

Munisipaliteit

BERGRIVIER

Municipality



SUPPLY CHAIN MANAGEMENT IMPLEMENTATION REPORT FOR JULY 2022

1. In terms of Chapter 1 – paragraph 6(4) of the Councils Supply Chain Management Policy: “The Accounting Officer must within 10 days of the end of each quarter, submit a report on the implementation of this policy to the Executive Mayor.” Paragraph 6(5) further states that: “The aforesaid reports must be made public in accordance with section 21A of the Municipal Systems Act.”

2. STATISTICAL INFORMATION:

- 2.1 DEMAND MANAGEMENT** – The SCM Unit, with the support of the Chief Financial Officer has submitted a list to all Directorates that requires timely planning and management processes to ensure that all goods and services which are required are quantified, budgeted, and delivered in a timely manner at critical delivery dates, so that the budget can be dealt with as per the cash flow statements.

This Demand Management Plan will be used as a strategic tool to implement the budget. The Demand Management Plan will assist the SCM Unit and user departments with the planning of the execution and timely completion of projects in alignment with the performance targets in the Service Delivery and Budget Implementation Plan.

The new Procurement new plan was distributed to all departments, and they needed to submit their specifications, evaluation and adjudications dates by the 31st of May 2022. Only the Community Services Department has submitted the plan back to the finance department.

Herewith is the new Procurement Plan for the 2022-2023:-

| MUNICIPAL MANAGER OFFICE | | | | | |
|---|-------------|------------|-------------------------------|--------------------|-----------------------|
| Own Description | ConfigCode | Bud 22/23 | Cost Centre | RESPONSIBLE PERSON | Date of Specification |
| Diverse office furniture and equipment | 71010490101 | 120 000,00 | Mayor and Council | Terry-Ann | Nov-22 |
| Furniture and equipment - MM Office | 71011490101 | 10 000,00 | Municipal Manager | Jessica | n/a |
| Furniture and equipment - Communication | 71011490102 | 10 000,00 | Municipal Manager | Matthew | n/a |
| Furniture and equipment | 71012490101 | 310 000,00 | Economic Development Planning | Alletta | Nov-22 |

| FINANCIAL SERVICES | | | | |
|---------------------------------|-------------|------------|-----------------------|--------------------------|
| Own Description | ConfigCode | Bud 22/23 | RESPONSIBLE PERSON | Date of Specification |
| Vesta - Phoenix (CR) | 72061470102 | 610 000,00 | Nelmarie | n/a |
| Replacement of computers | 72061480101 | 100 000,00 | Elsabe saam met Shane | RT tender SITA |
| Furniture , Equipment - Finance | 72061490101 | 50 000,00 | Elsabe | 3 quotations when needed |
| Vehicle | 72061510101 | 200 000,00 | Martin | RT 57 Tender - July 2022 |

| CORPORATE SERVICES | | | |
|--|--------------|--------------------|-----------------------|
| Own Description | Bud 22/23 | RESPONSIBLE PERSON | Date of Specification |
| Regional Socio Projects (RSEP Funding) | 120 000,00 | Werner | Aug-22 |
| Furniture , Equipment - Planning Development | 20 000,00 | Werner | 3 quotes |
| Furniture , Equipment - Human Resources | 10 000,00 | Wessel | 3 quotes |
| Disaster Recovery Site | 200 000,00 | Shane | 01/08/2022 |
| WI-FI Installation at Offices of BRM | 300 000,00 | Shane | 1/09/2022 |
| IT System Upgrade (Enhancement of IT system : Business conti | 1 260 000,00 | Shane | 01/09/2022 |
| Replacement of computers | 300 000,00 | Shane | 31/08/2022 |
| Furniture , Equipment - Corporate Services | 20 000,00 | Carmen | 3 quotes |
| FURNITURE AND EQUIPMENT - DIRECTOR CORPORATE SERVICES | 35 000,00 | Carmen | 3 quotes |

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TECHNICAL SERVICES

| Own Description | ConfigCode | Bud 22/23 | RESPONSIBLE PERSON | Date of Specification |
|--|-------------|--------------|---------------------|--------------------------|
| Stormwaterbrug Wyk 4 | | 159 000,00 | Jaco Breunissen | existing Tender |
| Security at municipal buildings | 74091350102 | 700 000,00 | Jakkie/Jaco | n/a |
| Stores Velddrif (Erf 551) | 74091390101 | 300 000,00 | Andre | n/a |
| Upgrade Refuse building - PB | 74171380101 | 300 000,00 | Jakkie | n/a |
| Switchgear and pumps | 74291050104 | 300 000,00 | Andre | n/a |
| Telemetry at pump stations | 74291050105 | 200 000,00 | Andre | n/a |
| Fencing Sewer Pump Stations | 74291050107 | 150 000,00 | Andre | n/a |
| Security at WWTW | 74292050103 | 200 000,00 | Jakkie | n/a |
| Fencing WWTW | 74292050105 | 150 000,00 | Andre | n/a |
| Security Fence at Irrigation dam | 74292290115 | 400 000,00 | Jakkie | n/a |
| Fencing of storm water channel | 74301020201 | 100 000,00 | Rassie | n/a |
| Prepaid/ Smart Metering (EL) | 74511040206 | 1 525 000,00 | Andre | tender process completed |
| Water Conservation and Demand Management | 74511041301 | 2 739 130,00 | Rassie/Wikus | tender process completed |
| Telemetry: Water | 74512040103 | 140 000,00 | Andre | n/a |
| Security at Reservoir/Pump Stations | 74512040107 | 250 000,00 | Andre | n/a |
| Traffic calming measures (Speed bumps) Bring Traffic | 74551010104 | 100 000,00 | Andre/Jakkie/Rassie | n/a |
| Remedial works on Roads - Culemborg Road | 74551010117 | 550 000,00 | Jakkie | n/a |

