



# **Supply Chain Management Implementation Report**

**For the period ended March 2024**

To The Executive Mayor

In accordance with Regulation 6(3) of the Municipal Supply Chain Management Regulations, I submit the required report on the implementation of Swartland Municipality's Supply Chain Management Policy for the period: 1 January 2024 to 31 March 2024 for purposes of joint oversight.

Municipal Manager  
4 April 2024

## Executive Summary

### Introduction

This report is a summary of the implementation of the Supply Chain Management Policy. It highlights the implementation of Supply Chain Management in the Swartland Municipality. Regulation 6(3) of the SCM Regulations requires the Accounting Officer to report quarterly on the implementation of the Supply Chain Management Policy to the Mayor, in order to strengthen oversight.

### Implementation of Supply Chain Management Policy

The Supply Chain Management Policy was adopted by Council on 1 January 2006 to fully comply with the SCM Regulations communicated under National Treasury general notice 868, Gazette no. 27636. The Supply Chain Management Policy has been reviewed and approved by Council on 30 January 2024.

### Committees

The below mentioned committees are established and are functioning fully according to Council's Supply Chain Management Policy and the Supply Chain Management Regulations. The committees are as listed below:

- Bid Specification Committee (BSC)
- Bid Evaluation Committee (BEC)
- Bid Adjudication Committee (BAC)

### Tenders Awarded

During the quarter the BAC met **3 times**, and **7** tenders were awarded.

*Attached as Annexure A (Formal Tenders) and Annexure B (Informal Tenders) is a list of all tenders awarded during this quarter by the Bid Adjudication Committee and Manager: Supply Chain Management respectively.*

Herewith a summary of tenders awarded for the 2023/2024 financial year as it pertains to the specific quarter.

	Formal Tenders Awarded			Informal Tenders Awarded	
	Number of Tenders	Bid Committee Meetings	Tender Amount	Number of Tenders	Tender Amount
1 July 2023-30 September 2023	17	5	R 162 155 686.59	29	R 2 775 789.25
1 October 2023-31 December 2023	14	3	R 8 897 935.69	49	R 4 450 908.10
1 January 2024-31 March 2024	7	3	R 23 007 702.41	34	R 2 771 794.76
1 April 2024-30 June 2024	0		R 0.00	0	R 0.00
	<b>35</b>	<b>8</b>	<b>R 194 061 324.69</b>	<b>112</b>	<b>R 9 998 492.11</b>

### Deviations Approved

In accordance with Paragraph 36 of the Supply Chain Management Policy, all deviations from the official procurement processes must be approved and recorded by the Accounting Officer, and reported to Council. The approval of emergency deviations with a transaction value of up to R30,000 (VAT included), has been delegated to the relevant director. The approval of all other

deviations with a transaction value of up to R30,000 (VAT included), has been delegated to the Manager: Supply Chain Management. The total value of deviations, up to a value of R30,000 (VAT included), approved for the period 1 January 2024 to 31 March 2024 amount to **R 308 047.44**. The list of approved deviations is attached as Annexure C.

Herewith a summary of deviations up to a value of R30 000 approved for the 2023/2024 financial year as it pertains to the specific quarter.

	Deviations ≤ R30 000	
	Number of Deviations	Deviations Amount
1 July 2023-30 September 2023	129	R 1 095 009.68
1 October 2023-31 December 2023	168	R 1 481 901.43
1 January 2024-31 March 2024	52	R 308 047.44
1 April 2024-30 June 2024	0	R 0.00
	<b>349</b>	<b>R 2 884 958.55</b>

### **Deviations with Reference to Exceptions from the Supply Chain Processes in terms of the Supply Chain Management Policy**

In paragraph 2(6) of the Supply Chain Management Policy provision is made for exceptions from the supply chain processes regarding the procurement of certain services. These services include the servicing and repairs of vehicles at the vehicle agents, repair of equipment and accommodation and air travel bookings through the local travel agency. In these instances, only 1 quote needs to be obtained. In accordance with paragraph 36(2) of the Supply Chain Management Policy, these deviations must be reported to Council. Attached as "Annexure D", please find a summary of deviations with reference to exceptions from the supply chain processes for the period 1 January 2024 to 31 March 2024.

