

SUPPLY CHAIN MANAGEMENT: QUARTERLY REPORT FOR THE PERIOD ENDING 31 MARCH 2021

D Kapot-Witbooi: Head: Supply Chain Management

PURPOSE

To report on Supply Chain Management issues and activities in order to comply with the Supply Chain Management Policy of the Council and the Municipal Finance Management Act.

ATTACHMENT

- SCM quarterly report period ending 31 March 2021.

RECOMMENDATION

- 1) That the quarterly report for the period ending 31 March 2021 submitted by the Supply Chain Management unit, be noted.

D Kapot-Witbooi
11/05/2021

[Signature]
11/05/2021

OVERBERG DISTRICT MUNICIPALITY



SUPPLY CHAIN MANAGEMENT QUARTERLY REPORT MARCH 2021

PART 1

SUPPLY CHAIN MANAGEMENT REPORT FOR THE QUARTER ENDING MARCH 2021

A. PURPOSE OF REPORT

The accounting officer must, within 10 days of the end of each quarter, submit a report on the implementation of the supply chain management policy to the mayor. The purpose of this report is to report to the Mayor in terms of section 6(3) of the Supply Chain Management Policy on the implementation of the Supply Chain Management Policy for the quarter ending March 2021.

B. COMPLIANCE/PROGRESS

The SCM unit was established during May 2008 and a Head of SCM was appointed on 1 October 2008. Bid committees have been established and are functioning well. New members have been appointed. Monthly reports have been submitted in respect of procurement of goods and services in terms of each required regulation of the Supply Chain Management Policy of the Council. (**Reports are available on request.**) Bid committee meetings have been minuted and submitted on a monthly basis. Hereunder, please find the schedule containing the final awards made by the adjudication committee for the quarter.

I. T01-2020/21: ERADICATION OF INVASION ALIEN VEGETATION CALEDON / BREDASDORP / SWELLENDAM

Awarded To:	SACLEC (Caledon Area)
Amount:	R 198 911.87
	VUKA CONSTRUCTION (Bredasdorp Area)
Amount:	R 255 945.50
Reason for Award:	Compliant Bidders
Date Awarded (BAC):	19 November 2020
Final Letter Date:	11 January 2021

II. T03-2020/21: SUPPLY OF ROAD SIGNS WITH ROAD SIGN BOLTS AND NUTS, BOLTS, NUTS AND WASHERS FOR ROAD SIGNS, BOLTS AND NUTS FOR GRADER AND GUARDRAIL SHEETS AND POLES

Awarded To: CENTRAL ROAD PRODUCTS (PTY) LTD
SETLATLAPI BUSINESS ENTREPRISES (PTY) LTD
WESTERN CAPE SIGNS
SOUTHERN AMBITION
THROUGH IT ALL SIGNS & MARKINGS (PTY) LTD

Amount: Various

Reason for Award: Compliant Bidders

Date Awarded (BAC): 19 November 2020

Final Letter Date: 11 January 2021

III. T05-2020/21: WATER TREATMENT: CHEMICALS – EOXIDE LQ 85%

Awarded To: RTC CONTROL SYSTEM (PTY) LTD

Amount: Various

Reason for Award: Compliant Bidder

Date Awarded (BAC): 19 November 2020

Final Letter Date: 11 January 2021

IV. T06-2020/21: PUMPS - RESORTS

Awarded To: ZANA MANZI SERVICES (PTY) LTD

Amount: Various

Reason for Award: Compliant Bidder

BBBEE Level: 1

Date Awarded (BAC): 19 November 2020

Final Letter Date: 11 January 2021

V. T08-2020/21: APPOINTMENT OF LEGAL PANEL

Awarded To:	A. Adriaans Inc t/a Adriaans Attorneys AA Solwandle Attorneys Inc Bradley Conradie Halton Cheadle Brasika Consulting (Pty) Ltd Enderstein Van Der Merwe Inc Fairbridges Arderne & Lawton t/a Fairbridge Wertheim Becker John Macrobert Attorneys Kruger & Blignaut Attorneys Le Minnie Attorneys Levendal Attorneys Lizel Venter Attorneys Maserumule Attorneys N. Maharaj Attorneys Rossouw & Du Plessis Schoeman Law Inc Siyathemba Sokutu Attorneys Ukuqedwa Consultants (Pty) Ltd Van Der Spuy & Partners Webber Wentzel Yvette Cloete T/A Yvette Cloete And Assoc
Amount:	Various
Reason for Award:	Compliant Bidders
Date Awarded (BAC):	19 November 2020
Final Letter Date:	11 January 2021

