

# **OVERBERG DISTRICT MUNICIPALITY**



## **SUPPLY CHAIN MANAGEMENT QUARTERLY REPORT JUNE 2021**

## PART 1

### SUPPLY CHAIN MANAGEMENT REPORT FOR THE QUARTER ENDING JUNE 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 June 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. T19-2020/21: Management and the implementation of the Rural Road Asset Management System (RRAMS) within the Overberg Municipal area for a period of 3 years

<b>Awarded to:</b>	Smec South Africa (Pty) Ltd
<b>Amount:</b>	R 5 376 393.75
<b>Reason for award:</b>	Compliant
<b>B-BBEE level:</b>	1
<b>Date of award:</b>	07 May 2021

##### II. T20-2020/21: Supply and delivery of computer equipment

###### Item A: Desktops

<b>Awarded to:</b>	Innova Networks
<b>Amount:</b>	R 11 370.60 per desktop
<b>Reason for award:</b>	Compliant / Scored the highest preferential points
<b>B-BBEE level:</b>	1
<b>Date of award:</b>	25 May 2021

**Item B: Laptops**

<b>Awarded to:</b>	Bidvest Waltons
<b>Amount:</b>	R 11 228.60 per laptop
<b>Reason for award:</b>	Compliant / Scored the highest preferential points
<b>B-BBEE level:</b>	1
<b>Date of award:</b>	25 May 2021

**III.T23-2020/21: Website hosting and support**

<b>Awarded to:</b>	Max Internet Technologies cc t/a Maxitec
<b>Amount:</b>	Various
<b>Reason for award:</b>	Compliant / Scored the highest preferential points
<b>B-BBEE level:</b>	4
<b>Date of award:</b>	25 May 2021

**IV.T24-2020/21: Supply and delivery of secondhand shipping containers**

<b>Awarded to:</b>	Nolada 8 (Pty) Ltd
<b>Amount:</b>	R 169 620.40
<b>Reason for award:</b>	Compliant / Scored the highest preferential points
<b>B-BBEE level:</b>	1
<b>Date of award:</b>	25 May 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 successful disputes, appeals, objections or complaints have been received from service providers in this quarter.

A deviations register has been implemented and deviations are reported as part of the monthly SCM report and submitted to Council at the next Council meeting. 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 APRIL 2021 – JUNE 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
➤ No deviations approved during this quarter									

### 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:

- Ms. D Kapot-Witbooi            Manger: SCM
- Mr. C Abrahams                Stores Assistant Bredasdorp
- Mr. Vuyolwethu Nkanunu    Stores Assistant Caledon
- Ms. B Brighton                Clerk Procurement
- Ms. C Reid                        Senior Clerk
- Mr. J Harmse                    Clerk Database Management

Ms. C Reid is currently acting in the Senior Administrator position. Two finance interns; Miss Lukho Magadla and Mr Siviwe Maku 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: -

- Performance ratings of service providers for the period January 2021 – June 2021.

#### **E. FINANCIAL IMPLICATIONS**

Secure budget for vacancies.

#### **F. STAFF IMPLICATIONS**

Filling of vacancy



## PART 2

### SUPPLY CHAIN MANAGEMENT REPORT ON INFRASTRUCTURE PROCUREMENT AND DELIVERY MANAGEMENT FOR THE QUARTER ENDING JUNE 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 June 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**



08.07.2021

**RECOMMENDED BY CHIEF FINANCIAL OFFICER**

**MR N KRUGER**

**DATE**

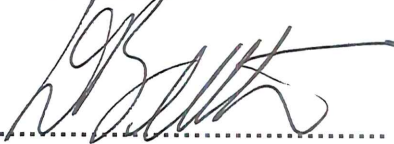


8 July 2021

**APPROVED BY MUNICIPAL MANAGER**

**MR D BERETTI**

**DATE**

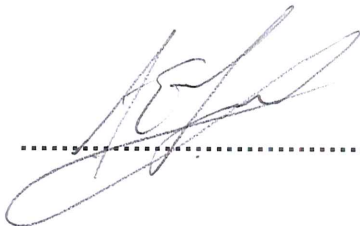


12.7.2021

**SUBMITTED TO EXECUTIVE MAYOR**

**ALDERMAN ANDRIES FRANKEN**

**DATE**



26/07/2021