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| | | | | |
|---|-------------|--------------|---------------------|--------------------------|
| Unserviced erven - Redelinghuys | 74551010119 | 200 000,00 | Rassie | n/a |
| Upgrade Sidewalks (PB) | 74551010120 | 300 000,00 | Jakkie | n/a |
| Upgrade Sidewalks (PV) | 74551010121 | 300 000,00 | Rassie | n/a |
| Upgrade Sidewalks (VD) | 74551010122 | 300 000,00 | Andre | n/a |
| Construction of roads: RDP Houses | 74551010201 | 300 000,00 | Jakkie | n/a |
| Reseal/Construction of streets | 74551010202 | 2 400 000,00 | Jaco | n/a |
| Construction of roads (BM) - Lys van Hoofde | 74551010214 | 700 000,00 | André/Jaco | n/a |
| Cement ditches in Aurora | 74551020101 | 80 000,00 | Jakkie | n/a |
| Upgrade of roads and storm water (PB) | 74551011005 | 855 717,00 | Jaco | n/a |
| Replace O/H feeder to Monte Bertha | 74621030205 | 950 000,00 | Sous | existing Tender |
| Network Renewals | 74621030206 | 700 000,00 | Sous | existing Tender |
| Replace Dwarskerbos O/H lines with Cable | 74621030209 | 900 000,00 | Sous | existing Tender |
| Retro-fit main substation oil circuit breakers | 74621030210 | 1 000 000,00 | Sous | existing Tender |
| Furniture, Equipment - Electricity | 74621500101 | 100 000,00 | Sous | 3 quotes |
| Replace CEX 6454 (cherry picker) | 74621510203 | 1 100 000,00 | Sous | RT 57 Tender - July 2022 |
| Computer and peripherals - Vacant building inspector (VD) | 74032480101 | 35 000,00 | Rohann | SITA RT TENDER |
| Printer - Vacant building inspector (VD) | 74032480102 | 10 000,00 | Rohann | SITA RT TENDER |
| Furniture, Equipment - Building Control | 74032490101 | 5 000,00 | Rohann | 3 quotes |
| Furniture - Vacant building inspector (VD) | 74032490102 | 12 500,00 | Rohann | 3 quotes |
| Repair existing combi-courts EE, PV, VD | 74035290201 | 4 500 000,00 | Rohann | 14/11/2022 |
| Munisipale Dienste Ontwikkeling (Wyk 2 PV) | | 1 780 800,00 | Rohann | 8/9/2022 |
| Munisipale Dienste Ontwikkeling (Wyk 4 PB) | | 961 377,00 | Rohann | 8/9/2022 |
| Munisipale Dienste Ontwikkeling (Wyk 4 PB) | | 757 823,00 | Rohann | 8/9/2022 |
| Hest op deb Berg Composing Drums | 74171060301 | 180 000,00 | Jakkie/Andre/Rassie | 20/10/2022 |

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|--|-------------|--------------|---------------------|--|
| Heist op den Berg Visual Awareness Campaign | 74171490301 | 348 000,00 | Jakkie/Andre/Rassie | 20/10/2022 |
| Piketberg N 7 Housing | | 1 000 000,00 | David Cornelissen | 8/9/2022 |
| Porterville 171 Housing | | 3 000 000,00 | David Cornelissen | 8/9/2022 |
| Eendekuil 40 Housing | | 1 000 000,00 | David Cornelissen | 8/9/2022 |
| New municipal offices | 74035350201 | 840 000,00 | Rohann | 14/11/2022 |
| Furniture and Equipment - Project Management | 74035490101 | 7 000,00 | Rohann | 3 quotes |
| Air conditioners - offices | 74091350101 | 60 000,00 | Jaco/Wikus | n/a |
| Ontwikkel parking agter munisipale kantore PB (Security) | 74091350202 | 500 000,00 | Jaco – JG Afrika | Consultant appointed 4/4/2022 |
| Furniture , Equipment - Council Property | 74091490101 | 5 000,00 | jaco | n/a |
| Tools | 74091500101 | 7 500,00 | Jaco | n/a |
| Drop Off - DKB | 74171060102 | 500 000,00 | Andre | Oct |
| Skips at Drop Off | 74171060103 | 120 000,00 | Rassie | Oct |
| Furniture , Equipment - Refuse Removal | 74171500101 | 10 000,00 | Jaco | n/a |
| Tools | 74171500102 | 10 000,00 | Jaco | n/a |
| Refuse compactor | 74171510202 | 2 200 000,00 | Wikus | RT 57 Tender |
| Replace CEX 1592 | 74171510203 | 900 000,00 | Wikus | RT 57 Tender |
| Refuse Bins and stands | 74174500103 | 100 000,00 | Wikus | Jul – nie gedoen nie |
| Refuse carts | 74174500104 | 20 000,00 | Wikus | n/a |
| Replace rising mains in pump stations | 74291050101 | 100 000,00 | Andre | completed |
| Sewer Renewals | 74291050102 | 120 000,00 | Andre | completed |
| Telemetry | 74291050103 | 180 000,00 | Andre | tender process completed |
| Sewerage stand by pumps | 74291050106 | 300 000,00 | Andre | Sep |
| Furniture , Equipment - Sewerage | 74291500101 | 12 000,00 | Jaco | n/a |
| Tools | 74291500102 | 20 000,00 | Jaco | n/a |
| Standby generators for pump stations pump | 74291500103 | 150 000,00 | Andre | Sep |
| Extension of DKB WWTW | 74292050205 | 2 500 000,00 | Jaco | Konsultant aangestel |
| Subsurface Drains | 74301020104 | 75 000,00 | Jakkie | n/a |
| Implement Stormwater Masterplan (PB) | 74301020107 | 350 000,00 | Jaco/Jakkie | Oct |
| Furniture , Equipment - Stormwater Management | 74301500101 | 6 000,00 | Jaco | n/a |
| Replace redundant meters | 74511040105 | 250 000,00 | Rassie | Sep 2022 |
| Pumps (standby) | 74511040108 | 100 000,00 | Jaco | Sep |
| Soft Starters Monte Bertha | 74511040113 | 250 000,00 | Rassie | Aug |
| Water Renewals (EL) | 74511040202 | 8 775 000,00 | Jaco | Spek komitee reeds gesit. Verpligte terrein vergadering op 12 July 2022. |
| PB Reservoir | 74511040401 | 7 391 305,00 | Rohann | 18/07/2022 nie gedoen nie |
| Furniture , Equipment - Water | 74511500101 | 12 000,00 | Jaco | 3 quotes |
| Tools | 74511500102 | 25 000,00 | Jaco | 3 quotes |
| Purchase new borehole pumps | 74512040101 | 50 000,00 | Jakkie | Sep |
| Street name curb stones | 74551010103 | 50 000,00 | Rassie | Sep |
| Upgrade of roads and stormwater (AUR) | 74551011002 | 2 798 324,00 | Rohann | existing Tender |
| Upgrade of roads and stormwater (EK) | 74551011007 | 2 186 090,00 | Rohann | 8/9/2022 |

