

OVERBERG DISTRICT MUNICIPALITY



SUPPLY CHAIN MANAGEMENT QUARTERLY REPORT DECEMBER 2021

PART 1

SUPPLY CHAIN MANAGEMENT REPORT FOR THE QUARTER ENDING DECEMBER 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 December 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. Q06-2021/22: RECRUITMENT AND SELECTION PROCESS OF TWO MANAGEMENT POSTS

Awarded To: Riel Hugo & Associates
Amount: R 65 680.00
Reason for Award: Compliant Bidder / Scored the Highest Preferential points
BBBEE: Level 4
Date Awarded: 21 September 2021

II. Q04-2021/22: SUPPLY, DELIVERY, AND INSTALLATION OF TWO (2) WALKWAYS AT DIE DAM HOLIDAY RESORT

Awarded To: Potts Devco (Pty) Ltd
Amount: R 198 950.00
Reason for Award: Compliant Bidder
BBBEE: Level 1
Date Awarded: 05 October 2021

III. Q07-2021/22: SUPPLY AND DELIVERY OF FREE-STANDING STEEL LOCKERS

Awarded To: Grants Contracting (Pty) Ltd
Amount: R 85 120.00
Reason for Award: Compliant Bidder / Scored the Highest Preferential points
BBBEE: Level 1
Date Awarded: 22 October 2021

IV. T04-2021/22: ADHOC AERIAL FIREFIGHTING SERVICES OVERBERG DISTRICT MUNICIPALITY

Awarded To: Savannah Helicopters (Pty) Ltd
Amount: Hour Helicopter R26 500.00
Rate p/km Support Vehicle R11.50 **AND**
Henley Air (Pty) Ltd
Hour Helicopter R37 500.00
Rate p/km Support Vehicle R25.50 **AND**
Working on Fire (Pty) Ltd
Hour Fixed Wing Spotter R5 492.40
Hour Fixed Wing Bomber R36 579.20
Hour Helicopter R43 414.80
Rate p/km Support Vehicle R33.35

Reason for Award: It was resolved to appoint all three bidders listed above instead of one (in case of one bidder not being available).

BBBEE Level: Level 0, Level 0 and Level 1 Respectively

Date Awarded: 11 November 2021

V. T06-2021/22: SUPPLY AND DELIVERY OF HIGH VISIBLE CLOTHING "BUNNY JACKETS"

Awarded To: Startune (Pty) Ltd
Amount: Once Off Bulk Purchase R181 130.00
Adhoc Singular Garment R905.65
Reason for Award: Compliant Bidder / Scored the Highest Preferential points
BBBEE: Level 1
Date Awarded: 11 November 2021

VI. Q08-2021/22: SUPPLY AND DELIVERY OF TILES AND MATERIALS AT UILENKRAALSMOND RESORT

Awarded To: BFECT (Pty) Ltd
Amount: R 140 001.00
Reason for Award: Compliant Bidder / Scored the Highest Preferential points
BBBEE: Level 1
Date Awarded: 26 October 2021

VII. Q09-2021/22: SUPPLY AND DELIVERY OF THREE DRONES

X1 DJI MAVIC 2 PRO ZOOM OR EQUIVALENT

Awarded To: Innovo Networks
Amount: R 39 000.00
Reason for Award: Compliant Bidder / Scored the Highest Preferential points
BBBEE: Level 1

X2 DJI AIR 2S OR EQUIVALENT

Awarded To: Blueline Industries
Amount: R41 340.00
Reason for Award: Compliant Bidder / Scored the Highest Preferential points
BBBEE: Level 2

Date Awarded: 26 October 2021

VIII. T09-2021/22: SUPPLY, SERVICE AND REPAIRS TO BOILERS, BURNERS, HOT & COLD-WATER TANKS, HEAT EXCHANGERS, CIRCULATION PUMPS AND ALL OTHER PARTS PERTAINING TO THE HOT WATER SYSTEM AT OVERBERG DISTRICT MUNICIPALITY'S RESORTS

Awarded To: PRO HEAT AND ENERGY ELECTRICAL CC
Amount: Various
Reason for Award: Compliant Bidder
BBBEE Level: Level 4
Date Awarded: 03 December 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.

Disputes, objections or complaints

1. T21-2020/21: Control and eradication of alien and invasive vegetation

- a) Fiona Lourens
- b) Vuka Construction

The matter has not yet been finalised.