### **Staffing Issues**

The staff complement of the Supply Chain Management unit is as follows:

- Senior Manager: Supply Chain Management,
- SCM Manager,
- SCM Head: Logistics and Disposal,
- Head: Demand, Acquisition and Evaluation
- Principal Clerk,
- Assistant Store Controller: Issues & Stocktake,
- Store Keeper: Stationery,
- Store Keeper: Purchase/Stock Levels and
- Four SCM Practitioners

### **Systems**

- **Supplier Database**
  - The municipality is using National Treasury's Central Supplier Database with effect from 1 July 2016.

**External Relations**

- The SCM Unit works very closely with the Provincial Treasury on all the legislative requirements. No Supply Chain Forum meetings were held during this quarter.

**Reporting**

All awards made above R300 000 have been registered on the National Treasury ePortal.

**Conclusion**

The Supply Chain Management Unit is continuously improving its processes and procedures in order to ensure that Council receives value for money in terms of demand and acquisitions management.

FORMAL TENDERS (>R300,000) AWARDED: 1 JANUARY 2024 - 31 MARCH 2024						
DATE	CONTRACT NO	CONTRACT NAME	AMOUNT	COMPLETION/DELIVERY PERIOD	CONTRACTOR	CONTRIBUTION LEVEL
2024-02-01	T43/22/23	New Swimming Pool, Wesbank Sports Ground	R20 655 537.26	9 Months	Nammic Western Cape (Pty) Ltd	2
2024-02-22	T23/23/24	Maintenance and Servicing of Chlorine Dosing Equipment for the Period Ending 30 June 2025	Rates	30 June 2025	Maxal Projects (Pty) Ltd	3
2024-02-22	T22/23/24	Supply And Implementation Of Traffic Control Devices In The Swartland Municipal Area On An As And When Needed Basis For The Period Ending 30 June 2025	Rates	30 June 2025	TMT Services and Supplies (Pty) Ltd	1
2024-02-22	T24/23/24	Supply & Delivery of Laptops & Accessories	R551 894.09	4 Weeks	Ubuntu Technology (Pty) Ltd	2
2024-03-18	T25/23/24	Supply, Deliver and Install Audio Conference Unit With Accessories	R813 162.70	2 Weeks	Presentation Solutions (Pty) Ltd	2
2024-03-18	T07/23/24	Community Based Collection of General Solid Waste at Chatsworth, Riverlands and Kalbaskraal for the Period Ending 30 June 2026	Rates	30-Jun-26	WasteWant Waste Management (Pty) Ltd	1
2024-03-18	T29/23/24	Alterations and Refurbishment to Ground and Lower Ground Floor Offices (Phase 1)	R987 108.36	2 Months	F. Bocks Construction	1
			<b>R 23 007 702.41</b>			

