



# MUNISIPALITEIT MUNICIPALITY UMASIPALA

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Verwysing / Reference 8/1/B

Navrae / Enquiries

☎ (027) 482 8000

☎ (027) 482 1933

✉ admin@cederbergraad.co.za

✉ Privaatsak/Private Bag X2

CLANWILLIAM

8135

## SUPPLY CHAIN MANAGEMENT IMPLEMENTATION REPORT: 2ND QUARTER: 01 OCTOBER 2022 – 31 DECEMBER 2022

**DEPARTMENT:** FINANCIAL SERVICES  
**REPORT FROM:** FINANCIAL SERVICES  
**AUTHOR:** **MANAGER: SUPPLY CHAIN MANAGEMENT**  
**DATE:** 10 JANAUARY 2023

### 1. 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 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 ended December 2022.

### 2. BACKGROUND

- 2.1** Section 6 (3) of the Cederberg Municipality's Supply Chain Management Policy Incorporating Preferential Procurement (SCM Policy) requires that the Accounting Officer submits a quarterly report on the implementation of the Policy to the Executive Mayor and an annual report to the municipal Council.
- 2.2** This report contains schedules of Tenders, Formal Written Price Quotations awarded, Awards above R100 000 as well as Deviations from the SCM Policy, considered and approved by the Accounting Officer

### 3. COMPLIANCE PROGRESS

#### 3.1 COMMITTEE SYSTEM FOR COMPETITIVE BIDS (TENDERS)

#	Committee	Composition & Function
1.	Bid Specification	BSC will compose of a Senior Manager, manager or senior official of

Rig alle korrespondensie aan die Munisipale bestuurder / Address all correspondence to the Municipal manager.

	Committee- BSC	the user department, an official of a division requiring the goods or services [user], and a member of the SCM Unit. To comment on specifications for bids submitted by the user department at the Municipality in an unbiased manner to allow all potential bidders to offer their goods and services and to recommend to the Director that the specifications may be advertised.
2.	Bid Evaluation Committee- BEC	BEC will compose of a Chairperson, responsible official of the department concerned and SCM Official. (i) To submit a report and recommendations regarding the award to the Bid Adjudication Committee for consideration and/or approval.
3.	Bid Adjudication Committee- BAC	At least 4 Heads of Department and a Senior SCM Practitioner, with the CFO as Chairperson. Considers recommendations from the BEC and make awards or recommend to the MM to award if R 10 million and more.

**Members of the bid committees are required to declare to undertake the following:**

- That all information, documentation and decisions regarding any matter before the committee is confidential and undertakes not to make known anything in this regard;
- To treat all service providers and potential service providers equitably and will not purposefully favour or prejudice anybody; and
- To make known details of any private or business interest he or she or any close family member, partner or associate may have in any proposed procurement or disposal of, or in any award or contract that they will immediately withdraw from participating in any matter whatsoever.
- The members of the Bid Committees have duly undertaken to uphold the confidentiality, to be fair in all dealings and to declare their personal interests, if any. None of the members had conflicts of interest to declare.

**TENDERS ADVERTISED: COMPETITIVE BIDDING FOR ALL CONTRACTS VALUED MORE THAN R200 000**

Contract Reference Number	Contract Description	Progress	Awarded Amount
CED 03/2022-2023	Analysing and reporting of water and wastewater treatment samples within the cederberg municipality area	Awarded: AL Abott & Associates (Pty) Ltd	R1 406 626.62
CED 13/2022-2023	Supply and delivery of three standby generators	Awarded: CHE Electrical Engineering (Pty) Ltd	R911 501.50
R66 626.40 p/month	Provision of transit of monies for cederberg municipal area	Awarded: Fidelity Cash Solutions	R799 516.80

**FORMAL WRITTEN PRICE QUOTATIONS : ALL CONTRACTS VALUED MORE THAN R30 000 BELOW R200 000**

Contract Reference Number	Contract Description	Progress	Awarded Amount
Q04/2022-2023	SUPPLY AND DELIVERY OF SAFETY PROTECTIVE CLOTHING FOR TRAFFIC- AND LAW ENFORCEMENT OFFICERS	Awarded: Safety Protective Clothing	R83 368.11
Q07/2022-2023	SUPPLY AND DELIVERY OF 200L GEYSERS TO LAMBERTS BAY CARAVAN PARK	Awarded: Memotek Trading CC	R49 261.00
Q09/2022-2023	SUPPLY AND DELIVERY OF 240L WHEELIE BINS TO CEDERBERG MUNICIPALITY	Awarded: Nolada 8 (Pty) Ltd	R166 060.00
Q10/2022-2023	SUPPLY AND DELIVERY OF 220 SEAT LICENSE FOR ESET ENDPOINT SECURITY	Awarded: Zarcom CC	R51 750.00