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 OCTOBER 2021 – DECEMBER 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
01/10	Environmental Management	Appointment of Consulting Engineer	JPCE	R 507 562.00		Exceptional Case	F Kotze	<p><u>Historical Involvement</u> JPCE became involved with the ODM as specialist consulting engineer with the development of Cell 2 at Karwyderskraal Regional Landfill facility in 2003 Karwyderskraal is an engineered landfill based on best practice, national legislation as well as the latest requirements for landfills and therefore required and sourced the services of JPCE to advice, design and supervise construction in order to ensure that the facility could provide a service of high standards and remain an efficient, engineered landfill. JPCE was again involved with the development of Cell 3 at Karwyderskraal.</p>	TBC
01/11	Human Resources	Psychology Counseling Services	Tranquillity Centre – Cornell Pretorius	R 3 402.00	Incl.	Emergency Services	S Mdewu	<p>The ODM is currently busy the tender process of appointing a service provider to render EAP assistance. The tender process may take a while to be finalised, therefore it cannot be delayed longer as the employees of the Roads department need urgent counselling assistance.</p>	TBC
01/12	Human Resources	Psychology Counseling Services	Tranquillity Centre – Cornell Pretorius	R 3 360.00	Incl.	Emergency	S Mdewu	<p>The ODM is currently busy the tender process of appointing a service provider to render EAP assistance. The tender process may take a while to be finalised, therefore it cannot be delayed longer as the employees of the Roads department need urgent counselling assistance.</p>	TBC
02/12	Roads	Servicing of Vehicles: PA 65018 and PA 35139	Komatsu	R 33 766.94	Incl.	Sole Supplier	M Van Eeden	<p>All machines procured by the Department of Transport: Roads Departmental Operations: Mechanical Service are procured with a minimum 12-month warranty period. A mandatory requirement of the agreement necessitates the Department to complete all services within the said period at the relevant agent, to not fulfil this obligation would render the warranty period null and void. All manufactured by Komatsu fits these criteria and it is thus a requirement that all these machines be services with the relevant entity (Komatsu).</p>	TBC

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 Manager SCM
- Mr. C Abrahams Stores Assistant (Bredasdorp)
- Ms. B Brighton Clerk Procurement
- Ms. C Reid Senior Administrator
- Mr. J Harmse Clerk Database Management
- Mr. Vuyolwethu Nkanunu Stores Assistant (Caledon)

One finance intern; Miss Zizipho Mahangu 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. Mr Jacques Harmse and Miss Zizipho Mahangu are currently doing their MMC competency training. Staff members need to be trained internally on supply chain management as and when the need arise.

D. WAY FORWARD

The following needs attention in the following quarter: -

- Bi-annual performance ratings of service providers for the period July – December 2021.

E. FINANCIAL IMPLICATIONS

Secure budget for vacancy – SCM Senior Clerk.

F. STAFF IMPLICATIONS

Filling of vacancy – SCM Senior Clerk

PART 2

SUPPLY CHAIN MANAGEMENT REPORT ON INFRASTRUCTURE PROCUREMENT AND DELIVERY MANAGEMENT FOR THE QUARTER ENDING DECEMBER 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 December 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, 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 December 2021 be approved.

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

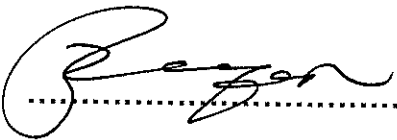
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**RECOMMENDED BY CHIEF FINANCIAL OFFICER (ACTING)
MS Z VAN ROOYEN**

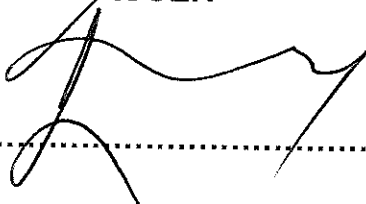
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**APPROVED BY MUNICIPAL MANAGER (ACTING)
MR NL KRUGER**

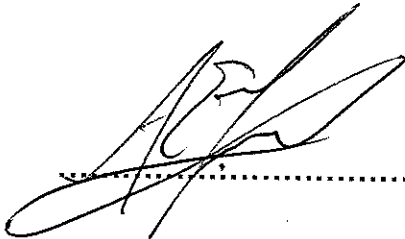
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**SUBMITTED TO EXECUTIVE MAYOR
ALDERMAN ANDRIES FRANKEN**

DATE


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10/01/2022
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