



RB9.1.2/28-03-2019

2019/2020 DRAFT ANNUAL BUDGET

Draft Annual Budget Speech by the Executive Mayor:

“Dit is my voorreg, eer en as Uitvoerende Burgemeester my plig om ingevolge artikel 16 (2) van die Wet op Munisipale Finansiële Bestuur die 2019/2020 to 2021/2022 Medium Termyn Inkomste en Uitgawe Raamwerk ter tafel te lê.

Aangesien hierdie begroting die voorgestelde finansiële plan vir die volgende 3 jaar insluit, het dit natuurlik 'n impak op die gemeenskap as geheel en dit is dus uiters belangrik om die gemeenskap te raadpleeg om bewustheid te skep en om gesamentlike eienaarskap en verantwoordelikheid te ondersteun in die bestuur van die munisipaliteit se finansiële sake.

Die 2019/20-begrotingsoorsig beklemtoon dat, hoewel globale risikofaktore hoog bly, die wêreldekonomie steeds 'n ondersteunende platform bied vir Suid-Afrika om handel en belegging uit te brei. Die ekonomiese groei in die wêreld is op sy hoogste sedert 2014 en hou steeds tred met die groei in bruto binnelandse produk (BBP) wat oor al die breë ekonomieë toeneem.

Suid-Afrika het 'n tydperk van uitgerekte swak ekonomie ervaar wat privaat belegging verminder. Dit kan toegeskryf word aan huishoudelike beperkinge, wat verband hou met politieke onsekerheid en dalende sake- en verbruikersvertroue. Die plaaslike ekonomie begin vroeg in 2017 herstel ná 'n kort resessie, maar die verbetering is onvoldoende. Die groei het stagneer op minder as 2% en die werkloosheid bly hoog op 26,7%. Die voorvereistes vir verhoogde inkomste en uitgebreide dienslewering is vinniger groei, belegging en werkskepping.

Die hoofrisiko's vir die ekonomiese vooruitsigte is voortgesette beleidsonsekerheid en agteruitgang in die finansies van staatsbesit. Die

droogte wat in verskeie provinsies ervaar word, bied groot risiko's vir landbou en toerisme vir die komende tydperk, en dit kan werk in hierdie sektore bedreig. Die huidige waterkrisis in die Wes-Kaap en ander provinsies sal ekonomiese groei beïnvloed. Terwyl die droogte se impak onduidelik is, hang baie af van hoe lank dit sal heers, die mate waarin spesifieke opvanggebiede geraak word, en die sukses van versagtende maatreëls.

Hierdie ekonomiese uitdagings sal voortgaan om druk uit te oefen op ~~munisipale inkomste- en invorderingsvlakke~~. Daarom word 'n konserwatiewe benadering aangeraai vir inkomsteprojektsies. Munisipaliteite wat deur die droogte geraak word, moet ook die impak daarvan op inkomste voortbrenging oorweeg. Daarbenewens sal munisipaliteite hul pogings moet verbeter om nie-prioriteitsbesteding te beperk en streng maatreëls vir kostebepanking te implementeer.

Cederberg Munisipaliteit is geensins immuun teen die harde ekonomiese realiteite nie. Cederberg Munisipaliteit, soos soveel ander munisipaliteite in Suid-Afrika, word gekonfronteer met verskeie uitdagings wanneer gehalte basiese dienste gelewer moet word op die finansiële en administratiewe vermoëns van die munisipaliteit. Hierdie uitdagings sluit in, maar is nie beperk tot die volgende nie:

- Verouderde infrastruktuur as een van die grootste bedreigings vir volhoubare dienslewering;
- Bevolkingsgroei plaas druk op die munisipale infrastruktuur om aan diensleweringse behoeftes te voldoen;
- Behuisingsagterstande;
- Armoede in die munisipale gebied en die vermoë om vir basiese dienste te betaal; en
- Uitputting van kontantreserwes

Die BBP-groeikoers word in 2019 op 1,5% voorspel en 2,1% in 2021. Swak ekonomiese prestasie en oorblywende probleme in belastingadministrasie het groot inkomste tekorte tot gevolg gehad

Die verslegtende finansiële posisie van staatsbeheerde maatskappye het addisionele druk op die openbare finansies geplaas. In die lig van hierdie oorwegings is die begrotingsprioriteite van 2019 die volgende:

Beperk die begrotingstekort.