### 3.2 AWARDS ABOVE R100 000

Contract Reference Number	Contract Description	Total value of contract	Awarded Amount (R)	Contract Value (R)	Premium %	Level	Competition Category (Service/Duration)	Contract Value (R)	Contract Value (R)	Contract Value (R)	Contract Value (R)	Contract Value (R)
Q04/2022-2023	REPAIR AND MAINTENANCE OF GENERATORS	R 146 613.00	R 146 613.00	R 0.00	0.00%	Competitive	10000 r/s	na	na	na	na	na
<b>Total</b>		<b>R 146 613.00</b>	<b>R 146 613.00</b>	<b>R 0.00</b>	<b>0.00%</b>							

Contract Reference Number	Contract Description	Total value of contract	Awarded Amount (R)	Contract Value (R)	Premium %	Level	Competition Category (Service/Duration)	Contract Value (R)	Contract Value (R)	Contract Value (R)	Contract Value (R)	Contract Value (R)
Q04/2022-2023	SUPPLY AND DELIVERY OF 240L WHEELIE BINS TO CEDERBERG MUNICIPALITY	R 166 060.00	R 166 060.00	R 0.00	0.00%	Competitive	10000 r/s	na	na	na	na	na
Q09/2022-2023	ANALYSING AND REPORTING OF WATER AND WASTEWATER TREATMENT SAMPLES WITHIN THE CEDERBERG MUNICIPALITY AREA	R 1 406 928.00	R 1 406 928.00	R 0.00	0.00%	Competitive Bidding	6000 r/s	na	na	na	na	na
Q07/2022-2023	SUPPLY AND DELIVERY OF THREE STANDBY GENERATORS	R 49 261.00	R 49 261.00	R 0.00	0.00%	Competitive Bidding	6000 r/s	na	na	na	na	na
Q10/2022-2023	PROVISION OF TRANSIT LICENSES FOR CEDERBERG MUNICIPALITY AREA	R 51 750.00	R 51 750.00	R 0.00	0.00%	Competitive Bidding	6000 r/s	na	na	na	na	na
<b>Total</b>		<b>R 2 073 999.00</b>	<b>R 2 073 999.00</b>	<b>R 0.00</b>	<b>0.00%</b>							

### 3.3 DEVIATIONS FROM THE SCM POLICY

Date	Order No	Description	Awarded To	Deviation Category	Amount
04/10/2022	F0000347	During stage 6 the municipality needed to have the generators in our area repaired. Mount Synott was the only service provider at the time who was willing to help on such a short notice. We needed to repair the generators to sustain and ensure that we remain operational.	Mount Synott	Emergency 36(1)(b)(i))	R146 613.00
26/10/2022	F0000463	During stage 6 loadshedding the generator (Barcode -	CMB Motoronderdele	Emergency 36(1)(b)(i))	R15 208.23

		11963) at our head office in Clanwilliam needed to be repaired as the faulty generator had a huge impact on a daily operations. Our server was also at risk and the possibility that it could crashed all data would be lost.			
07/11/2022	F0000498	Hire of 5 Generators for seven days. During heavy loadshedding (June 2022 & July 2022) the community of Citrusdal and Clanwilliam experienced a water shortage which had triggers a health risk due to the sanitation services which was under severe pressure due to the constant loadshedding that was experienced, which urge council to act without any delay.	NEJ Transport		R40 132.70
08/11/2022	F0000500	Bermud valve must be repaired after it was vandalized on 6 November 2022. The valve is situated on the main water supply line that feeds part of Citrusdal. It's a critical element on the infrastructure that regulates the water pressure from the main reservoir to the residence.	MACSTEEL SERVICE CENTRES SA	Sole Supplier - 36(1)(b)(ii)	R27 550.55
30/11/2022	F0000607	On Sunday, 06/11/22 a medium voltage cable supplying the transformer at companion Street and it caused the cable termination to burn, possible due to ageing. This needed to be repaired immediately because Graafwater North, - South and New Hopland were all affected. If we didn't repair the cable, we would left these people without electricity. We tried	DE KOCK & CRONJE	Emergency 36(1)(b)(i)	R40 132.70

		to find other contractors, but De Cock and Cronje were the only company willing to help. They were contacted by the Manager:Electro-Technical Department on sunday @ 11h26 AM, 06/11/2022.			
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The applications for deviations are monitored continuously in an attempt to reduce the incidents and specifications for competitive bidding processes are requested immediately upon identification of recurring deviations.

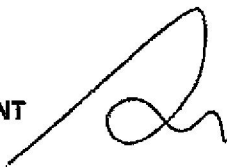
**5. FINANCIAL IMPLICATIONS**

None

**6. RECOMMENDATION**


That the 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 ended December 2022 be approved.

**MANAGER: SUPPLY CHAIN MANAGEMENT  
MS J MAARMAN**



**RECOMMENDED BY: ACTING DIRECTOR FINANCIAL SERVICES**

**DATE:** ..... 10/1/2023 .....

**Mr C APPEL :** .....  .....

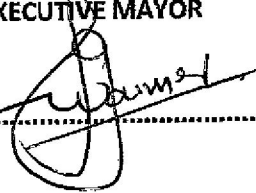
**APPROVED BY : ACTING MUNICIPAL MANAGER**

**DATE:**.....

**MR B KANNEMEYER:**  .....

**SUBMITTED TO EXECUTIVE MAYOR**

**DATE:** .....

**W FARMER:**  .....