



OVERBERG DISTRICT MUNICIPALITY



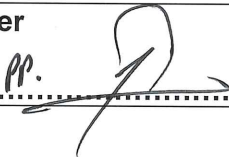
TO : MUNICIPAL MANAGER
FROM : MANAGER: SUPPLY CHAIN MANAGEMENT
DATE : 10 JANUARY 2026

SUPPLY CHAIN MANAGEMENT QUARTERLY REPORT FOR THE PERIOD ENDING DECEMBER 2025

PURPOSE OF REPORT For Council to take note of the deviations approved for the quarter October – December 2025 and the reasons thereof.

Attached please find:

1. SCHEDULE A Deviations: October – December 2025
2. SCHEDULE B Final awards made by the adjudication committee for the quarter.
3. SCHEDULE C SCM Regulation 49 & 50: disputes, objections, complaints and queries / General

Prepared by	Manager: SCM & Assets Mrs D Kapot-Witbooi..... 
Date	10.01.2026
Reviewed by	Chief Financial Officer Mr S Stanley..... 
Date	
Approved by	Municipal Manager Mr R Bosman 
Date	

SCHEDULE A

1. Report on Regulation 36(2): Deviations

Hereunder, please find the schedule of awards where deviations occur with the reasons for the deviations.

No.	Deviation Date	Reason For Deviation	Amount	Supplier	Responsible Official	Motivation	Council Resolution
DO6/2025	23 Dec 2025	Emergency	R70 104,00	Sibakhulu Trading	Ms C. Domingo	<p>The Municipality currently utilises a contracted service provider to render guarding and security services at the Caledon Depot. The existing contract is approaching its expiry, and a competitive bidding process has been initiated to appoint a service provider in accordance with the Municipal Supply Chain Management (SCM) Regulations. Due to the time required to complete the bid evaluation and adjudication process, the appointment of a new service provider will not be finalised before the expiry of the current contract. The guarding services at the Caledon Depot are essential to safeguard municipal assets, infrastructure, and personnel, and any interruption to these services may expose the Municipality to security risks, potential losses, and operational disruptions. In order to ensure continuity of guarding services while the bid process is finalised in compliance with SCM prescripts, it is proposed that the current service provider be allowed to continue rendering services for a limited period of one (1) month, from 01 January 2026 to 31 January 2026, through an approved deviation in terms of the SCM Regulations.</p>	Will be reported to the next Council meeting.

Consolidated Deviation List

No.	Deviation Approval Date	Council Resolution	Reason	Comment
D01/01	14 July 2025	A1 - 25 August 2025	Exceptional case	
D02/07	28 July 2025	A1 - 25 August 2025	Exceptional case	
D03/2025	16 September 2025	A15 - 27 October 2025	Sole Supplier	
D04/2025	09 September 2025	A15 - 27 October 2025	Exceptional case	
D05/2025	NA	NA	NA	Not approved
D06/2025	23 December 2025		Emergency	

COMPLIANCE/PROGRESS

SCHEDULE B

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.)** Minutes of the bid committee meetings have been submitted monthly. Hereunder, please find the schedule containing the final awards made by the adjudication committee for the quarter.

Performance ratings on service providers have been done and no complaints of bad performances by service providers have been received by the SCM unit.

I. T01-2025: Provision of Premises to Lease for Grabouw Fire Station for A Period Ending 30 June 2028

Awarded To:	Two-a-Day Group (Pty) Ltd
Amount:	Year 1 – R30 152.36 p.m. Year 2 – R32 564.55 p.m. Year 3 – R35 169.71 p.m.
Reason for Award:	Scored the Highest Preferential Points / Compliant
BBBEE:	Level 0
Date Awarded:	28 October 2025

II. T41-2024: Provision of Premises to Lease for Caledon Fire Station for A Period Ending 30 June 2032

Awarded To:	SPFT Beleggings (Pty) Ltd
Amount:	Year 1 –R62 713.30 p.m. Year 2 – R68 043.9 p.m. Year 3 – R73 827.65 p.m. Year 4 – Year 3 + CPI Increase Year 5 – Year 4 +CPI increase
Reason for Award:	Scored the Highest Preferential Points / Compliant
BBBEE:	Level 4
Date Awarded:	28 October 2025

III. T16-2025: Provision of Laboratory and Sample Analysis Services for The Period Ending 30 June 2028

Awarded To:	Swift Silliker (Pty) Ltd t/a Mérieux Nutrisciences
Amount:	Various Amounts
Reason for Award:	Scored the Highest Preferential Points / Compliant
BBBEE:	Level 7
Date Awarded:	28 October 2025

IV. T03-2025: Supply of Road Signs, Reinforced with Road Sign Bolts and Nuts for The Period Ending 30 June 2028

Awarded To: Southern Ambition 1281 cc t/a Nu Way Enterprises cc
Amount: Various Amounts
Reason for Award: Scored the Highest Preferential Points / Compliant
BBBEE: Level 1
Date Awarded: 22 December 2025

V. T36-2025: Guarding and Security Services at The Overberg District Municipality's Caledon Premises for The Period Ending 30 June 2027

Awarded To: Sharp Eye Security and Construction Services (Pty)Ltd
Amount: R 1 403 244.72
Reason for Award: Scored the Highest Preferential Points / Compliant
BBBEE: Level 1
Date Awarded: 22 December 2025