Ondersteun herstrukturering van die elektrisiteitssektor.
Hernu ekonomiese groei deur private beleggings te versterk.
Verbetering in die beplanning en implementering van
infrastruktuurprojekte.

Die Cederberg-gebied se hoofbron van inkomste en werksgeleenthede is van landbou. Met die huidige droogte wat ons in die gesig staar en die ~~Clanwilliam-damvlakke onder 50% is, is daar 'n risiko dat werkloosheidsyfers~~ gedurende hierdie droogtydperk kan styg.

Bestuur binne plaaslike regering speel 'n belangrike rol in die versterking van die skakel tussen die inwoner en die owerheid se oorhoofse prioriteite en bestedingsplanne. Die doel moet wees om dienslewering te verbeter wat daarop gemik is om die lewensgehalte vir alle mense binne die Cederberg-streek te verbeter.

Begroting handel hoofsaaklik oor die keuses wat die munisipaliteit moet maak tussen mededingende prioriteite en fiskale realiteite. Die uitdaging is om meer te doen met die beskikbare hulpbronne. Ons moet gefokus bly op die effektiewe lewering van die kern munisipale dienste deur die toepassing van doeltreffende en effektiewe diensleweringse meganismes.

Die toepassing van gesonde finansiële bestuursbeginsels vir die samestelling van die munisipaliteit se finansiële plan is noodsaaklik en krities om te verseker dat die munisipaliteit finansiële lewensvatbaar bly en dat munisipale dienste volhoubaar, ekonomies en billik aan alle gemeenskappe voorsien word.

Die Munisipale Begrotings en Verslagdoenings regulasies skryf 'n nuwe formaat en inhoud van die jaarlikse begroting en ondersteunende dokumentasie voor. Hierdie regulasies het op 1 Julie 2009 in werking getree. Die jaarlikse begroting moet aan die raad voorgelê word in ooreenstemming met hierdie nuwe regulasies tesame met MFMA sirkuleer 94 en aankope planne vir transaksies bo R 30 duisend.

Die saamgestelde jaarlikse begroting kan soos volg opgesom word.

Buitengewone Provinsiale Koerant nr 8058 gedateer 05 Maart 2019

- Finansiële Bestuur Ondersteuningstoekenning van R480 duisend
- Finansiële Bestuurs kapasiteitsbou toekenning van R380 duisend
- Menslike nedersettingsontwikkelingstoekenning van R12.8 miljoen
- Vervangingsbefondsing vir Biblioteke van R4.6miljoen
- Paaie ondersteuningstoekenning R 69 duisend

Staats Koerant nr 42217 gedateer 08 Februarie 2019

- Equitable Share van R49.2 miljoen
- Finansiële bestuur toekenning van R 2 miljoen
- Munisipale Infrastruktuur toekenning van R15,6 miljoen
- Waterdiens Infrastruktuur toekenning van R30 miljoen
- Geïntegreerde Nasionale Elektrifiseringsprogram van R 9.6 miljoen
- Uitgebreide publieke werke Program van R 1.9 miljoen,

Die inkomste begroting het in totaal gestyg met R22.7 miljoen (7.3%) en kan as volg opgesom word:

- Eiendomsbelasting R46.9 miljoen
- Diensteheffings R150.8 miljoen
- Rente verdien uitstaande Debiteure R3.7 miljoen
- Verkeers Boetes R20.9 miljoen in terme van iGRAP1
- Verkeers Agentskapdienste R3.3 miljoen

Die Uitgawe begroting het in totaal gestyg met R22.4 miljoen (7.5%) en kan as volg opgesom word:

- Werknemersverwante koste R118.5 miljoen
- Finansieringskoste R8.4 miljoen
- Grootmaat elektrisiteit en water aankope R 82.3 miljoen
- Gekontrakteerde dienste R16.2 miljoen
- Die munisipaliteit is genoodsaak om vir die eerste keer brandweerfunksies te begroot vir R 2.6 miljoen .
- Groot fokus in die begroting is om roetine herstelwerk asook om aan wetgewing te voldoen in terme van vullisverwydering.

