

# **OVERBERG DISTRICT MUNICIPALITY**



## **SUPPLY CHAIN MANAGEMENT QUARTERLY REPORT MARCH 2020**

## PART 1

### SUPPLY CHAIN MANAGEMENT REPORT FOR THE QUARTER ENDING MARCH 2020

#### 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 2020.

#### 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. T02-2019/20: APPOINTMENT OF A PANEL OF ACCREDITED SERVICE PROVIDERS FOR THE SUPPLY AND DELIVERY OF SPARE PARTS AND SERVICE, REFURBISHING AND/OR REPLACEMENT OF COMPONENTS OF MOTOR VEHICLES AND FIRE FIGHTING VEHICLES FOR THE PERIOD ENDING 30 JUNE 2022.

Awarded To:

Company Name	Verified B-BBEE contributor level
AAD Trucks & Bus (Pty) Ltd	N/A
Draaiberg General Services BK	N/A
Du Toit Dienssentrum	N/A
Gansbaai Engen Rebuilders	4
Grabow Auto Electrical and Spares	4
Groenland Auto Electrical CC	4
Hein's Auto Electrical CC	4
Metsy Motors	4

Ramcom Cape (Pty) Ltd	2
Rodney Jacobs Holdings (Pty) Ltd t/a Auto Electro Dynamics	1
Silverock Projects t/a Overberg Trekker en Motor Onderdele– O.T.M	4
Worldwide Spares (Pty) Ltd	4

Amount: Various

Reason for Award: To have a wide selection of service providers available in order to cover the different areas in the Overberg District area.

Date Awarded: 16 January 2020

## II. T07-2019/20: ADHOC AERIAL FIREFIGHTING SERVICES FOR THE OVERBERG DISTRICT MUNICIPALITY

Awarded To:

Company Name	Verified B-BBEE contributor level
Seraphim Security International (Pty) Ltd	4
Savannah Helicopters	0
Henley Air	7
NCC Environmental Services (Pty) Ltd	2
MCC AVIATIONS	0
Working On Fire	1

Amount: Various

Reason for Award: To have enough service providers to cover the different areas in the Overberg District area; and to have a wider selection of bidders available in case of one bidder not being available and/or more than one incident happening at the same time

Date Awarded: 15 January 2020

**III. T03-2019/20 – SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING AND FOOTWEAR FOR THE PERIOD ENDING 30 JUNE 2022.**

Awarded To: STARTUNE (PTY) LTD and  
VIDA E SPORT (PTY) LTD  
Amount: Various  
Reason for Award: Compliant w.r.t local content criteria  
Date Awarded: 26 February 2020

**IV. T04-2019/20: PROVISION OF GRASS FIRE SUITS**

Awarded To: INVUYANI SAFETY  
Amount: Various  
Reason for Award: Compliant w.r.t local content criteria  
Date Awarded: 26 February 2020

**V. T05-2019/20: PROVISION OF TWO-PIECE JUMP SUITS AND STRUCTURAL FIRE FIGHTING SUITS**

Awarded To: INVUYANI SAFETY  
Amount: Various  
Reason for Award: Compliant w.r.t local content criteria  
Date Awarded: 26 February 2020

**VI. T11-2019/20: LEASE OF OFFICE SPACE IN HERMANUS FOR A THREE (3) YEAR PERIOD**

Awarded To: JOHANNES DE VILLIERS DE KOCK t/a  
SUNJOMAR REKENMEESTERS  
Amount: YEAR 1 R16 100.00 per month  
YEAR 2 R17 066.00 per month  
YEAR 3 R18 090.00 per month  
Reason for Award: Compliant / Scored the highest preferential points  
Date Awarded: 26 February 2020

**VII. T12-2019/20: LEASE OF SHOP AT DIE DAM RESORT FOR THE PERIOD ENDING 30 JUNE 2022**

Awarded To: CHERYL TRUEEMAN  
Amount due: R300 per month  
Reason for Award: Compliant  
Date Awarded: 26 February 2020

**VIII. Q08-2019/20: REPAIR AND PAINT OF CONCRETE FLOORS AT THE ROADS WORKSHOP IN BREDASDORP (465M2) AND CALEDON (480M2)**

Awarded To: MKENKE TRANSPORT & PROJECTS (PTY) LTD  
Amount: R180 500.00  
Reason for Award: Compliant / Scored the highest preferential points  
Date Awarded: 19 February 2020

**IX. Q09-2019/20: MIMICAST EXGEST**

Awarded To: DESTINY GLOBAL TECHNOLOGY  
Amount: R36 461.95  
Reason for Award: Compliant  
Date Awarded: 26 February 2020

**X. T10-2019/20: COMPUTER AND NETWORK EQUIPMENT**

**ITEM A: LAPTOP**

Awarded To: INNOVO NETWORKS  
Amount: R 11 492.72  
Reason for Award: Scored the highest preferential points  
BBBEE Level: Level 1

**ITEM B: LAPTOP**

Awarded To: WLV CONSULTING SERVICES (PTY) LTD  
Amount: R 16 739.29  
Reason for Award: Scored the highest preferential points  
BBBEE Level: Level 1