VI. T57-2025: Supply, Service and Repairs to Boilers, Burners, Hot & Cold-Water Tanks, Heat Exchangers, Circulation Pumps and All Other Parts Pertaining to Hot Water Systems at Die Dam & Uilenkraalsmond Holiday Resorts for The Period Ending 30 June 2028

Awarded To: Pro Heat & Energy Electrical cc
Amount: Various Amounts
Reason for Award: Scored the Second Highest Preferential Points / Compliant
BBBEE: Level 4
Date Awarded: 22 December 2025

VII. Q12-2025: Security and Guarding Services at The Overberg District Municipality's Depot in Caledon for The Period 01 to 31 October 2025

Awarded To: Sibakhulu Trading
Amount: R 30 360.00
Reason for Award: Scored the Highest Preferential Points / Compliant
BBBEE: Level 1
Date Awarded: 01 October 2025

VIII. Q15-2025: Security and Guarding Services at The Overberg District Municipality's Depot in Caledon for The Period 01 November to 31 December 2025

Awarded To: Sibakhulu Trading
Amount: R 71 492.76
Reason for Award: Scored the Highest Preferential Points / Compliant
BBBEE: Level 1
Date Awarded: 31 October 2025

IX. Q18-2025: Provision for Lifeguard Services at Uilkraalsmond And Die Dam Resorts

Awarded To:	Nasionale See En Sand Instituut
Amount:	R 4 600.00 per day
Reason for Award:	Scored the Highest Preferential Points / Compliant
BBBEE:	Level 0
Date Awarded:	17 December 2025

X. Q20-2025: Security, Patrol, And Access Control Services at Die Dam and Uilenkraalsmond Resorts Sites of The Overberg District Municipality for The Period 14 December 2025 to 28 February 2026

Awarded To:	Sharp Eye Security and Construction Services (Pty) Ltd
Amount:	R 53 157.60
Reason for Award:	Scored the Highest Preferential Points / Compliant
BBBEE:	Level 1
Date Awarded:	17 December 2025

MFMA Section 116

116 (2) The accounting officer of a municipality or municipal entity must—

(b) monitor on a monthly basis the performance of the contractor under the contract or agreement;

- Biannual report submitted to Council on the 08th of December 2025, Item A20.

SCM REGULATION 44 & 45:**44. Prohibition on awards to persons in the service of the state**

The supply chain management policy of a municipality or municipal entity must, irrespective of the procurement process followed, state that the municipality or municipal entity may not make any award to a person—

(a) who is in the service of the state;

(b) if that person is not a natural person, of which any director, manager, principal shareholder or stakeholder is a person in the service of the state; or

(c) who is an advisor or consultant contracted with the municipality or municipal entity.

Summary of Regulation 44 awards made during the 2025/26 financial year

Period / Month	Total Approved Regulation 44 Award	Accumulated Approved Regulation 44 Award
October 2025	0	0
November 2025	0	0
December 2025	0	0

45. Awards to close family members of persons in the service of the state

The notes to the annual financial statements of a municipality or municipal entity must disclose particulars of any award of more than R2 000 to a person who is a spouse, child or parent of a person in the service of the state, or has been in the service of the state in the previous 12 months, including—

(a) the name of that person;

(b) the capacity in which that person is in the service of the state; and

(c) the amount of the award.

Summary of Regulation 45 awards made during the 2025/26 financial year

Period / Month	Total Approved Regulation 45 Award	Accumulated Approved Regulation 45 Award
October 2025	0	0
November 2025	1	1
December 2025	0	1

SCM REGULATION 49 AND 50: DISPUTES, OBJECTIONS, COMPLAINTS AND QUERIES

49. Persons aggrieved by decisions or actions taken by the municipality in the implementation of its supply chain management system, to lodge within 14 days of the decision or action a written objection or complaint to the municipality against the decision or action.

50. Resolution of disputes, objections, complaints and queries.

Submitted monthly reports to the accounting officer on all disputes, objections, complaints or queries received, attended to or resolved.

- None was received for this period

GENERAL

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

A checklist has been implemented before placing orders as a control mechanism to comply with the SCM policy and regulations.

The supply chain management unit consists of the following officials working at the Roads depot:

- | | |
|--------------------------|----------------------------------|
| - Ms. D Kapot-Witbooi | Manager: SCM & Assets |
| - Mr. J Leonard | Accountant: Asset Management |
| - Mrs. L Siyeka | Accountant: SCM |
| - Mr. L Tshambu | Administrator: SCM |
| - Ms. B Brighton | Principal Clerk: SCM Procurement |
| - Ms. Z Mahangu | Principal Clerk: SCM Database |
| - <i>Vacant</i> | Principal Clerk: Assets & Stores |
| - Mr. C Abrahams | Storekeeper (Bredasdorp) |
| - Mr. Vuyolwethu Nkanunu | Storekeeper (Caledon) |

One finance intern, Ms. Carla Jones, is placed at Assets and Stores to assist with various tasks.

One additional person, Ms. Hermonique Diedericks, was appointed 18 August 2025 to assist with PPR Regulation process.

Mr. Jaco Leonard and Mrs. Lusanda Siyeka are currently registered for MMC. Staff members need to be trained internally in supply chain management, regularly.