Top Tien Projekte bedrae sonder BTW

1. WSIG: Citrusdal Riool Suiwerings netwerk: R 20 miljoen
2. Opgradering van Grootmaat Water en Riool Voorsiening (Behuising) – Lambertsbaai: R 17.8 miljoen
3. Water Dienste Infrastruktuur Skenking: R 10 miljoen
4. Opgradering van Paaie en Stormwater Infrastruktuur: Citrusdal: R 9.7 miljoen
- ~~5. Geïntegreerde Nasionale Elektrifiseringsprogram: R 0.6 miljoen~~
6. Busroete Lambertsbaai- R 3.1 miljoen
7. Voltooiing van Clanwillam Sportveld : R 3 miljoen
8. Nuwe vloot voertuie : R 3 miljoen

Tariewe

Tariewe is in lyn soos voorgeskryf in MFMA sirkuleer 94 gedateer 08 Maart 2019

Eiendomsbelasting verhoog met 6%.Die raad gaan ook nie op die eerste R 50 000 van die waarde van die eiendom geen belasting hef nie.Belasting korting is ook in gebring vir pensionarisse op n glyskaal.

Water tariewe verhoog met 6%

Elektrisiteit tariewe in konsep behorting verhoog met 11.2% in lyn met riglyne van SALGA aangesien geen NERSA kommunikasie beskikbaar was met die opstel van die konsep begroting.Die Munisipaliteit het op 27 Maart 2019 kommunikasie ontvang dat die verhoging vir verbruikers 13.87% en vir munisipaliteite 15.63% onderskeidelik gaan wees.

Vullisverwydering verhoog met 6% op basies heffings en 15% vir die fisiese diensgelwer in lyn met lewensvatbaarheid studie wat gedoen is om die koste van die streeks stortingsreën te dek.

Rioldienste verhoog met 6%

Vakansieoorde en algemene tariewe verhoog met 6%

Deernis kliente

Die armes van die armes kry die volgende gratis dienste vanaf die munisipaliteit.

50 eenhede gratis Elektrisiteit

6 Kiloliter gratis Water

40% afslag op Eiendomsbelasting asook vrystelling van waarde tot op R 50.000

100% afslag op Riool

Vullisverwyderings word die basiese heffings vrygestel.

Een van die belangrikste funksies van politieke leierskap en strategiese bestuur is om bykomende fondse te verkry deur proaktiewe beplanning van projekte en die indien van sakeplan aan provinsiale en nasionale regeringsdepartemente. Die administrasie is positief dat hulle die kapitaalbegroting kan spandeer op die broodnodige kapitaalprojekte om die lewensgehalte van ons inwoners te verbeter. My span en ek wil graag vir elke inwoner van Cederberg verseker dat ons onvermoeid sal werk om dorpe van uitnemendheid vir almal te skep met die fondse wat aan ons toevertrou is.

Dankie vir elke raadslid wat die begroting inset sessies bygewoon het. Die administrasie gaan datums kommunikeer aan die raad vir die finale insette op die konsep begroting sodat die dokumente en beleide gewerkswinkel kan word voor die finale goedkeuring van die begroting einde Mei.

Geagte Speaker in die item wat voor die Raad dien en die aanbevelings soos uiteengesit in die jaarlikse begrotings item, lê ek hiermee formeel die aanbevelings aan die Raad voor vir, oorweging en goedkeuring van die konsep jaarlikse begroting 2019/2020 tot 2021/2022 vir die publiek se insette in terme van Seksie 21A van die Munisipale Stelsel Wet 2000 (Wet 32 van 2000).'

RESOLVED:

1. Council approves the draft annual budget Report APPENDIX A.
 2. Council approves the draft annual budget tables as prescribed by the Budgeting and Reporting Regulations, as set out in APPENDIX B.
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3. Council approves the draft annual budget supporting tables as prescribed by the Budgeting and Reporting Regulations, as set out in APPENDIX C.
 4. Council approves the Quality Certificate signed by the Accounting Officer, as set out in APPENDIX D.
 5. Council approves the revised budget related policies, as set out in APENDIX E.
 - Absenteeism and Desertion Policy
 - Accounting Policy to the AFS
 - Asset Management Policy
 - Borrowing Policy
 - Budget Policy
 - Cash Management Policy
 - Cederberg Risk Management Policy Annex A - rating scales amended
 - Code of Ethics Policy
 - Consumer Service Charter - Cederberg LM
 - Customer Care Improvement Policy
 - Customer Care, Credit Control and Debt Collection Policy
 - Drought Communication Strategy
 - E3-Sexual Harassment policy
 - Education Training and Development Policy
 - Employment Equity Policy
 - Enterprise Risk Management Policy
 - Enterprise Risk Management Strategy
 - Finance Management Internship Policy
 - Fleet Management Policy
 - Fleet Pol. 1 Trip Authorisation - Outside Cederberg