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|--|-------------|--------------|-------|--------------|
| Furniture , Equipment - Roads | 74551490101 | 10 000,00 | Jaco | 3 quotes |
| Tools | 74551500103 | 100 000,00 | Jaco | Formal Quote |
| Transport Trailers Multi-Purpose | 74551510104 | 70 000,00 | Wikus | Oct |
| Replace CFP 2902 | 74551510106 | 350 000,00 | Wikus | RT 57 Tender |
| Vervang CFP 1413 | 74551510108 | 350 000,00 | Wikus | RT 57 Tender |
| Replace CEX 4262 | 74551510205 | 900 000,00 | Wikus | RT 57 Tender |
| High tension circuit breakers | 74621030103 | 70 000,00 | Sous | 22-Apr-22 |
| Bulk meter replacement | 74621030104 | 100 000,00 | Sous | 22-Apr-22 |
| Mid block lines Noordhoek, VD | 74621030116 | 500 000,00 | Sous | 22-Apr-22 |
| Replacing conventional electricity meters with prepaid | 74621030208 | 1 000 000,00 | Sous | RT 57 |
| Security of electrical assets | 74621500201 | 700 000,00 | Sous | 22-Apr-22 |
| Replace street lights | 74622030102 | 800 000,00 | Sous | 22-Apr-22 |
| Meter municipal assets | 74622030103 | 100 000,00 | Sous | 22-Apr-22 |

COMMUNITY SERVICES

| Own Description | Config Code | Bud 22/23 | Cost Centre | RESPONSIBLE PERSON | Date of Specification |
|---|-------------|--------------|--------------------------------|--------------------|-------------------------|
| Upgrading Sport grounds | 74432290101 | 200 000,00 | Sports Grounds and Stadiums | Retha Sewe | Jul-22 – nie gedoen nie |
| Shelves/Tables/Office furniture for libraries | 75201490802 | 20 000,00 | Libraries and Archives | Retha Sewe | Sep-22 |
| Upgrading of Community Halls | 75221070103 | 200 000,00 | Community Halls and Facilities | Gerna Croeser | Nov-22 |
| Security Measures | 75221070104 | 100 000,00 | Community Halls and Facilities | David Carolissen | existing tender |
| Furniture , Equipment Community Hall | 75221490101 | 100 000,00 | Community Halls and Facilities | David Carolissen | Jul-22 nie gedoen nie |
| Gravel access roads - cemetery | 75231170101 | 50 000,00 | Cemeteries | David Carolissen | Nov-22 |
| Upgrade entrance and parking | 75231170102 | 50 000,00 | Cemeteries | David Carolissen | Nov-22 |
| Renewal of Ablution Facilities | 75231170108 | 350 000,00 | Cemeteries | David Carolissen | Oct-22 |
| Fence new cemetery: Porterville | 75231170202 | 1 000 000,00 | Cemeteries | David Carolissen | existing tender |
| Furniture , Equipment - Cemeteries | 75231490101 | 20 000,00 | Cemeteries | Retha Sewe | Oct-22 |
| Tools | 75231500101 | 20 000,00 | Cemeteries | Retha Sewe | Oct-22 |
| Rectification of houses in Sand Street (Piketberg) , St Christopher | 75341310201 | 1 000 000,00 | Housing Core | Abelia Lawrence | Oct-22 |

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|--|-------------|------------|------------------------------|-------------------|---|
| GPS Tracking Device | 75341480102 | 15 000,00 | Housing Core | Abelia Lawrence | Sep-22 |
| Air conditioners | 75371350102 | 40 000,00 | Traffic Control | Cavin Cornelissen | Aug-22 |
| Replacement of garage doors Test pit Velddrif | 75371350105 | 100 000,00 | Traffic Control | Cavin Cornelissen | Submit 28 July 2022 |
| Furniture , Equipment - Traffic Department | 75371490101 | 15 000,00 | Traffic Control | Cavin Cornelissen | Aug-22 |
| Fire Arms | 75371500105 | 60 000,00 | Traffic Control | Cavin Cornelissen | Jul-22 – gedoen |
| Riot Gear | 75371500106 | 60 000,00 | Traffic Control | Cavin Cornelissen | Sep-22 |
| Bullet Proof Vests | 75371500107 | 70 000,00 | Traffic Control | Cavin Cornelissen | Jul-22 – afgehandel |
| Bodycams | 75371500112 | 50 000,00 | Traffic Control | Cavin Cornelissen | Jul-22 – afgehandel |
| Surveillance Cameras - Ward 5 | 75371500113 | 75 000,00 | Traffic Control | Cavin Cornelissen | existing tender |
| New Traffic Vehicles | 75371510103 | 350 000,00 | Traffic Control | Cavin Cornelissen | RT 57 TENDERS |
| Fire Fighting Vehicle | 75381510104 | 240 000,00 | Fire Fighting and Protection | Harry Benson | RT 57 TENDERS |
| Benches - open spaces | 75431200101 | 45 000,00 | Community Parks | Retha Sewe | Aug-22 |
| Upgrading of Community Parks | 75431290102 | 100 000,00 | Community Parks | Retha Sewe | formal quotes |
| Fencing | 75431290103 | 650 000,00 | Community Parks | David Carolissen | existing tender |
| Public Toilets (PV) | 75431290105 | 100 000,00 | Community Parks | David Carolissen | Nov-22 |
| Furniture , Equipment - Community Parks | 75431490101 | 15 000,00 | Community Parks | Retha Sewe | Sep-22 |
| Brush Cutter | 75431500102 | 50 000,00 | Community Parks | Retha Sewe | Aug-22 |
| Spraying Can | 75431500105 | 150 000,00 | Community Parks | Retha Sewe | Jul-22 – geadverteer maar geen suksesvolle FQ |
| Ride-on Lawnmowers | 75431500106 | 200 000,00 | Community Parks | Retha Sewe | Aug-22 |
| 4 Ton Tipper (VD , PB) | 75431510104 | 200 000,00 | Community Parks | Retha Sewe | RT 57 TENDERS |
| Truck 1.5 Ton | 75431510202 | 450 000,00 | Community Parks | Retha Sewe | RT 57 TENDERS |
| Upgrade of New Buildings (Goldsmidt Sportveld) | 75432290104 | 400 000,00 | Sports Grounds and Stadiums | David Carolissen | Aug-22 |
| Pitch Covers (PB) | 75432290107 | 30 000,00 | Sports Grounds and Stadiums | David Carolissen | Oct-22 |
| Irrigation Pumps | 75432290108 | 50 000,00 | Sports Grounds and Stadiums | Retha Sewe | Jul-22 |