## INFORMAL TENDERS (&gt;R30,000≤R300,000) AWARDED: 1 JANUARY 2024 - 31 MARCH 2024

Contract Description	Tender Number	Date Awarded	Approved Amount	Successful Bidder	Contribution Level
Supply and Erect Verandas at the Darling Intercultural Park	SCM89.23.24	10.01.2024	R 98 670.00	Britlow Construction	0
Supply and Delivery of Protective Clothing (Streets)	SCM72.23.24	16.01.2024	R 153 311.10	Swartland Workwear Centre (Pty) Ltd	4
Supply and Install Alarm Equipment at Malmesbury Main Substation	SCM84.23.24	16.01.2024	R 55 491.00	Avalon Works (Pty) Ltd t/a AR 24	4
Supply and Delivery of Library Books	SCM87.23.24	17.01.2024	R 34 498.53	Vuga Booksellers CC	1
Supply and Delivery of 1x Drone	SCM99.23.24	22.01.2024	R 102 588.05	Blue Line Industries	2
Supply and Delivery of IT Network Equipment	SCM94.23.24	25.01.2024	R 91 974.70	Innovo Networks	1
Supply and Delivery of IDMT Over-Current and Earth-Fault Protection Relays	SCM101.23.24	12.02.2024	R 140 328.75	Eya Bantu Professional Services George (Pty) Ltd	3
Provision of Security Services for Mayoral Cup at Sportsground, Alfa Street, Wesbank. Malmesbury	SCM100.23.24	12.02.2024	R 45 400.06	Drakenstein Security And CCTV Room, (Pty) Ltd t/a PACRS	1
Supply and Fit 4x Rear Tyres	SCM104.23.24	14.02.2024	R 28 980.00	West Coast Skies Services	1
Supply and Installation of 1x New Air Conditioner at Traffic Offices, Malmesbury	SCM112.23.24	16.02.2024	R 39 633.46	DDD Electrical (Pty) Ltd	1
Supply and Delivery of Cable Detector	SCM111.23.24	16.02.2024	R 56 786.94	Memotek Trading CC	1
Supply and Install Chlorine Equipment at Riebeek Kasteel WWTW	SCM117.23.24	21.02.2024	R 40 365.69	Maxal Projects SA (Pty) Ltd	3
Supply And Delivery of Breathing Apparatus for Firemen	SCM105.23.24	21.02.2024	R 68 981.60	Drager South Africa (Pty) Ltd	1
Manufacture and Erect Containers at Fair Cape Monitoring Station and Kalbaskraal Borehole Pumping Station	SCM110.23.24	21.02.2024	R 126 431.98	Johan Bester Ingenieurs BK	4
Supply and Delivery of Water Treatment Chemicals	SCM102.23.24	27.02.2024	R 63 250.00	Prime Bio Agri (Pty) Ltd	0
Preparing and Maintaining of Fire Breaks in the Swartland Municipality areas for the period ending 30 June 2024	SCM106.23.24	27.02.2024	Tariffs	Lewis Bush Clearing and Alien Fire Fighting	1
Supply and Delivery of Handheld Devices for Meter Reading	SCM108.23.24	28.02.2024	R 48 472.50	R Data (Pty) Ltd	0
Supply and Install 2x Stainless Steel Duckfoot Sets at Malmesbury WWTW	SCM119.23.24	01.03.2024	R 81 626.70	Trautmann Trading (Pty) Ltd	1
Supply and Install 3x Duckfoot Sets at Esterhof Pump Station, Riebeek West	SCM118.23.24	01.03.2024	R 44 182.87	Trautmann Trading (Pty) Ltd	1
Supply and Delivery of Protective Clothing (EPWP)	SCM121.23.24	01.03.2024	R 42 633.95	Swartland Workwear Centre (Pty) Ltd	4
Supply and Delivery of Light Blue Refuse Bags	SCM115.23.24	06.03.2024	R 294 975.00	Memotek Trading CC	1

