4156 IJ J	20160707	Clause 36(1)(a)(v)(i)	R 3 508.78	R 491.22	R 4 000.00	JAARORDER - SHERIFF GOODWOOD AREA 1
67188	213715	SHERIFF GOODWOOD AREA 2 - 3466	20160707	Clause 36(1)(a)(v)(i)	R 2 631.58	R 368.42	R 3 000.00	JAARORDER - SHERIFF GOODWOOD AREA 2
67189	213681	SHERIFF HERMANUS - JE BOLTNEY	20160707	Clause 36(1)(a)(v)(i)	R 60 000.00	R 0.00	R 60 000.00	JAARORDER - SHERIFF HERMANUS
67190	213682	SHERIFF JOHANNESBURG NORTH - 0	20160707	Clause 36(1)(a)(v)(i)	R 2 631.58	R 368.42	R 3 000.00	JAARORDER - SHERIFF JOHANNESBURG NOORD
67191	213683	SHERIFF JOHANNESBURG SOUTH - 0	20160707	Clause 36(1)(a)(v)(i)	R 2 631.58	R 368.42	R 3 000.00	JAARORDER - SHERIFF JOHANNESBURG SUID
67192	213684	DH GREYLING - K020	20160707	Clause 36(1)(a)(v)(i)	R 2 631.58	R 368.42	R 3 000.00	JAARORDER - SHERIFF JOHANNESBURG OOS
67193	213685	SHERIFF OF HIGH/LOWER COURT -	20160707	Clause 36(1)(a)(v)(i)	R 8 771.93	R 1 228.07	R 10 000.00	JAARORDER - SHERIFF KAAPSTAD NOORD
67194	213686	SHERIFF CAPE TOWN EAST - X01L	20160707	Clause 36(1)(a)(v)(i)	R 8 771.93	R 1 228.07	R 10 000.00	JAARORDER - SHERIFF KAAPSTAD OOS
67195	213716	SHERIFF CAPE TOWN WEST - NIN NT	20160707	Clause 36(1)(a)(v)(i)	R 6 140.36	R 859.64	R 7 000.00	JAARORDER - KAAPSTAD WES
67197	213687	SHERIFF KIMBERLEY (JACOBSDAL &	20160707	Clause 36(1)(a)(v)(i)	R 2 631.58	R 368.42	R 3 000.00	JAARORDER - SHERIFF KIMBERLEY
67200	213689	SHERIFF KUILSRIVER - SM ISMAIL	20160707	Clause 36(1)(a)(v)(i)	R 8 771.93	R 1 228.07	R 10 000.00	JAARORDER - SHERIFF KUILSRIVER NOORD
67201	213690	SHERIFF KUILSRIVER SOUTH - CAR	20160707	Clause 36(1)(a)(v)(i)	R 8 771.93	R 1 228.07	R 10 000.00	JAARORDER - SHERIFF KUILSRIVER SUID
67202	213729	SHERIFF MALMESBURY - BASSON MS	20160707	Clause 36(1)(a)(v)(i)	R 2 631.58	R 368.42	R 3 000.00	JAARORDER - SHERIFF MALMESBURY
67204	213730	SHERIFF MITCHELL'S PLAIN - HC	20160707	Clause 36(1)(a)(v)(i)	R 2 631.58	R 368.42	R 3 000.00	JAARORDER - SHERIFF MITCHELL'S PLAIN SUID
67206	213732	ACTING SHERIFF PAARL - CLC SEC	20160707	Clause 36(1)(a)(v)(i)	R 7 000.00	R 0.00	R 7 000.00	JAARORDER - SHERIFF PAARL
67208	213734	BALUJ PRETORIA NOORD OOS - AJ	20160707	Clause 36(1)(a)(v)(i)	R 2 631.58	R 368.42	R 3 000.00	JAARORDER - SHERIFF PRETORIA NOORD OOS
67209	213735	NEL CF - 5099	20160707	Clause 36(1)(a)(v)(i)	R 8 771.93	R 1 228.07	R 10 000.00	JAARORDER - SHERIFF PRETORIA OOS
67210	213736	SHERIFF PRETORIA SOUTH EAST -	20160707	Clause 36(1)(a)(v)(i)	R 2 631.58	R 368.42	R 3 000.00	JAARORDER - SHERIFF PRETORIA SUID OOS
67211	213737	CJvd L FOURIE - 1028	20160707	Clause 36(1)(a)(v)(i)	R 2 631.58	R 368.42	R 3 000.00	JAARORDER - SHERIFF SIMONSTAD
67213	213739	SHERIFF STELLENBOSCH - RP LEWI	20160707	Clause 36(1)(a)(v)(i)	R 11 000.00	R 0.00	R 11 000.00	JAARORDER - SHERIFF STELLENBOSCH
67214	213760	SHERIFF STRAND - D BURGER	20160707	Clause 36(1)(a)(v)(i)	R 4 385.97	R 614.03	R 5 000.00	JAARORDER - SHERIFF STRAND
67217	213741	SHERIFF WELLINGTON - SL KOOPMA	20160707	Clause 36(1)(a)(v)(i)	R 4 000.00	R 0.00	R 4 000.00	JAARORDER - SHERIFF WELLINGTON
67218	213742	SHERIFF WYNBERG NORTH - 708	20160707	Clause 36(1)(a)(v)(i)	R 6 140.36	R 859.64	R 7 000.00	JAARORDER - SHERIFF WYNBERG NOORD
67220	213743	SHERIFF WYNBERG EAST - P JOHAN	20160707	Clause 36(1)(a)(v)(i)	R 10 000.00	R 0.00	R 10 000.00	JAARORDER - SHERIFF WYNBERG OOS
67221	213744	SHERIFF WYNBERG SOUTH - 3851	20160707	Clause 36(1)(a)(v)(i)	R 8 771.93	R 1 228.07	R 10 000.00	JAARORDER - SHERIFF WYNBERG SUID
67267	213666	FAIRBRIDGES WERTHEIM BECKER (O	20160708	Clause 36(1)(a)(v)(c)	R 6 430.55	R 854.77	R 7 285.32	OVES/0003 - ERF 9024 Hermanus. Cancellation and Revival of Deed.