VI. T09-2020/21: APPOINTMENT OF A TRAVEL AGENCY

Awarded To:	TOURVEST TRAVEL SERVICES	
Amount:	Period ending 30 June 2021	R30 627.50
	01/07/2021 - 30/06/2022	R67 245.75
	01/07/2022 - 30/06/2023	R70 271.81
	<u>TOTAL BID PRICE</u>	R168 145.06

Reason for Award: Compliant Bidder / Scored the highest preferential points

BBBEE Status: Level 1

Date Awarded (BAC): 19 November 2020

Final Letter Date: 11 January 2021

VII. T10-2020/21: APPOINTMENT OF PANEL OF ACCREDITED SERVICE PROVIDERS FOR THE SUPPLY AND DELIVERY OF SPARE PARTS AND SERVICE OR REPLACEMENT OF COMPONENTS OF MOTOR VEHICLES, EARTHMOVING AND ROAD CONSTRUCTION EQUIPMENT FOR THE PERIOD ENDING 30 JUNE 2023

Successful

Awarded To: Worldwide Spares (Pty) Ltd
S & U Truck Parts
Hydrafix
ELB Equipment Holdings (Pty) Ltd
High Power Equipment Africa (Pty) Ltd
Gansbaai Engine Rebuilders
Bakkie Engine Centre
Kani Motor Repairs
LA Cranes & Hydraulics
Nupower Automative Engineering

Amount: Various

Reason for Award: Compliant Bidders

Date Awarded (BAC): 19 November 2020

Final Letter Date: 11 January 2021

VIII. T11-2020/21: ADHOC AERIAL FIREFIGHTING SERVICES – OVERBERG DISTRICT MUNICIPALITY

Awarded To: HENLEY AIR (PTY) LTD
NCC ENVIRONMENT SERVICES (PTY) LTD
WORKING ON FIRE (PTY) LTD

Amount: Various

Reason for Award: Compliant Bidders

Date Awarded (BAC): 19 November 2020

Final Letter Date: 11 January 2021

IX. T12-2020/21: PROVISION OF GROUND CREWS

Awarded To: NCC ENVIRONMENT SERVICES (PTY) LTD
ENVIRO WILDFIRE (PTY) LTD

Amount: Various

Reason for Award: Compliant Bidders

Date Awarded (BAC): 19 November 2020

Final Letter Date: 11 January 2021

X. T13-2020/21: PROVISION OF A STRIKE TEAM / TASKFORCE

Awarded To: NCC ENVIRONMENT SERVICES (PTY) LTD

Amount: Various

Reason for Award: Compliant Bidder

Date Awarded (BAC): 19 November 2020

Final Letter Date: 11 January 2021

XI. T14-2020/21: DISATER AND INCIDENT INFORMATION MANAGEMENT SYSTEM

Awarded To: SPINNING YOUR WEB (PTY) LTD

Amount: Various

Reason for Award: Compliant Bidder / Scored the highest preferential points

BBBEE Level: 4

Date Awarded (BAC): 19 November 2020

Final Letter Date: 11 January 2021

XII. T04-2020/21: LEASE OF SHOP, GIFT / COFFEE SHOP AND FLAT AT UILENKRAALSMOND RESORT

Awarded To: INAAMUL – HASSEN SALIE

Income Receivable: YEAR 1 R180 000.00
YEAR 2 R198 000.00
YEAR 3 R217 800.00

Reason for Award: Compliant Bidder

BBBEE Status: Level 1

Date Awarded (BAC): 01 December 2020

Final Letter Date: 12 February 2021

XIII. T15-2020/21: GUARDING AND SECURITY SERVICES AT THE OVERBERG DISTRICT MUNICIPALITY'S BREDASDORP, CALEDON AND SWELLENDAM PREMISES FOR THE PERIOD ENDING 30 JUNE 2023

Awarded To: CRAWFORD AND PHEIFFERS UYATHEMBEKA
SERVICES AND SUPPLIES (PTY) LTD t/a
UYATHEMBEKA SECURITY SERVICES

Amount: Various

Reason for Award: Compliant / Scored the highest preferential points

BBBEE Level: 1

Date Awarded: 08 March 2021

XIV. T16-2020/21: RENTAL OF PRINTERS

Awarded To: HYBRICODE (PTY) LTD t/a NASHUA

Amount: R4 023 240.00 (excl. Vat)

Reason for Award: Compliant

Date Awarded: 08 March 2021

XV. T17-2020/21: INSPECTION & TESTING OF LIFTING EQUIPMENT AND COMPRESSORS AT THE ROADS DEPARTMENT FOR THREE (3) YEAR PERIOD UNTIL JUNE 2023