<b>Contract Description</b>	<b>Tender Number</b>	<b>Date Awarded</b>	<b>Approved Amount</b>	<b>Successful Bidder</b>	<b>Contribution Level</b>
Supply and Delivery of Sanitary Pads and Adult Diapers	SCM116.23.24	07.03.2024	R 156 140.00	Daneli Traders (Pty) Ltd	1
Internal Painting of Riebeek West Library and Offices	SCM103.23.24	07.03.2024	R 28 100.00	Wot Projects	1
External Painting of Neighbourhood Watch Office, Abbotsdale	SCM120.23.24	12.03.2024	R 23 800.00	Wot Projects	1
Supply, Manufacture and Install Shelving Cupboard at Moorreesburg Library	SCM122.23.24	12.03.2024	R 33 852.85	Nirvana Holdings	1
Re-Install Existing 22kw Pumpset at Malmesbury WWTW	SCM127.23.24	15.03.2024	R 60 231.25	Viking Pony Africa Pumps (Pty) Ltd	1
Supply and Delivery of Office Furniture and Accessories for the Fire Department	SCM113.23.24	18.03.2024	R 98 566.96	Officetech	1
Appointment of Quantity Surveyor Professional for "Alterations and Refurbishment to Ground and Lower Ground Floor Municipal Offices Malmesbury"	SCM129.23.24	19.03.2024	R 37 212.85	OAQS (Pty) Ltd	4
Supply and Delivery of School Backpacks	SCM131.23.24	19.03.2024	R 79 240.75	Swartland Workwear Centre (Pty) Ltd	4
Supply and Installation of 1x New Air Conditioner at Darling East Library	SCM135.23.24	22.03.2024	R 48 933.65	DDD Electrical (Pty) Ltd	1
Replace Main Hydraulic Feed Pump on Road Marking Machine	SCM134.23.24	22.03.2024	R 64 666.80	Martin Gisi	4
Supply and Delivery of Folding Tables	SCM109.23.24	25.03.2024	R 39 588.75	Parkerson Thomas Technologies CC t/a Office tech	1
Installation of Palisade Fencing at Malan Street, Malmesbury	SCM107.23.24	26.03.2024	R 78 500.00	JB Von Wielligh Constuction	1
Supply and Fit 8x Rear Tyres	SCM125.23.24	26.03.2024	R 65 557.36	VWE Installasies BK	0
Supply and Delivery of Traffic and Law Enforcement Uniforms	SCM126.23.24	26.03.2024	R 298 820.66	Spark and Ellis (Pty) Ltd	1
			<b>R 2 771 794.76</b>		