67272	213662	OVERSTRAND HERALD	20160711	Clause 36(1)(a)(v)(d)	R 2 200.00	R 0.00	R 2 200.00	ERF 5967, KLEINMOND: PROPOSED REMOVAL OF RESTRICTIVE CONDITIONS, REZONING & DEPARTURE
67300	214022	RJ COURIERS	20160711	Clause 36(1)(a)(v)(h)	R 8 771.93	R 1 228.07	R 10 000.00	ORDER VIR VERVOER VAN ITEMS VAN HERMANUS NA KAAPSTAD EN VANAF KAAPSTAD N/A HERMANUS
67352	214213	THE CONFERENCE COMPANY	20160712	Clause 36(1)(a)(v)(g)	R 9 210.54	R 1 289.46	R 10 500.00	WATER LEAKAGE SUMMIT FOR STEPHEN MULLER
67384	213745	BURGER A DIVISION OF MEDIA 24	20160713	Clause 36(1)(a)(v)(d)	R 4 245.00	R 594.30	R 4 839.30	SCI1323(iii)/2013:Section 116(3) Public Notice
67392	213728	GENTECNIC T/A HANNGAN	20160713	Clause 36(1)(a)(v)(a)	R 28 440.00	R 0.00	R 28 440.00	GENERATOR CONTROLLER
67533	213912	INSTITUTE OF ENVIRONMENT AND R	20160719	Clause 36(1)(a)(v)(g)	R 3 000.00	R 420.00	R 3 420.00	ATTENDANCE AT THE IERM CONGRESS 2016
67540	213880	BURGER A DIVISION OF MEDIA 24	20160719	Clause 36(1)(a)(v)(d)	R 3 642.85	R 509.99	R 4 152.84	ADVERT SC 1716/2016
67545	213881	INDEPENDENT NEWSPAPERS (PTY) L	20160719	Clause 36(1)(a)(v)(d)	R 3 276.57	R 458.71	R 3 735.28	ADVERT SC 1716/2016
67849	214151	BURGER A DIVISION OF MEDIA 24	20160726	Clause 36(1)(a)(v)(d)	R 5 808.97	R 813.25	R 6 622.22	NOTICE NUMBER 96/2016 DRAFT PROCESS PLAN
67889	214111	BURGER A DIVISION OF MEDIA 24	20160726	Clause 36(1)(a)(v)(d)	R 7 285.69	R 1 019.99	R 8 305.68	ADVERT SC 1719+1721/2016
67890	214112	BURGER A DIVISION OF MEDIA 24	20160726	Clause 36(1)(a)(v)(d)	R 8 490.00	R 1 188.60	R 9 678.60	ADVERT SC 1719+1721/2016
67922	214126	INDEPENDENT NEWSPAPERS (PTY) L	20160727	Clause 36(1)(a)(v)(d)	R 5 382.93	R 753.60	R 6 136.53	ADVERT SC 1719+1721/2016
68054	214214	INSTITUTE OF ENVIRONMENT AND R	20160729	Clause 36(1)(a)(v)(g)	R 6 000.00	R 840.00	R 6 840.00	LIEZL DE VILLIERS AND PENELOPE APLOON WILL ATTEND THE IERM CONVENTION IN CAPE TOWN ON 26-28 SEPTEMBER