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| | | | | | |
|---|-------------|------------|-----------------------------|----------------------------|---|
| Mobile Pavilions | 75432290109 | 200 000,00 | Sports Grounds and Stadiums | David Carolissen | Sep-22 |
| Fencing Watsonia Sports grounds | 75432290117 | 500 000,00 | Sports Grounds and Stadiums | David Carolissen | existing tender |
| Irrigation Equipment | 75432290118 | 25 000,00 | Sports Grounds and Stadiums | Retha Sewe | Oct-22 |
| Replace lights at sport fields | 75432290119 | 500 000,00 | Sports Grounds and Stadiums | David Carolissen | Oct-22 |
| Furniture , Equipment - Sport Facilities and Swimming | 75432490102 | 20 000,00 | Sports Grounds and Stadiums | Retha Sewe | Oct-22 |
| Tools | 75432500101 | 60 000,00 | Sports Grounds and Stadiums | Retha Sewe | 3 quotes |
| Replace pumps at swimming pools | 75433290102 | 100 000,00 | Swimming Pools | Retha Sewe | Jul-22 afgehandel |
| Furniture , Equipment - Holiday Resorts | 75435280102 | 200 000,00 | Holiday Resorts | Bianca Smidt & Gerrit Esau | Will buy when needed – email Mr D Carolissen. |
| Pelikaan Beach Resort Development | 75435290104 | 500 000,00 | Holiday Resorts | Retha Sewe | Oct-22 |
| Upgrading of resorts | 75435290109 | 150 000,00 | Holiday Resorts | David Carolissen | Aug-22 |
| Tools and Equipment | 75435500101 | 15 000,00 | Holiday Resorts | Bianca Smidt & Gerrit Esau | Aug-22 |
| Tools and Equipment | 75435500102 | 15 000,00 | Holiday Resorts | Bianca Smidt & Gerrit Esau | Aug-22 |

MANAGEMENT OF PROCUREMENT PLAN:

- NOT ACHIEVED IS MARKED IN RED.
- THE ORANGE LINE WAS ADVERTISED WITH NO RESULTS – AWAITING REPORT FROM DEPARTMENT TO RE-ADVERTISE.
- GREEN LINES ARE ACHIEVED AND PROSESSES IN PLACE.

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2.2 BIDS / FORMAL WRITTEN QUOTATIONS AWARDED

2.2.1 All Bids and formal **written quotations awarded** are published on the Bergrivier website.

| QUOTATION REGISTER 01 JULY 2021 - 30 JUNE 2022 FOR THE MONTH OF JULY 2022 | | | | | | | |
|---|------------|---|---------------------------------|---|-------------------|---------------------|-----------------|
| QUOTATION NUMBER | ADV NR | FQ DESCRIPTION & OFFERS RECEIVED | B-BBEE STATUS LEVEL CONTRIBUTOR | LOCALITY | QUOTATION AMOUNTS | DATE AWARDED BY DIR | VOTE NR |
| FQ 8/2/22-2022 | MN89-2022 | Training - Water and Waste Water Treatment Process Operations - NO OFFER RECEIVED | | | | | |
| FQ 8/2/23-2022 | MN102-2022 | Compile the 2020-2021 WSDP Performance and Water Services Audit Report for BM | | | | | |
| | | 1 IX Engineers | 1 | Bellville, City of Cape Town Municipality | R 178 250,00 | 05 July 2022 | 014 511 2370 00 |
| FQ 8/2/24-2022 | MN103-2022 | Supply and installation of CCTV cameras in Porterville and Laaiplek – CANCELLED | | | | | |
| | | 1 No Fear Systems | 1 | Cape Town, City of Cape Town Municipality | R 102 974,54 | | |
| | | 2 Liberty Tech | 4 | Parow, City of Cape Town Municipality | R 149 060,70 | | |
| | | 3 Comar Films | 4 | Vredenburg, Saldanha bay Municipality | R 118 462,49 | | |
| FQ 8/2/25-2022 | MN104-2022 | Appointment of a service provider to facilitate the selection and recruitment process of a Senior Manager | | | | | |
| | | 1 Roy Steel & Associates CC | 4 | Langebaan, Saldanha bay Municipality | R 46 000,00 | 12 July 2022 | 013 071 2370 01 |

2.3 ACQUISITION MANAGEMENT

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The system of acquisition management must ensure the following:-

- That goods and services are procured in accordance with authorized processes only.
- That expenditure on goods and services is incurred in terms of an approved budget in terms of section 15 of the Municipal Finance Management Act (Act 56 of 2003)
- That the threshold values for different procurement processes are complied with.
- That any Treasury guidelines on acquisition management are properly taken into account.

2.4 SECTION 32 APPOINTMENTS

There were no section 32 appointments.

2.5 SECTION 33 CONTRACTS

There were no section 33 appointments for July 2022.

2.6 AWARDS TO CLOSE FAMILY MEMBERS OF PERSONS IN THE SERVICE OF THE STATE

In terms of the Municipal Supply Chain Regulation, Paragraph 45, awards given to close family members of persons in the service of the state, above R2 000.00 should be disclosed in the notes to Annual Financial Statements.