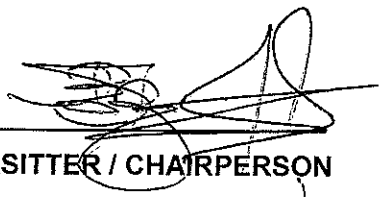
- Fleet Pol. 2 - After Hours Usage authority
- Fleet Pol. 3 - Monthly inspection register
- Fleet Pol. 4 Accident report form
- Fleet Pol. 5- Motor Claim Form
- Fleet Pol. 6 - Log sheet
- Fleet Pol. 7 - Pre - Trip Inspections
- Fleet Pol. 8 Trip Authorisation form - Pool Vehicles
- Fleet Pol. 9 Logstate inhandig
- Fraud and Corruption Prevention Policy
- ~~Fraud and Corruption Prevention Strategy~~

- Free Basic Energy Policy Guidelines
- Funding and Reserves Policy
- HIV AND AIDS Workplace Policy
- ICT Data Backup and Recovery Policy
- ICT Municipal Corporate Governance of ICT - Cederberg
- ICT Operating System Security Controls Policy
- ICT Security Controls Policy
- ICT User Access Management Policy
- ICT Strategy Implementation Plan
- IGR Policy
- Indigent Support Policy
- Insurance Management Policy
- Investment Policy
- Kollektiewe ooreenkoms rakende Dissiplinere Prosedure
- Long-Term Financial Plan Policy
- Out of Pocket Expenses Policy
- Overtime & Standby Policy
- Performance Management Framework Policy
- Petty Cash Policy
- Property Rates Policy
- Records Management Policy
- Revenue Enhancement Policy
- Risk and Ethics Management Committee Terms of Reference
- Risk assessment Methodology
- Risk Management Committee Charter
- Risk Management Policy
- Risk Management Risk Appetite Framework
- Risk Management Strategy
- Social Media

- Special Rating Areas Policy
- Study Bursary Policy
- Substance Abuse Policy
- Supply Chain Management Policy - Cederberg Municipality 2018
 - Annexure A: General principles governing the municipality in its interaction with bidders
 - Annexure B: Criteria to Evaluate Technical and Financial Ability
 - Annexure C: The Code of Conduct for Supply Chain Management Practitioners and Other Role Players
 - Annexure D: National Small Business Amendment Act, 2003 - Schedule
 - Annexure E: Delegations for Supply Chain management Policy
- Tariff Policy
- Travel and Subsistence Allowances Policy
- Virement Policy - MSCOA compliant
- Watermeter Vervangings Beleid
- Whistle Blowing Policy
- Write-Off Policy

6. Council approves the property rates and charges on properties, tariffs, tariff structures and service charges for water, electricity, refuse, sewerage and other municipal services, as set out in APPENDIX F.
7. That council approves the Procurement Plans & Budget Locking certificate, as set out in APPENDIX H & I
8. The Draft Budget for the period 2019/2020 is made available to the public for comment.

Proposed: Cllr. R Pretorius
Seconded: Cllr. F Sokuyeka

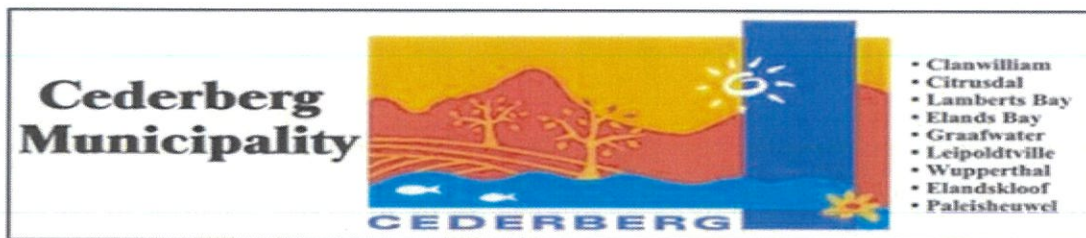
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VOORSITTER / CHAIRPERSON

