

Munisipaliteit

BERGRIVIER

Municipality



SUPPLY CHAIN MANAGEMENT IMPLEMENTATION REPORT FOR SEPTEMBER 2021

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 in order 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 2021. Only the Community Services Department has submitted the plan back to the finance department.

Herewith is the new Procurement Plan for the 2021-2022 financial year.

The undermentioned plan has only the Formal quotations and the tenders for the financial year with comments.

**TECHNICAL SERVICES
PROCUREMENT -CIVIL
SERVICES**

OwnDescription	Owner	ConfigCode	CostCentre	Bud 21/22	Kommentaar
Replace fence - Commanage	Rassie	74091340101	Property Services	50 000,00	3 Quotations
Air conditioners - offices	Sous	74091350101	Property Services	50 000	3 Quotations (Sous)
Security at municipal buildings	Jaco	74091350102	Property Services	175 000	Annual Tender - Community Services
Furniture , Equipment - Council Property	Jaco	74091490101	Property Services	5 000	Quotations as required
Tools	Jaco	74091500101	Property Services	10 000	Quotations as required
Establish composting facility (VD/PB)	Jakkie	74171060202	Solid Waste Removal	210 000	Annual Tender - Awarded
Rehabilitation of old Landfill Sites	Jaco	74171060207	Solid Waste Removal	750 000	Annual Tender - Awarded
Refuse Bins and stands	Wikus	74171490101	Solid Waste Removal	40 000	Quotations for binns & Signage

Heist op den Berg Visual Awareness Campaign	Rassie	74171490301	Solid Waste Removal	238 000	In progress - Evaluation of tender
Furniture , Equipment - Refuse Removal	Jaco	74171500101	Solid Waste Removal	8 000	Quotations as required
Tools	Jaco	74171500102	Solid Waste Removal	8 000	Quotations as required
Refuse carts	Wikus	74171500103	Solid Waste Removal	18 000	Quotations as required
Mechanical Brooms (Billy Goats)	Rassie	74174500102	Street Cleaning	480 000	?? Tender
Replace rising mains in pump stations	André	74291050101	Sewerage	220 000	In Progress - Awaiting quotations
Sewer Renewals	André	74291050102	Sewerage	120 000	Material to be purchased - mostly labour
Telemetry	André	74291050103	Sewerage	150 000	In progress - Evaluation of tender
Switchgear and pumps	André	74291050104	Sewerage	300 000	Tender in October
Telemetry at pump stations	André	74291050105	Sewerage	180 000	In progress - Evaluation of tender
Sewerage stand by pumps	André	74291050106	Sewerage	300 000	Tender in October
Fencing Sewer Pump Stations	André	74291050107	Sewerage	300 000	In progress - Evaluation of tender
Furniture , Equipment - Sewerage	Jaco	74291500101	Sewerage	10 000	Quotations as required
Tools	Jaco	74291500102	Sewerage	20 000	Quotations as

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					required
Security at WWTW	André	74292050103	Waste Water Treatment	80 000	In Progress - Quotation awarded
Fencing WWTW	André	74292050105	Waste Water Treatment	300 000	In progress - Evaluation of tender
Inlet Works (Green Drop Requirements) Borrowing	André	74292050204	Waste Water Treatment	60 000	Work in Progress
Security Fence at Irrigation dam	Jakkie	74292290115	Waste Water Treatment	700 000	In progress - Evaluation of tender
Stabilise Wintervoor (Flood prevention)	Rassie	74301020101	Storm Water Management	40 000	Completed
Construction of storm water channels at low cost houses	Jakkie	74301020102	Storm Water Management	300 000	Annual Tender - Awarded
Subsurface Drains	Jakkie	74301020104	Storm Water Management	150 000	Material to be purchased - mostly labour
Low water bridge: Park Street	Rassie	74301200101	Storm Water Management	15 000	Completed
Furniture , Equipment - Stormwater Management	Jaco	74301500101	Storm Water Management	6 000	Quotations as required
Water conservation demand management interventions	Jaco	74511040102	Water Distribution	870 000	Tender awarded
Replace asbestos pipes and valves	Jakkie	74511040103	Water Distribution	150 000	FQ
Replace redundant meters	Jaco	74511040105	Water Distribution	98 000	Veriment to Water Conservation Demand Management
Pumps (standby)	Jakkie	74511040108	Water Distribution	200 000	FQ