No awards were made thus far for the financial year.

All SCM Staff were required to disclose their relationships or interest of close family members in service of the State/ or if family members have entered into a contract for services with Bergrivier Municipality and signed the declarations.

There was no payment done to persons in service of the State during July 2022.

3. MONTHLY REPORT ON DEVIATIONS AND MINOR BREACHES

The Municipal Supply Chain Management Regulations – Gazette 27636 Of 30 May 2005, states in Section 36 “

(1) A supply chain management policy may allow the accounting officer-

- a) To dispense with the official procurement process established by the policy and to procure any required goods or services through any convenient process, which may include direct negotiations, but only-
 - i. In an emergency
 - ii. If such goods or services are produced or available from a single provider only.
 - iii. For acquisition of special works of art or historical objects where specifications are difficult to compile.
 - iv. acquisition of animals for zoos ; or

- v. in any other exceptional case where it is impractical or impossible to follow the official procurement process; and
 - (b) To ratify minor breaches of the procurement process by an official or committee acting in terms of delegated powers or duties which are purely of technical nature.
- (2) The accounting officer must record the reasons for any deviations in terms of sub regulation (1) (a) and (b) and report them to the next meeting of the council, or board of directors in the case of a municipal entity and include as a note to the annual financial statements.

There was no deviation or the month of July 2022.

The following minor breach is hereby reported for the month of July 2022:-

| Ratifications Register 2022-2023 | | | | | | |
|---|--------------|--------------------------|----------------|--------------------|---|---------------------|
| Number: | Date: | Service provider: | Amount: | Description | Reason | Directorate: |
| 1 | 29 June 2022 | Aberdare Cables | R8349.00 | Cables bought | Cables bought at higher price from 2nd bidder | Technical Dept |

- (3) Herewith is the procurement for above R 100 000 for July 2022.

| R100 000.00 Awards 2022 - 2023 Bergrivier Municipality for the month of July 2022 | | | | | |
|---|----------------------------|--|--------------------------|-------|---|
| Contract details | | | Total value of contracts | BBBEE | Method of procurement |
| Contract reference | Service provider/ Supplier | Contract Description | Total value of contract | Level | Quotation/ Competitive Bidding/ Deviation |
| Jul-22 | | | | | |
| FQ 8/2/23-2022 | IX Engineers | Compile the 2021-2022 WSDP Performance and Water Services Audit Report for Bergrivier Municipality | R 178 250,00 | 1 | Quotation |
| T 8/3/10-2022 | Piketberg Civils | Operation of various solid waste projects within Bergrivier Municipality | Rates | 1 | Competitive Bidding |
| T 8/3/10-2022 | Barakh Projects | Operation of various solid waste projects within Bergrivier Municipality | Rates | 1 | Competitive Bidding |
| T 8/3/10-2022 | Rocket Trading | Operation of various solid waste projects within Bergrivier Municipality | Rates | 0 | Competitive Bidding |
| T 8/3/10-2022 | Pison Hawila Construction | Operation of various solid waste projects within Bergrivier Municipality | Rates | 1 | Competitive Bidding |
| T 8/3/10-2022 | Zeevas Cleaning Supplies | Operation of various solid waste projects within Bergrivier Municipality | Rates | 1 | Competitive Bidding |

(4) There were the following virements for July 2022.

| VIREMENTE FOR THE MONTH OF JULY 2022 | | | | | | | |
|--------------------------------------|--------------------------|-----------------------------|-----------------------------------|--------------|-------------------|-----------------|--|
| DATUM | VANAF | | | NA | | | REDE / REASON FOR VIREMENT REQUEST |
| | POS VANAF | | BEDRAG / AMOUNT TO BE TRANSFERRED | POS NA | BESKRYWING | BEDRAG / AMOUNT | |
| | MUNICIPAL MANAGER | | | | | | |
| 21/07/2022 | 011012243506 | SOCIAL PROJECTS: YOUTH CAFÉ | R 32 000,00 | 011012113000 | TEMPORARY WORKERS | R 32 000,00 | As a result of the application for the roll-out of the Public Employment Grant, there is currently no post to pay the Mosaiek team. The suggestion was that funds are generated to the Temporary Workers vote to pay the team. |
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| FINANCE | | | | | | | |
|--------------------|--------------|---|---------------------|--------------|------------------------------------|---------------------|--|
| 19/07/2022 | 012063202006 | ADVERTISEMENT (TENDERS) | R 7 000,00 | 012063232000 | TRAINING | R 7 000,00 | Not Enough funds available budgeted - Payday workshop. |
| 26/07/2022 | 012061237001 | PROFESSIONAL SERVICES (OUTSOURCED) | R 3 000,00 | 012061301001 | PROPERTY & BUILDINGS (CONTRACTORS) | R 3 000,00 | Funds is needed on new vote to service the automatic glass door. |
| | | | R 10 000,00 | | | R 10 000,00 | |
| CORPORATE SERVICES | | | | | | | |
| 21/07/2022 | 013071237001 | PROFESSIONAL SERVICES (HUMAN RESOURCES) | R 100 000,00 | 013071113000 | TEMPORARY WORKERS | R 100 000,00 | Fund is needed on the Temporary workers vote to appoint temporary help. |
| TECHNICAL SERVICES | | | | | | | |
| 13/07/2022 | 014032213000 | PRINDING AND BINDING | R 1 000,00 | 014032232000 | TRAINING | R 2 000,00 | New legislation training for D. Le Fleur and L. Kleinjies is a requirement. Not enough funds available to fund the training. |
| | | 014032243000 | STATIONARY | | | | |
| 13/07/2022 | 014035242563 | PMU-EPWP SALARIES/WAGES | R 1 662 000,00 | 014035242511 | COM SERVE - EPWP SALARIES/WAGES | R 719 240,00 | EPWP GRANT amounting R1662 000 should be split from current vote for EPWP Salaries/Wages (14 035 2425 63) into different votes for different Departments/Project Leaders to ensure effective management of Grant Funding. Final EPWP Grant projects were only approved on 31 May 2022 by Council Resolution RVN034/05/2022 |
| | | | | 014035242521 | CORP SERVE - EPWP SALARIES/WAGES | R 98 480,00 | |
| | | | | 014035242531 | VD CIVIL - EPWP SALARIES/WAGES | R 187 340,00 | |
| | | | | 014035242541 | PV CIVIL - EPWP SALARIES/WAGES | R 186 580,00 | |
| | | | | 014035242551 | PB CIVIL - EPWP SALARIES/WAGES | R 194 560,00 | |
| | | | | 014035242561 | PMU - EPWP SALARIES/WAGES | R 247 950,00 | |
| | | | | 014035242512 | COM SERVE - EPWP PPE | R 10 760,00 | |
| | | | | 014035242522 | CORP SERVE - EPWP PPE | R 1 520,00 | |
| | | | | 014035242532 | VD CIVIL - EPWP PPE | R 4 660,00 | |
| | | | | 014035242542 | PV CIVIL - EPWP PPE | R 3 420,00 | |
| | | | | 014035242552 | PB CIVIL - EPWP PPE | R 5 440,00 | |
| | 014035242562 | PMU - EPWP PPE | R 2 050,00 | | | | |
| 21/07/2022 | 074551510104 | TRANSPORT TRAILERS PURPOSE | R 70 000,00 | 074551510106 | REPLACE CFP2902 | R 95 000,00 | Funds is needed to buy a vehicle. |