**ITEM C: DESKTOP**

Awarded To: MANTELLA TRADING 634 (PTY) LTD t/a  
MANTELLA IT SUPPORT SERVICES  
Amount: R 10 854.96  
Reason for Award: Scored the highest preferential points  
BBBEE Level: Level 1

**ITEM D: DESKTOP**

Awarded To: INNOVO NETWORKS  
Amount: R 16 207.43  
Reason for Award: Scored the highest preferential points  
BBBEE Level: Level 1

**ITEM E: SWITCH A**

Awarded To: DEKATSHE CONSULTING CC  
Amount: R 5 162.89  
Reason for Award: Scored the highest preferential points  
BBBEE Level: Level 1

**ITEM F: SWITCH B**

Awarded To: DEKATSHE CONSULTING CC  
Amount: R 2 298.79  
Reason for Award: Scored the highest preferential points  
BBBEE Level: Level 1

**ITEM G: MONITOR A**

Awarded To: DEKATSHE CONSULTING CC  
Amount: R 1 301.32  
Reason for Award: Scored the highest preferential points  
BBBEE Level: Level 1

**ITEM H: MONITOR B**

Awarded To: DEKATSHE CONSULTING CC  
Amount: R 2 147.48  
Reason for Award: Scored the highest preferential points  
BBBEE Level: Level 1

**ITEM I: MONITOR C**

Awarded To: DEKATSHE CONSULTING CC  
Amount: R 2 329.05  
Reason for Award: Scored the highest preferential points  
BBBEE Level: Level 1

**ITEM J: MONITOR D**

Awarded To: DEKATSHE CONSULTING CC  
Amount: R 3 115.89  
Reason for Award: Scored the highest preferential points  
BBBEE Level: Level 1

**ITEM K: WI-FI ROUTER 1**

Awarded To: DEKATSHE CONSULTING CC  
Amount: R 1 619.42  
Reason for Award: Scored the highest preferential points  
BBBEE Level: Level 1

**ITEM L: WI-FI ROUTER 2**

Awarded To: DEKATSHE CONSULTING CC  
Amount: R 2 782.86  
Reason for Award: Scored the highest preferential points  
BBBEE Level: Level 1  
  
Date Awarded: 16 March 2020

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 2020 – MARCH 2020**

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
<p><b>No Deviations</b> for the month of January 2020.</p>									
01/02	Community Services / Emergency Services	Aerial Resources	Working on Fire	R651 015.15	Excl.	Exceptional Case	P Oliver / R Geldenhuys	<p><b>Background</b>                      After confirmation of the placement of aerial resources by the Provincial Government was received, one being in Bredasdorp placement. A request to start the tender process was sent to procurement on 19 September 2019. Adjudication was completed on 05 December 2019 with the initial adjudication letter sent dated 09 December 2019 awaiting the 14-day appeal period. The tender compromised of a panel of service providers with the principle of using the closest and most available provider first. It was clear that Emergency services would have to deviate if emergency aerial resources prior to the conclusion of the tender process was needed. Working on Fire tendered successfully and under the provincial contract have a helicopter placed in Bredasdorp. In line with the principle of use, WOF was therefore identified as the tenderer to be used in the deviation and after discussions with the Director Community Services an email was sent to the MM and CFO on 06/12/2019 to inform the MM and the CFO that Emergency services will have to deviate should the need for aerial resources arise.</p>	153 452

								<p><b>Emergency</b></p> <p>On 09/10/11 December 2019, aerial resources were deployed to a fire in Malgas in order to prevent damage and loss to property and structures. On 11 December 2019, a fire started above the town of Greyton.</p> <p>Under the initial attack MOU with province a chopper was deployed to protect structures. This was paid for by Province. On the morning of 12 December 2019, a helicopter was brought in again to keep the fire away from Greyton town. For planning purposes, the spotter plane was used to fly the fire on 06 December 2019. On 16 &amp; 17 December the fire descended onto the town of Greyton and several structures in the town was threatened. One helicopter was deployed on 16 December &amp; two on 17 December to protect the town. On 20 December 2019 a fire line was threatening the historic village of Genadendal and the helicopter was deployed in the above instances, it would have led to a serious loss of structures, over and above the three lost and possible loss of life had structures in the town caught alight.</p> <p>On 11 January 2020, several structures were threatened by a veldfire in Swellendam town area. One structure was alight. Aerial resources were dispatched to prevent further spread and loss of structures and property.</p>
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**No Deviations** for the month of March 2020.

### **C. CHALLENGES AND CONSTRAINTS**

The database of accredited service providers have 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

Miss 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. Miss 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 2020

#### 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 2020.

#### 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 2020 be approved.

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

**DATE**

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**RECOMMENDED BY CHIEF FINANCIAL OFFICER**

**MR CF HOFFMANN**

**DATE**

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**APPROVED BY MUNICIPAL MANAGER**

**MR D BERETTI**

**DATE**

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**SUBMITTED TO EXECUTIVE MAYOR**

**ALDERMAN ANDRIES FRANKEN**

**DATE**

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