28-03-2019

DATUM / DATE

CEDERBERG MUNICIPALITY



SUPPLY CHAIN MANAGEMENT POLICY

ADOPTED:	10 JULY 2007
1ST AMENDMENT:	31 MAY 2012
2ND AMENDMENT:	30 MAY 2016
3RD AMENDMENT:	31 MARCH 2017
4TH AMENDMENT	30 May 2017
5TH AMENDMENT	07 JULY 2017
6TH AMENDMENT	28 FEBRUARY 2018
7th AMENDMENT	

PART A

This Policy consists of two parts:

Part A is the **Supply Chain Management Policy**, adopted in terms of section 111 of the Local Government: Municipal Finance Management Act, No. 56 of 2003 and the Municipal ~~Supply Chain Management Regulations, Notice 888 of 30 May 2005,~~

and

Part B is the **Preferential Procurement Policy**, adopted in terms of section 5 of the Preferential Procurement Policy Framework Act, No. 5 of 2000 and the Preferential Procurement Regulations, 2017.

CEDERBERG MUNICIPALITY
SUPPLY CHAIN MANAGEMENT POLICY – PART A

PART A

MUNICIPAL SUPPLY CHAIN MANAGEMENT POLICY
LOCAL GOVERNMENT: MUNICIPAL FINANCE MANAGEMENT ACT, 2003

The Council of the Cederberg Municipality resolved on 25 May 2012 in terms of section 111 of the Local Government: Municipal Finance Management Act (no. 56 of 2003) to adopt the following as the Supply Chain Management Policy of the municipality:

**CEDERBERG MUNICIPALITY
SUPPLY CHAIN MANAGEMENT POLICY – PART A**

TABLE OF CONTENTS

1. Definitions

**CHAPTER 1:
ESTABLISHMENT AND IMPLEMENTATION OF SUPPLY
CHAIN MANAGEMENT POLICY**

2. Supply chain management policy

3. Adoption and amendment of supply chain management policy

4. Delegation of supply chain management powers and duties

5. Sub-delegations

6. Oversight role of council

7. Supply chain management units

8. Training of supply chain management officials

CHAPTER 2:

FRAMEWORK FOR SUPPLY CHAIN MANAGEMENT POLICY

9. Format of supply chain management policy

Part 1: Demand management

10. System of demand management

Part 2: Acquisition management

11. System of acquisition management

12. Range of procurement processes

13. General preconditions for consideration of written quotations or bids

14. Lists of accredited prospective providers

15. Petty cash purchases

16. Written quotations

17. Formal Written price quotations

18. Procedures for procuring goods or services through written price quotations and formal written price quotations

19. Competitive bidding process

20. Process for competitive bidding

21. Bid documentation for competitive bids

22. Public invitation for competitive bids

23. Procedure for handling, opening and recording of bids

CEDERBERG MUNICIPALITY
SUPPLY CHAIN MANAGEMENT POLICY – PART A

24. Negotiations with preferred bidders and communication with prospective providers and bidders
 25. Two-stage bidding process
 26. Committee system for competitive bids
 27. Bid specification committees
 28. Bid evaluation committees
 29. Bid adjudication committees
-
30. Procurement of banking services
 31. Procurement of IT related goods or services
 32. Procurement of goods and services under contracts secured by other organs of state
 33. Procurement of goods necessitating special safety arrangements
 34. Proudly SA Campaign
 35. Appointment of consultants
 36. Deviation from, and ratification of minor breaches of, procurement processes
 37. Unsolicited bids
 38. Combating of abuse of supply chain management system

Part 3:

Logistics, Disposal, Risk and Performance Management

39. Logistics management
40. Disposal management
41. Risk management
42. Performance management

CEDERBERG MUNICIPALITY
SUPPLY CHAIN MANAGEMENT POLICY – PART A

Part 4: Other

matters

- 43. Prohibition on awards to persons whose tax matters are not in order
 - 44. Prohibition on awards to persons in the service of the state
 - 45. Awards to close family members of persons in the service of the state
 - 46. Ethical standards
-
- 47. Inducements, rewards, gifts and favours
 - 48. Sponsorships
 - 49. Objections and complaints
 - 50. Resolution of disputes, objections, complaints and queries
 - 51. Right of appeal
 - 52. Contract Management
 - 53. Expansion or variation of orders against original contract values**
 - 54. Contracts providing for compensation based on turnover
 - 55. Unsatisfactory performance
-
- 56. Handling of proprietary information
 - 57. Short title and commencement