TOTAL

50

R 392 620.39 R 34 251.59 R 426 871.98

Schedule of approvals in terms of Clause 17(1)(c) of the SCM Policy - Overstrand Municipality - 01 July to 31 July 2016

		Reason Codes for exceptions:					
10		Received only one quote by closing time and date of submission of quotation					
11		Received only two quotes at closing time and date of submission of quotation					
Note: Please be advised that some of the descriptions below are only of the first line item on the request							
Number	Request	Supplier	Value (Excl VAT)	VAT	Value (VAT Incl)	Reason Code	Comments /Line description
1	66969	JOE NOAJI TRADING (SIYAZAMA CL)	R 20 000.00	R 0.00	R 20 000.00	11	SKOONMAAK VAN DORP. 40 WERKSDAE
2	66973	BENLIEKOR COMMUNICATIONS	R 16 769.66	R 2 347.75	R 19 117.41	10	SUPPLY AND INSTALL TAG-READER
3	66993	ARCH ACTUARIAL CONSULTING CC	R 12 000.00	R 1 680.00	R 13 680.00	11	GRAP 25 COMPLIANT ACTUARIAL VALUATIONS FOR THE HEALTH CARE BENEFIT AND LONG SERVICE AWARDS
4	66994	BOTRIVIER BOEREMARK	R 1 760.00	R 246.40	R 2 006.40	11	SUPPLY AND DELIVER OF ROADSIGN TO MARK FIRE HYDRANT
5	67013	GILBERTS CATERING (K2011/12488)	R 23 700.00	R 0.00	R 23 700.00	11	DRIE-GANG AANSIT ETE - HUIDIGE RAAD AFSCHEIDFUNKSIE, +- 100 GASTE, 27 JULIE @ 18:30, BANNETSAAL
6	67043	MBO DRIVING SCHOOL CC	R 4 400.00	R 0.00	R 4 400.00	11	10 DRIVING LESSONS PER PERSON AND HIRING OF CAR ON TEST DAY (R SALIES & T MINNAAR)
7	67077	THE BOOK COTTAGE CC	R 4 870.18	R 681.82	R 5 552.00	10	2 x Cape Times: 5x p/week. 2 x Die Burger: 5x p/week. 2 x Cape Argus: 4 days/week
8	67078	JENNI CORY GRAPHIC DESIGN CO	R 15 920.00	R 0.00	R 15 920.00	10	Graphic Design: AUG2016 - FEB2017 on regular basis and as stipulated.
9	67080	JADEZWENI MW	R 20 000.00	R 0.00	R 20 000.00	11	Xho/Eng TRANSLATION/EDITING Aug2016 - Feb2017
10	67098	PENNYINGHERS HERMANUS	R 5 683.98	R 795.76	R 6 479.74	11	WALLBAND HWI 2.1M
11	67112	BENLIEKOR COMMUNICATIONS	R 1 991.41	R 278.79	R 2 270.20	10	REPLACE ENTRANCE GATE BEAM, REWIRE TAG READER
12	67116	OVERSTRAND BUILD IT (PTY) LTD	R 5 421.06	R 758.94	R 6 180.00	11	15 GAS-FILLS OF 19KG CILINDERS
13	67171	OVERBERG AGRI BEDRYWE (PTY) LT	R 3 563.65	R 498.87	R 4 062.52	11	CHAINSAW SAFETY PANTS L VENTEX
14	67423	IETVAC SOUTH AFRICA (PTY) LTD	R 8 341.00	R 1 167.74	R 9 508.74	11	REQUIRE A TOTAL PRICE TO CAMERA 362M IN TOTAL, INCLUDING TRAVELLING
15	67457	BOLAND BADGE AND ENGRAVING	R 1 834.00	R 214.76	R 2 048.76	10	TROPHIES: MANDELA CUP TOURNAMNET
16	67480	OFFICE TECH	R 3 545.17	R 496.32	R 4 041.49	11	HP INK JET BLACK CARTRIDGE NO 650
17	67530	TRAFFIC MANAGEMENT TECHNOLOGY	R 2 080.00	R 291.20	R 2 371.20	10	FIX FLASHING ROBOT AT LEWIS CORNER
18	67604	MITCHELL J	R 2 290.00	R 0.00	R 2 290.00	11	SOUND SYSTEM: MANDELA CUP
19	67608	JORDAAN BJ	R 5 000.00	R 0.00	R 5 000.00	10	CAMERA SERVICES
20	67645	EMR - EMERGENCY MEDICAL RESCUE	R 4 000.00	R 560.00	R 4 560.00	10	STANDBY MEDICAL SERVICES: MANDELA CUP
21	67655	DI MAGIC	R 4 000.00	R 0.00	R 4 000.00	10	HIRE OF 26 CONFERENCE MIC'S TO USE FOR COUNCIL MEETING
TOTAL			R 167 170.11	R 10 018.35	R 177 188.46		