Awarded To: L.A. CRANES & HYDRAULICS

Amount: Various

Reason for Award: Compliant

BBBEE Level: 1

Date Awarded: 08 March 2021

XVI. T18-2020/21: APPOINTMENT OF PANEL OF ACCREDITED SERVICE PROVIDERS FOR THE SUPPLY AND DELIVERY OF SPARE PARTS, SERVICE AND REPAIRS OF MOTOR VEHICLES, EARTHMOVING AND ROAD CONSTRUCTION EQUIPMENT FOR THE PERIOD ENDING 30 JUNE 2023

Successful

Awarded To: MC Agri (Pty) Ltd
Barloword Equipment
Synerlytic Services (Pty) Ltd / Wearcheck
Rodney Jacobs Holdings
HD Transmissions (Pty) Ltd

Amount: Various

Reason for Award: Compliant Bidders

Date Awarded: 08 March 2021

XVII. Q10-2020/21: SUPPLY AND DELIVERY OF PIPES AND RECTANGULAR BOX CULVERTS FOR MR 276 UPGRADING PROJECT

Awarded To: ITHUBA INDUSTRIES
Amount: R 56 062.50
Reason for Award: Compliant / Scored the highest preferential points
BBBEE Level: 1
Date Awarded: 01 March 2021

XVIII. Q11-2020/21: RECRUITMENT AND SELECTION PROCESS OF TWO MANAGEMENT POSTS

Awarded To: RIËL HUGO & ASSOCIATES
Amount: R 60 005.00
Reason for Award: Compliant / Scored the highest preferential points
BBBEE Level: 4
Date Awarded: 25 March 2021

Performance ratings on service providers have been done and no complaints of bad performances by service providers have been received by the SCM unit. No disputes, appeals, objections or complaints have been received from service providers in this quarter.

A deviations register has been implemented and deviations are reported on a monthly basis. Attached is a copy of the schedule containing all the deviations for this quarter.

SUPPLY CHAIN MANAGEMENT DEVIATIONS ITO THE SCM REGULATIONS & SCM POLICY FOR THE PERIOD JANUARY 2021 – MARCH 2021

Deviation No	Name of Directorate / Department	Project Title	Name of Supplier	Amount (R)	Incl / Excl	Finding for Deviation	Responsible Official	Reasons for Deviation	Order No
01/01	Municipal Health	Pauper Burial	ELAL Hermanus	R5 000.00	Incl.	Emergency	R Du Toit / P Oliver	The incident happened on 28 December 2020. The situation was an emergency because the corps was at a dwelling in a township in Hermanus and the presence of a body in hot conditions can predispose several health risks in a very short period of time. In all cases when a person dies, the family or police calls a funeral undertaker to collect the body and the documentation is been dealt with afterwards. In this case nobody wanted to attend to the matter because nobody wanted to be responsible for the deceased person to be disposed. A pauper burial was needed as a case of emergency. Mr William Simon died in Hawstonview Hermanus and the unattended body was predisposing a health hazard and the department of MHS had to react immediately to protect the community from possible Covid-19 infection and other health risks that could be imposed on people. The undertaker from ELAL Hermanus was the only service provider at that stage willing to assist in this matter.	TBC

➤ No Deviations for the month of February 2021

D01/03	Emergency Services	Repairs to Samil Fire Truck	MC Agri	R 86 618.73	Excl.	Emergency	R Geldenhuys	On 25/01/2021 the Samil Fire Truck (CS 3027) suffered a mechanical malfunction. This is the primary response truck in Swellendam and had to be brought back online as soon as possible as it is a difficult fire season with big fires in Barrydale and a life already lost. Simultaneous to this unit breaking, three other units were also offline and already standing in line at the maintenance and repairs tenderers for repairs. Sending the Samil there would have been unacceptable and a risky delay as well as following a formal RFQ process would also have taken too long. Therefore, three quotes were obtained as soon as possible, and the deviation request filed.	156 992
D02/03	Emergency Services	Housing of Repeaters	TWK Communications	R 8 190.00	Excl.	Exceptional Case	R Geldenhuys	The ODM went out on tender for a wide area radio network consisting of three repeaters interlinked using microwave data. One of these sites is on Groenlandberg near Grabouw, a solar powered site. In the tender provision was made for solar systems, however it could not have been foreseen that Cape Nature will not allow further expansion on the mountain and that the ODM must make use or be accommodated in the existing structures already in use by the District. Upon preparing for installation in that structure it was found that space is a problem and that there will not be enough additional power to power the data links. The alternative is to make use of an existing supplier already on the ODM's system and on site to data-connect the repeaters. Using an independent data linkup will also be the direction taken going forward. This deviation is to house the repeater in Groenlandberg, provide power and connect the repeaters for a three-month period until such time as a tender can be advertised for this service on a longer period.	157 102

C. CHALLENGES AND CONSTRAINTS

The database of accredited service providers has been updated and captured on the SAMRAS system and the SCM unit is busy on a daily basis to register new service providers on the ODM database; assist suppliers to register on the CSD and obtain new tax clearance certificates and municipal accounts.