CEDERBERG MUNICIPALITY
SUPPLY CHAIN MANAGEMENT POLICY – PART A

Part 5: Annexures

ANNEXURE A -	General principles governing the municipality in its interaction with bidders
ANNEXURE B -	Criteria to Evaluate Technical and Financial Ability
ANNEXURE C -	The Code of Conduct for Supply Chain Management Practitioners and Other Role Players
ANNEXURE D -	National Small Business Amendment Act, 2003 - Schedule
ANNEXURE E -	Delegations for Supply Chain management Policy
ANNEXURE F -	Infrastructure Procurement and Delivery Management
ANNEXURE G -	Listing Criteria For Accredited Prospective Providers (Central Supplier Database)
ANNEXURE H -	Designated Sectors – Local Content

1. Definitions

In this Policy, unless the context otherwise indicates, a word or expression to which a meaning has been assigned in the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) has the same meaning as in the Act, and –

"Accounting Officer"	means a person appointed by the Municipality in terms of Section 82 of the Local Government: Municipal Structures Act, 1998 (Act No. 117 of 1998) and who is the head of administration and also the Municipal Manager for the Municipality.
"Act" or "MFMA"	means the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003);
"Business day"	means any day of the week except Saturday, Sunday and public holidays as determined in the Public Holidays Act, 1994 (Act No. 36 of 1994)
"CFO"	means Chief Financial Officer of the Municipality or Director: Finance in this instance;
"CIDB"	means Construction Industry Development Board
"close family member"	means: (a) spouse or partner (b) parent (c) children
"closing date"	means the time and day specified in the bid documents and/or advertisement of the receipt of bids.
"competitive bidding process"	means a competitive bidding process referred to in paragraph 12 (1) (f) of this Policy;
"competitive bid"	means a bid in terms of a competitive bidding process;

“Central Supplier Database” means a single database that serves as the source of all supplier information for all spheres of government. A municipality or municipal entity must keep a list of prospective suppliers in terms of Regulation 14 of the Supply Chain Management Regulations. The CSD are verifying the following information:

- (a) Business registration; including details of directorship and membership;
- (b) Bank account holder information;
- (c) In service of the state status (Persal);
- (d) Tax compliance status;
- (e) Identity numbers;
- (f) B-BBEE status level;
- (g) Tender defaulting and restriction status;

Note:

- ~~(b) Bank account information is verified for ease of transacting and compliant financial management and not as a mandatory requirement for sourcing and procurement processes.~~
- (c) In the service of the state: Please note this check is currently done on state employees who have a PERSAL number, but will also be verified for municipalities, municipal entities and public entities from 1 October 2016.
- (f) B-BBEE will only be verified from 1 October 2016;

“contract” means the agreement that results from the acceptance of a bid by the Municipality;

“disability” means, in respect of a person, a permanent impairment of a physical, intellectual, or sensory function, which results in restricted, or lack of, ability to perform an activity in the manner, or within the range, considered normal for a human being.

“delegation” in relation to a duty, includes an instruction a request to perform or to assist in performing the duty.

“Emerging Enterprise” means an enterprise which is owned, managed and controlled by previously disadvantaged persons and which is overcoming business impediments arising from the legacy of apartheid.

“final award” in relation to bids or quotations submitted for a contract, means the final decision on which bid or quote to accept;

“ePortal” means an electronic web portal is one specially designed web site that brings information together from diverse sources in a uniform way. The electronic portal is administrated by National Treasury and will be used to advertise bids, publish opening results of bids and awards;

“financial interest” means where a municipal staff member is a close family member of a person who is the owner, partner, principal shareholder or member, manager or who serves on the board of directors, etc of a tendering enterprise;

“formal written price quotation” means quotations referred to in paragraph 12 (1) (d) & (e) of this Policy;

“IDP” means Integrated Development Plan;

“in the service of the state” means to be –

- (a) a member of –
 - (i) any municipal council;
 - (ii) any provincial legislature; or
 - (iii) the National Assembly or the National Council of Provinces;

- (b) a member of the board of directors of any municipal entity;
- (c) an official of any municipality or municipal entity;
- (d) an official of any national or provincial department, national or provincial public entity or institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
- (e) an executive member of the accounting authority of any national or provincial public entity; or
- (f) an employee of Parliament or a provincial legislature;

~~*"long term contract"*~~

~~means a contract with a duration period exceeding one year;~~

"list of accredited prospective providers"

means the list of accredited prospective providers which the Cederberg Municipality must keep in terms of paragraph 14 of this policy;

"micro-enterprise"

means a very small business, often involving only the owner, some family members and at the most one or two paid employees. They usually lack 'formality' in terms of business licences, value-added tax (VAT) registration, formal business premises, operating permits, operating permits and accounting procedures. Most of them have a limited capital base and only rudimentary technical or business skills among their operators. However, many micro-enterprises advance into viable small businesses. Earning levels of micro-enterprises differ widely, depending on the particular sector, the growth phase of the business and access to relevant support.