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| | | | | | | | |
|------------|---------------------------|------------------|----------------|--------------|--|----------------|--|
| | 074551510108 | REPLACE CFP1413 | R 13 000,00 | | | | |
| | 074551500103 | TOOL | R 12 000,00 | | | | |
| | | | R 1 759 000,00 | | | R 1 759 000,00 | |
| | COMMUNITY SERVICES | | | | | | |
| 26/07/2022 | 015201227000 | MATERIAL & PARTS | R 5 000,00 | 015201237004 | PROFESSIONAL SERVICES (EVENT PROMOTORS) | R 5 000,00 | On 28 July 2022 a session of team building will be held in Dwarskersbos to motivate the Library staff. A new vote was open for this purpose and funds need to be veriment to the new vote. |

| | | |
|--------------------|---|--------------|
| MUNICIPAL MANAGER | R | 32 000,00 |
| FINANCE | R | 10 000,00 |
| COMMUNITY SERVICES | R | 5 000,00 |
| TECHNICAL SERVICES | R | 1 759 000,00 |
| CORPORATE SERVICES | R | 100 000,00 |
| TOTALS | R | 1 906 000,00 |

4. DISPOSAL

The system of disposal management must ensure the following:-

- Immovable property is sold only at market related prices except when the public interest or the plight of a poor demand otherwise,
- Movable assets are sold either by way of written quotations, a competitive bidding process, auction or at market related prices, whichever is the most advantageous,
- Immovable property is let at a market related rate except when the public interest or the plight of the poor demand otherwise,
- All fees, charges, rates, tariffs, scales of fees or other charges relating to the letting of immovable property are annually reviewed,
- Where assets are traded in for other assets, the highest possible trade-in price is negotiated.

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5. BID COMMITTEE SYSTEM

A Bid Committee system for competitive bids is fully operational. It comprises of the Bid Specifications, Bid Evaluation and Bid Adjudication Committees. The Committees meet regularly. The Accounting Officer appoints members of each committee taking into account Section 117 of the MFMA.

The following tender was awarded for the month of July 2022.

Tender 8/3/10-2022 OPERATION OF VARIOUS SOLID WASTE PROJECTS INCLUDING COLLECTION OF RECYCLABLES, OPERATION OF MATERIALS RECOVERY FACILITIES AND CHIPPING AND COMPOSTING OF GARDEN WASTE IN THE VELDDRIF, PIKETBERG AND PORTERVILL AREAS FOR A PERIOD ENDING 30 JUNE 2025. (CHIPPING AND COMPOSTING) PART 2.

Die formal tender was advertised on 19 May 2022 and was placed on the notice boards of the Municipality and advertised on the 20th of May in the “Weslander, Die Burger and Cape Times” newspapers, and on the municipal website.

The tender closed on 30 June 2022 @ 12h00 and the following tenders were received:-

| NO. | TENDERER | SITE MEETING | B-BBEE LEVEL CONTRIBUTION |
|-----|--------------------------------|--------------|---------------------------|
| 1. | SUPERSCRAP | YES | NON- CONTRIBUTOR |
| 2. | SWARTLAND & WEST COAST TRADING | YES | LEVEL 1 |
| 3. | ECO GROWTH RECYCLERS | YES | NOT SUBMITTED |
| 4. | PIKETBERG CIVILS | YES | LEVEL 1 |
| 5. | BARAKH PROJECTS | YES | LEVEL 1 |
| 6. | ROCKET TRADING | YES | NOT SUBMITTED |
| 7. | PISON HAWILA CONSTRUCTION | YES | LEVEL 1 |

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| | | | |
|------------|--------------------------------------|------------|-------------------------|
| 8. | ZEEVAS CLEANING SERVICES | YES | LEVEL 1 |
| 9. | BARON & SEUN CONSTRUCTION | YES | LEVEL 1 |
| 10. | JOLIT STEELWORK | YES | DID NOT SUBMIT AN OFFER |
| 11. | MPACT | YES | DID NOT SUBMIT AN OFFER |
| 12. | SUPER SCRAP | YES | DID NOT SUBMIT AN OFFER |
| 13. | YOREEL TRADING | YES | DID NOT SUBMIT AN OFFER |
| 14. | TRANACON | YES | DID NOT SUBMIT AN OFFER |
| 15. | KGOTSANG CONSTRUCTION | YES | DID NOT SUBMIT AN OFFER |

3. EVALUATION

BID SPECIFICATION COMMITTEE

The specifications committee, as appointed by the Municipal Manager on 5th of May 2022, consisted of Chairperson: Mr. I Saunders (Head SCM), Mr. J Breunissen (Manager Technical Services), Ms. ER Scholtz (Accountant SCM), Mr. W Burger (Civil Technician), Ms. R Hendricks (Administrator SCM), Mr. M Sheldon (Head Communication), Mr. C Davids (Head Strategic Services). The Bid specification meeting were held on 11 May 2022.