A checklist has been implemented before placing of orders as a control mechanism in order to comply with the SCM policy and regulations. The SCM policy and range of SCM processes with delegations has been forwarded to all relevant officials dealing with procurement of goods and services for the current financial year. All officials who have delegated powers received all relevant documents and signed a declaration form.

Reports of all awards made above R100 000 have been submitted to Provincial Treasury on a monthly basis in terms of the supply chain management circular no 19 of 2008.

The supply chain management unit consists of the following officials working at the road's depot:

- | | |
|--------------------------|---------------------------|
| - Ms. D Kapot-Witbooi | Head SCM |
| - Mr. C Abrahams | Storekeeper Bredasdorp |
| - Ms. B Brighton | Clerk Procurement |
| - Ms. C Reid | Senior Clerk |
| - Mr. J Harmse | Clerk Database Management |
| - Mr. Vuyolwethu Nkanunu | Storekeeper Caledon |

Ms. C Reid is currently acting in the Senior Administrator position. One finance intern; Miss Lukho Magadla is employed in the SCM unit as well.

Ms. D Kapot-Witbooi complies with the competency requirements as prescribed by legislation. Ms. C Reid has completed fifteen (15) unit standards of the MMC training. Staff members need to be trained internally on supply chain management.

D. WAY FORWARD

The following needs attention in the following quarter: -

- Provide training to EPWP workers (ongoing).
- Performance ratings of service providers for this quarter.

E. FINANCIAL IMPLICATIONS

Secure budget for vacancy.

F. STAFF IMPLICATIONS

Filling of vacancy

PART 2

SUPPLY CHAIN MANAGEMENT REPORT ON INFRASTRUCTURE PROCUREMENT AND DELIVERY MANAGEMENT FOR THE QUARTER ENDING MARCH 2021

A. PURPOSE OF REPORT

The accounting officer must, within 10 days of the end of each quarter, submit a report on the implementation of the infrastructure procurement and delivery management policy to the mayor. The purpose of this report is to report to the Mayor in terms of section 6.1.3(d) of the Infrastructure Procurement and Delivery Management policy on the implementation of the infrastructure procurement and delivery management Policy for the quarter ending March 2021.

B. COMPLIANCE/PROGRESS

Monthly reports have been submitted in respect of procurement of goods and services in terms of each required regulation of the Supply Chain Management Policy of the Council. (**Reports are available on request.**) The Infrastructure Procurement and Delivery Management policy was approved by Council on 15 May 2017 with effect from 01 July 2017.

No disputes, appeals, objections or complaints have been received from service providers in this quarter.

No incidents of serious and material problems in the implementation of the Infrastructure Procurement and Delivery Management Policy occurred during this quarter.


No incidents of any deviations to the provisions of the Infrastructure Procurement and Delivery Management Policy occurred during this quarter.

RECOMMENDATION

That the report be submitted to the Mayor in terms of section 6(3) of the Supply Chain Management Policy on the implementation of the Supply Chain Management Policy and in terms of section 6.1.3(d) of the Infrastructure Procurement and Delivery Management policy on the implementation of the infrastructure procurement and delivery management Policy for the quarter ending March 2021 be approved.

**MANAGER: SUPPLY CHAIN MANAGEMENT
MRS D KAPOT-WITBOOI**

DATE

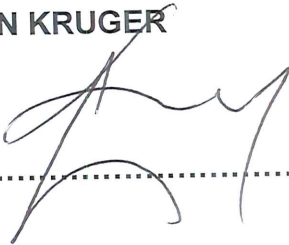

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07.04.2021
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RECOMMENDED BY CHIEF FINANCIAL OFFICER (ACTING)

MR N KRUGER

DATE


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28/4/21
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APPROVED BY MUNICIPAL MANAGER

MR D BERETTI

DATE

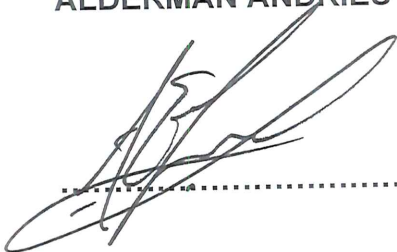

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DB
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SUBMITTED TO EXECUTIVE MAYOR

ALDERMAN ANDRIES FRANKEN

DATE


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11/05/2021
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