**DEVIATIONS WITH A VALUE EQUAL TO OR LESS THAN R30 000.00 APPROVED FOR THE QUARTER 1 JANUARY 2024 TO 31 MARCH 2024**

<b>Supplier Name</b>	<b>Approval Date</b>	<b>Deviation Type</b>	<b>Department</b>	<b>Total</b>
WJ Cotter Electrical cc	02/01/2024	Emergency	Civil Engineering Services	R 3 599.50
VVE Installasies	03/01/2024	Emergency	Civil Engineering Services	R 2 019.64
Dogs and All	03/01/2024	Impractical	Electrical Engineering Services	R 2 024.74
Flo Specialized Product Solutions cc	10/01/2024	Emergency	Electrical Engineering Services	R 6 658.50
Johan Bester Ingenieurswerke BK	12/01/2024	Emergency	Civil Engineering Services	R 3 000.00
VVE Installasies	16/01/2024	Emergency	Civil Engineering Services	R 3 500.88
Tricom Africa	16/01/2024	Impractical	Civil Engineering Services	R 25 674.90
VVE Installasies	16/01/2024	Emergency	Civil Engineering Services	R 2 052.41
Johan Bester Ingenieurswerke BK	18/01/2024	Emergency	Civil Engineering Services	R 3 801.24
MA Powercable Solutions	19/01/2024	Emergency	Electrical Engineering Services	R 4 800.00
The South Africa Institute of Chartered Accountants (SAICA)	23/01/2024	Sole Supplier	Financial Services	R 16 956.70
FES Manufacturing	23/01/2024	Emergency	Protection Services	R 7 258.11
FES Manufacturing	23/01/2024	Emergency	Protection Services	R 2 615.53
M&E Roofing	24/01/2024	Emergency	Civil Engineering Services	R 10 900.00
Swartland Travel Services	25/01/2024	Impractical	Corporate Services	R 8 655.40
Swartland Travel Services	25/01/2024	Impractical	Financial Services	R 7 050.54
First Battery Centre	25/01/2024	Emergency	Civil Engineering Services	R 7 381.60
Swartland Gazette	25/01/2024	Impractical	Corporate Services	R 3 477.60
Conradie Besproeiing	29/01/2024	Impractical	Civil Engineering Services	R 13 252.60
GW Trautmann CC	01/02/2024	Emergency	Civil Engineering Services	R 2 933.65
VVE Installasies BK	01/02/2024	Emergency	Civil Engineering Services	R 3 720.71
VVE Installasies BK	01/02/2024	Emergency	Civil Engineering Services	R 2 057.59
Swartland Gazette	02/02/2024	Impractical	Corporate Services	R 8 911.35
Swartland Gazette	02/02/2024	Impractical	Corporate Services	R 9 200.00
RVJ Works (Pty) Ltd	05/02/2024	Emergency	Electrical Engineering Services	R 3 183.20
Swartland Gazette	09/02/2024	Impractical	Development Services	R 8 694.00
WOT Projects	14/02/2024	Emergency	Civil Engineering Services	R 2 400.00
Du Plessis & Mostert	15/02/2024	Impractical	Corporate Services	R 2 685.25
Swartland Gazette	20/02/2024	Impractical	Development Services	R 5 651.10
Johan Bester Ingenieurswerke BK	20/02/2024	Emergency	Civil Engineering Services	R 3 430.90
Johan Bester Ingenieurswerke BK	29/02/2024	Emergency	Civil Engineering Services	R 6 472.00
Swartland Gazette	29/02/2024	Impractical	Corporate Services	R 5 060.00
Swartland Gazette	06/03/2024	Impractical	Corporate Services	R 2 173.50
Swartland Joernaal	08/03/2024	Impractical	Corporate Services	R 2 125.20
Johan Bester Ingenieurswerke BK	08/03/2024	Emergency	Civil Engineering Services	R 22 616.00
Swartland Joernaal	08/03/2024	Impractical	Corporate Services	R 10 200.96
Swartland Joernaal	08/03/2024	Impractical	Corporate Services	R 3 400.32
J Lawrence	08/03/2024	Emergency	Civil Engineering Services	R 4 200.00
Swartland Joernaal	11/03/2024	Impractical	Development Services	R 3 612.84
Swartland Joernaal	11/03/2024	Impractical	Development Services	R 8 500.80
Swartland Joernaal	11/03/2024	Impractical	Development Services	R 6 375.60
Swartland Complete Automation	12/03/2024	Emergency	Development Services	R 2 510.00
Kobus du Plessis	14/03/2024	Emergency	Civil Engineering Services	R 2 100.00

<b>Supplier Name</b>	<b>Approval Date</b>	<b>Deviation Type</b>	<b>Department</b>	<b>Total</b>
Swartland Joernaal	18/03/2024	Impractical	Corporate Services	R 2 975.28
Swartland Joernaal	18/03/2024	Impractical	Corporate Services	R 3 220.00
Swartland Joernaal	18/03/2024	Impractical	Corporate Services	R 3 220.00
Swartland Gazette	18/03/2024	Impractical	Corporate Services	R 2 825.55
Swartland Gazette	18/03/2024	Impractical	Corporate Services	R 3 018.75
Isolabantu	18/03/2024	Impractical	Corporate Services	R 2 805.60
Swartland Joernaal	25/03/2024	Impractical	Development Services	R 7 438.20
Swartland Gazette	25/03/2024	Impractical	Development Services	R 7 172.55
Swartland Gazette	27/03/2024	Impractical	Corporate Services	R 8 476.65
				<b>R 308 047.44</b>