SCM Regulation 27 (1): "A bid specification committee must compile the specifications for the procurement of goods or services by the municipality."

SCM Regulation 27 (2) (g): Specifications must be approved by the accounting officer prior to the publication of the invitation for bids. The Bid Specifications was approved by the Municipal Manager on 11 May 2022.

3. OVERVIEW OF THE EVALUATION PROCESS

- All nine (9) tenderers as mentioned above were received on time. The following tenders were incomplete and could not be considered further and therefor were excluded.
 1. Baron and Seun Construction did not complete any of the returnable documents and was excluded from further evaluation.

2. Super Scrap and Eco Growth Recyclers did not complete the required experience document and therefor were excluded from further evaluation.
- Tenderers were required to indicate a minimum of three relevant, current or completed projects for the Managing of material recovery facility (MRF) and chipping and composting to be in line to receive the successful project. The following tenders have listed none or no relevant projects and cannot be considered further for the following sub elements.

A – MATERIAL RECOVERY FACILITY (mrf)

1. Barakh projects
2. Pison Hawila Construction
3. Zeevas clearing services

B – CHIPPING AND COMPOSTING ##

1. Pison Hawila Construction
2. Zeevas Cleaning Services

The tender is divided into different projects. Tenderers are evaluated according to the 80/20 preference points system of Bergrivier Municipality.

As the tender has a validity period of 120 days which expires on 20 October 2022, an enquiry was directed to the tenderer who submitted an offer for the chipping and composting project to provide a more detailed business plan. The current recycling contract expired on 30 June 2022 and the urgency of the award necessitates that we approve the projects separately or services will not be delivered timeously.

Recommendation : That Tender 8/3/10-2022 (MN69-2022) Operation of various solid waste projects including collection of recyclables, operation of materials recovery facilities in the Velddrif, Piketberg and Porterville areas for a period ending 30 June 2025 be awarded to:

1. Pison Hawila Construction for the Collection and transport of recyclables in Porterville to Piketberg MRF.
2. Barakh Projects for the collection and transport of recyclables in Piketberg to MRF in Piketberg.
3. Zeevas Trading for the collection and transport of recyclables in Velddrif to MRF in Velddrif.
4. Piketberg Civils for the operating of material recovery facility (MRF) in Piketberg.
5. Rocket Trading for the operating of material recovery facility (MRF) in Velddrif.

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6. That in the event the initial awarded company (1 to 3 above) fail to perform the required services that the next company in line be used.
7. Escalation to be applicable as set out in addendum 2 clause 17 of the special conditions of contract.

3 CALCULATION OF TENDER PREFERENCE POINTS

The Bergrivier Municipality's Preference Points Claim Form was included in the tender document and is applicable to the evaluation of tender offers. The evaluation of tenders was undertaken according to the 80/20 system set out below:

| CRITERIA | POINTS |
|-------------------------------------|------------|
| Tender price | 80 |
| B-BBEE Status level of contribution | 20 |
| TOTAL | 100 |

FINANCIAL IMPLICATIONS

| VOTE NUMBER | VOTE DESCRIPTION | AMOUNT EXCL 2022/23 | VAT | AMOUNT EXCL 2023/24 | VAT | AMOUNT EXCL 2024/25 | VAT |
|--------------|-----------------------|-----------------------|-----|-----------------------|-----|-----------------------|-----|
| 014171237000 | PROFESSIONAL SERVICES | R10 500 000.00 | | R10 962 000.00 | | R11 455 000.00 | |
| Total | | R10 500 000.00 | | R10 962 000.00 | | R11 455 000.00 | |

The Adjudication Committee minutes are attached as "Annexure A"

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6. VENDOR PERFORMANCE

Regular monitoring and review of the supply vendor performance must be done to ensure compliance with specifications and contract conditions for particular goods and services, is conducted. Reports are received from the User Departments for any procurement above R30 000.00 on the performance of Vendors. However, the contract management and project management we started on the Phoenix Vesta System is still giving us problems. We deem the effective operations of the financial system critical to be efficient in daily tasks and have had a meeting with the ownership of Phoenix Vesta to discuss the way forward, they have enhanced the financial system to accommodate the problems but will cost the Municipality an additional amount of R450 000.00 with a licence fee of R15 000.00 per month. When the system was procured not all the modules were procured to perform the required functionalities for SCM, Creditors and Revenue.

Furthermore, we have implemented the evaluation system and the scoring are as follows: -

3 points for Quality-of-Service delivery as agreed, deviations as managed as mutually agreed meaning: - Compliance to most undertakings, duties and obligations and requirements as set out in the Main Agreement and Annexures,

2 points for Quality-of-Service delivery in compliance with Agreement but requires more management and focus from the service provider.

1 point for Quality-of-Service delivery totally unacceptable, consider termination of Agreement

REGISTER FOR THE MONITORING OF SERVICE PROVIDERS FOR JULY 2022

| DATE | NAME OF SERVICE PROVIDER | AMOUNT | CSD NUMBER | BBBEE | SCORE | DEPARTMENT | INVOICE NR |
|------------|--------------------------|-------------|-------------|---------|-------|------------|-----------------|
| 22/07/2022 | AECI/IMPROCHEM | R250677,00 | MAAA0159901 | LEVEL 2 | 3 | TECHNICAL | SI0522564 |
| 22/07/2022 | AWV PROJECTS MANAGEMENT | R136794,57 | MAAA0077825 | LEVEL 1 | 3 | TECHNICAL | AWV-A 4939 |
| 22/07/2022 | SR CIVILS | R 63 176,50 | MAAA0052296 | LEVEL 1 | 3 | PMU | 126-10(PORT-SW) |
| 22/07/2022 | SR CIVILS | R 57 929,20 | MAAA0052296 | LEVEL 1 | 3 | PMU | 125-10('R) |
| 22/07/2022 | SR CIVILS | R 42 348,75 | MAAA0052296 | LEVEL 1 | 3 | PMU | 125-11(V) |
| 22/07/2022 | SR CIVILS | R134852,99 | MAAA0052296 | LEVEL 1 | 3 | PMU | 130-07('A) |
| 29/07/2022 | AVALON WORKS TA AR24 | R 2 535,90 | MAAA0087896 | LEVEL 4 | 3 | TECHNICAL | INV0010625 |

7. SERVICE LEVEL AGREEMENTS

According to Section 21A of the Municipal Systems Act the Accounting Officer of a Municipality must place all service level agreements on the Municipal website. Each department is responsible to ensure that all signed Service Level Agreements are on the IMIS7 system. Each Department must also have a hard copy of each contract applicable to their department.