"municipality"	means the Cederberg Municipality;
"notice boards"	means the official notice boards at the municipal offices and libraries;
"other applicable legislation"	means any other legislation applicable to municipal supply chain management, including – <ul style="list-style-type: none"> a) the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000); b) the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003); c) the Construction Industry Development Board Act, 2000 (Act No.38 of 2000); d) the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003); e) the Local Government: Municipal Systems Act, 2000 (Act No 32 of 2000); f) the Local Government: Municipal Structures Act, 1998 (Act No. 117 of 1998); g) the Prevention and Combating of Corrupt Activities Act, 2000 (Act No. 12 of 2004); h) the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003): Municipal Supply Chain Management Regulations; i) the Preferential Procurement Regulations,2017 j) National Treasury, MFMA Circular No. 34, Municipal Finance Management Act No. 56 of 2003, Reporting of awards above R 100 000 k) National Treasury, MFMA Circular No. 46, Municipal Finance Management Act No. 56 of 2003, Checking the prohibition status of recommended bidders l) National Treasury, MFMA Circular No. 50, Municipal Finance Management Act No. 56 of 2003, Preparation of the municipal audit file (Stores & Consumables) m) National Treasury, MFMA Circular No. 52, Municipal Finance Management Act No. 56 of 2003, Prohibition of restricted practices n) National Treasury, MFMA Circular No. 53, Municipal Finance Management Act No. 56 of 2003, Amended guidelines in respect of bids that include functionality as a criterion for evaluation
"Policy"	means the Supply Chain Management Policy of the Cederberg Municipality;
"quotation"	means a stated price that a supplier expects to receive for the provision of specified services, works or goods;
"Regulations"	means the Local Government: Municipal Finance Management Act, 2003, Municipal Supply Chain Management Regulations published by Government Notice 868 of 30 May 2005;
"SDBIP"	means Service Delivery and Budget Implementation Plan;
"senior manager"	means an employee appointed in terms of Section 56 of the Municipal Systems Act and any manager who reports directly to a Section 56 employee;
"single provider"	Sole supplier- One and Only (Alone of its kind) Supplier (Oxford Dictionary). If such goods or services are produced or available from a single provider only. There is no competition and only one bidder exists (for example, sole distribution rights);
"small business"	means a separate and distinct business entity, including cooperative enterprises and non-governmental organisations, managed by one owner or more which, including its branches or subsidiaries, if any, is predominantly carried on in any sector or sub-sector of the economy mentioned in column 1 of the Schedule, attached as Annexure D , and which can be classified as a micro-, a very small, a small or a medium enterprise by satisfying the criteria mentioned in columns 3,4 and 5 of the Schedule opposite the smallest relevant size or class as mentioned in column 2 of the Schedule "survivalist enterprise"
"supply chain management practitioners"	

include
the Chief
Financial
Officer
and the
Supply
Chain
Manager;

with little capital invested, virtually no skills training in the particular field and only limited opportunities for growth into a viable business. This category is characterised by poverty and the attempt to survive.

means a business set up by people
unable to find a paid job or get into
an economic sector of their choice.
Income generated from these
activities usually falls far short of
even a minimum income standard,

"tender"

means a 'bid' or a 'quotation' in relation to a "Tender Box";

"tender box"

means the specified tender box at the offices of Cederberg Municipality, 2 A Voortrekker Street, Clanwilliam.

"Treasury guidelines"

means any guidelines on supply chain management issued by the Minister in terms of section 168 of the Act;

"Validity Period"

means the period for which a bid is to remain valid and binding as stipulated in the relevant tender document.

"written quotations"

means quotations referred to in paragraph 12(1)(c) of this Policy.

- Words importing the singular shall include the plural and *vice versa* and words importing the masculine gender shall include females and words importing persons shall include companies, closed corporations and firms, unless the context clearly indicates otherwise.
- All amounts / limits stated in this document shall be deemed to be inclusive of Value Added Tax (VAT).