## ANNEXURE D

DEVIATIONS WITH REFERENCE TO PARAGRAPH 2(6) OF THE SUPPLY CHAIN MANAGEMENT POLICY (WHERE IT IS IMPRACTICAL TO TEST THE MARKET) FOR THE PERIOD 1 JANUARY 2024 TO 31 MARCH 2024		
SERVICE PROVIDER	AMOUNT	TOTAL TRANSACTIONS
<b><u>Vehicles: Services &amp; Repairs (Para 2(6)d)</u></b>		
600CT Manufacturing (Pty)Ltd	R 22 030.00	1
AFGRI	R 19 936.28	1
Babcock Equipment	R 58 536.57	4
Barloworld Equipment (Pty)Ltd	R 81 476.82	3
Bell Equipment Sales	R 26 832.41	2
HD Transmissions (Pty)Ltd	R 33 793.84	1
JB's Nissan (Diens En Herstel)	R 43 954.89	4
JB's Trucks - UD Trucks Malmesbury	R 458 758.06	24
Kanu Equipment (Kemach)	R 65 743.16	1
Malmesbury Toyota	R 44 280.21	7
Perdeberg Motors	R 140 999.47	12
Rola VW Malmesbury	R 52 127.80	4
TFM Transtech	R 55 048.75	4
Unicape Equipment	R 11 531.00	2
Weskus Meganisasie	R 13 290.96	2
<b><u>Equipment: Repairs (Para 2(6)i)</u></b>		
AFGRI	R 8 188.14	2
Automodell BK	R 2 388.50	1
CAW-Cape Armature Winders	R 27 500.00	1
Conradie Besproeiing	R 3 450.00	1
Darling Hersteldienste	R 5 600.00	1
DDD Electrical (Pty) Ltd	R 6 200.00	1
Euraf Agencies	R 9 530.43	2
FES Manufacturing	R 8 685.72	1
First Battery Centre	R 2 139.13	1
Fremtac Fire and Rescue cc	R 1 844.79	1
Fulcrum Technologies	R 20 680.00	1
HJ van Zyl Meganies BK	R 1 925.00	1
HRM Services	R 7 354.85	1
Hydromatic	R 2 004.00	1
JHL Ingenieurs Verskaffers	R 27 365.75	3
Johan Bester Ingenieurswerke BK	R 4 859.89	2
Louwco Cooling Solutions	R 15 576.40	2
Lumber & Lawn (Pty)Ltd	R 24 459.30	7
MA Powercable Solutions	R 2 782.61	1
Turner Morris cc	R 2 733.14	1
VVE Installasies BK	R 33 170.95	5
WJ Cotter Electrical cc	R 4 005.31	1

SERVICE PROVIDER	AMOUNT	TOTAL TRANSACTIONS
<b><u>IT Software (Para 2(6)b)</u></b>		
Fourier IT Innovations (PTY) Ltd	R 42 041.07	1
Independent Communications Authority of South Africa	R 4 585.22	1
Payday Software Systems	R 56 704.13	3
R-Data (Pty) Ltd	R 78 660.00	1
RT Systems	R 6 191.00	1
Spectrum Communications	R 32 337.86	1
<b><u>Training, Courses, Seminars (Para 2(6)e)</u></b>		
Leadership Academy	R 5 048.26	1
The Institute of Risk Management South Africa	R 4 129.00	1
<b><u>Disaster situation (Para 2(6)f)</u></b>		
Build It	R 3 100.09	1
<b><u>Medical Specialists (Para 2(6)h)</u></b>		
Geard Pharmacy	R 2 040.03	1
WM van Niekerk	R 7 126.09	2
<b><u>Subscription &amp; Membership Fees (Para 2(6)k)</u></b>		
Institute of Environment and Recreation Management	R 2 647.83	1
Lexis Nexis (Pty) Ltd	R 29 034.86	1
<b><u>Travel Agencies (Para 2(6)l)</u></b>		
Swartland Travel Services	3 608.70	1
<b><u>Tyre Repairs (Para 2(6)m)</u></b>		
VWE Installasies BK	3 722.50	2
	<b>R 1 631 760.78</b>	<b>129</b>