BERGRIVIER MUNICIPALITY SERVICE LEVEL AGREEMENTS - FINANCE DEPARTMENT FOR 2022-2023

| Name | Description | Effective Date | Termination Date | Status | Contract Type |
|----------------------------|--|----------------|------------------|--------|---|
| Cab Holdings | Service provider for the design, printing, email and distribution of Bergrivier Municipality's monthly service accounts | 2020-07-01 | 2023-06-30 | Active | Maintenance Agreement/Onderhoudskontrak |
| Mubesko | Provision of technical support for asset management for a period of three (3) years | 2020-07-01 | 2023-06-30 | Active | Maintenance Agreement/Onderhoudskontrak |
| Contour Technology | Supply, installation and management of an STS compliant prepayment electricity vending system for the period of 01 July 2020 to 30 June 2023 | 2020-07-01 | 2023-06-30 | Active | Maintenance Agreement/Onderhoudskontrak |
| NEDBANK | Banking Services | 2019-03-01 | 2023-06-30 | Active | Service Level Agreement/Dienskontrak |
| Siyanda Business Solutions | Accounting Services | 2022-07-01 | 2025-06-30 | Active | Service Level Agreement/Dienskontrak |
| Phoenix Vesta | Financial System | 2022-07-01 | 2032-06-30 | Active | Service Level Agreement/Dienskontrak |

| | | | | | |
|------------------------------------|---|------------|------------|--------|--------------------------------------|
| AON | Short term insurance tender for a period of 3 years | 2022-07-01 | 2025-06-30 | Active | Service Level Agreement/Dienskontrak |
| HCB Valuers and Services (Pty) Ltd | Property Valuations Services | 2017-07-01 | 2023-06-30 | Active | Service Level Agreement/Dienskontrak |
| Ducharme | Revenue Enhancement | 2021-10-01 | 2024-06-30 | Active | Service Level Agreement/Dienskontrak |

The aforementioned table represent the service level agreements updated in respect of the finance department.

The financial Services department already started procurement processes for the three contracts that expire the end of July 2022.

8. ASSET AND INSURANCE REPORTING

INSURANCE MANAGEMENT

The register for July 2022 is reported as follows, and all incidents were reported to the Internal Audit unit.

| INSURANCE CLAIMS REPORTED FOR JULY 2022 | | | | | | |
|---|--------------------|---------------|--------------|---------------|--|---------------|
| Client Claim Ref | Section | Peril | Date Of Loss | Date Notified | Claim Detail | Quoted Amount |
| CBY 11272 | Motor | Collision | 22-07-2022 | 27-07-2022 | EPWP FIREFIGHTER MAKE ACCIDENT - VEHICLE LAND ON IT'S ROOF | N/A |
| STREETLIGHT | Buildings Combined | Property Loss | 03-07-2022 | 27-07-2022 | THIRD PARTY COLLIDED WITH STREETLIGHT | R59 309,53 |
| CBY 11271 | Motor | Collision | 21-07-2022 | 27-07-2022 | EPWP FIREFIGHTER COLLIDED WITH BUILDING | N/A |
| CBY 1495 | Motor | Collision | 09-05-2022 | 27-07-2022 | THIRD PARTY COLLIDED WITH MUNICIPAL VEHICLE | N/A |

9. APPEALS / OBJECTIONS BY AGGRIEVED

Paragraph 49 of the Municipal Supply Chain Management Regulations allows the aggrieved bidders the opportunity to lodge objections (with proper motivation) against the decision(s) taken by the Bid Adjudication Committee, within 14 days from the date of notification thereof.

Alternatively, should they wish to lodge an appeal in terms of Section 62 of the Local Government: Municipal Systems Act 2000 (Act 32 of 2000) against the award of the tender, such appeal is to be lodged within 21 days from date of this notification? For the month of July 2022, no objections were lodged.

10. LEGISLATIVE COMPLIANCE

Local government: Municipal Finance Management Act (Act 56 of 2003).

Supply Chain Management Regulations.

Supply Chain Management Policy: Bergrivier Municipality.

Preferential Procurement Regulation, 2017; and all other relevant legislation, National Treasury Guidelines and Circulars.

The Bergrivier Municipality has no Public Private Partners (PPP's).

11. SDBIP AND OTHER REPORTABLE MATTERS

- Reports are submitted to the CFO monthly.
- The SCM unit is under strain due to other compliance matters implemented without additional resources for example, the monitoring and capturing of the performance of suppliers and the maintenance of the procurement plan.
- Specifications are only submitted at a very late stage making it difficult to secure responsive bidders.
- The non-filling of vacant positions is putting a huge strain on the unit to function properly and to comply with legislation, a student that assisted with the capturing of the contract register is leaving us for a permanent position further exacerbating the situation, and this will put more strain on the few staff members.
- Assets is the biggest portion of the financial statements and the post of Accountant: Assets needs to be funded and filled on an urgent basis to relieve the strain.
- There was only unauthorised expenditure that was reported to the Section 32 committee, an item was prepared to serve at the Section 32 committee on the

irregular expenditure identified by the Auditor General. Fruitless and wasteful expenditure was recovered from Officials. There were no UIF&W expenditure to report in the period.

12. RECOMMENDATIONS

1. That the Executive Mayor take note of the July 2022 Supply Chain Management Implementation report and that it be made public in accordance with Section 21A of the Municipal Systems Act.

ANNEXURE "A" – Minutes of Bid Adjudication Meeting

SCM report for the month of July 2022