Replace Mains from Source	Rassie	74511040111	Water Distribution	100 000	Verimnet to Water Conservation Demand Management
Water Renewals (EL)	Jaco	74511040202	Water Distribution	1 100 000	Tender awarded
Replace water meters	Rassie/Jakkie/André	74511040203	Water Distribution	1 000 000	Annual Tender - Awarded
Pyp Vervangingsprogram	Jaco	74511040204	Water Distribution	1 113 657	Tender awarded
Furniture , Equipment - Water	Jaco	74511500101	Water Distribution	12 000	Quotations as required
Tools	Jaco	74511500102	Water Distribution	25 000	Quotations as required
Telemetry: Water	André	74512040103	Water Treatment	120 000	In progress - Evaluation of tender
Dam Safety Reports	Rassie	74512040106	Water Treatment	90 000	Quotaion awarded
Security at Reservoir/Pump Stations	André	74512040107	Water Treatment	225 000	In progress - Evaluation of tender
Upgrade Piketberg WTW	Jakkie	74512040108	Water Treatment	250 000	FQ
Street name curb stones	Jakkie	74551010103	Roads	50 000	3 Quotations
Traffic calming measures (Speed bumps) Bring Traffic	Rassie/Jakkie/André	74551010104	Roads	200 000	Annual Tender - Awarded
Harden pavements (Wyk 3 , 4)	Jakkie	74551010105	Roads	150 000	Annual Tender - Awarded
Strate Porterville	Rassie	74551010112	Roads	23 000	Annual Tender - Awarded
Munisipale Dienste Ontwikkeling	Werner	74551010113	Roads	2 500 000	Tender - when

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					required for municipal services
Construction of roads: RDP Houses	Jakkie	74551010201	Roads	300 000	Annual Tender - Awarded
Reseal/Construction of streets	Jaco	74551010202	Roads	2 400 000	Annual Tender - Awarded
Cement ditches in Aurora	Jakkie	74551020101	Roads	80 000	Annual Tender - Awarded
Pave sidewalks (PV - 200 , VD - 200)	Rassie/André	74551040201	Roads	500 000	Annual Tender - Awarded
Furniture , Equipment - Roads	Jaco	74551490101	Roads	10 000	Quotaions as required
Tools	Jaco	74551500103	Roads	100 000	Quotaions as required
Concrete Mixer	Jakkie	74551500105	Roads	50 000	FQ
Walk Behind Roller	André	74551500106	Roads	170 000	Completed
Tracking Devices	Wikus	74551510101	Roads	50 000	Supplier appointed
Transport Trailers Multi Purpose	Wikus	74551510104	Roads	70 000	FQ
Voertuigvervanging	Wikus	74551510203	Roads	900 000	RT 57
				18 199 657	

TECHNICAL SERVICES - ELEKTRIESE DIENSTE

mSCOA CONFIG	DESCRIPTION	FULL YEAR TOTAL BUDGET	FULL YEAR AVAILABLE	
74621030102	High tension pole replacements	80000	80000	Word slegs gebruik soos nodig FQ
74621030103	High tension circuit breakers	60000	60000	Spec is opgestel FQ
74621030104	Bulk meter replacement	90000	90000	Besig met monitering FQ
74621030107	Larger HT Switches - standby battery cell	120000	120000	Spec is opgestel FQ
74621030201	Replace Switchgear Peperstreet Station P/B and Minisub	500000	500000	Tender Sluit 29/10/2021
74621030203	Replace swithgear at Museum sub Porterville	600000	600000	Tender Sluit 29/10/2022
74621030206	Network Renewals	800000	800000	Tender Sluit 05/11/2022
74621030208	Replacing conventional electricity meters with prepaid	700000	700000	Tender Sluit 05/11/2022
74621030214	Install mini -replace sub with mini sub Keerom Street	600000	600000	Spec is klaar
74621500101	Furniture & Equipment - Electricity	90000	90000	Gebruik soos nodig

COUNCIL AND MM OFFICE

COST CENTRE DESCRIPTION	mSCOA CONFIG	DESCRIPTION	FULL YEAR TOTAL BUDGET	comments
Mayor and Council	71010490101	Diverse office furniture and equipment	20000	Waiting for new Council
Municipal Manager	71011490102	Furniture and equipment - Communication	10000	FQ
Economic DevelopmentPlanning	71012490106	Ward Committee 4 Project	100000	Traffic is dealing with this

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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.

2.2.2 There was no formal quotes awarded for the month of September 2021.

QUOTATION REGISTER SEPTEMBER 2021							
<u>QUOTATION NUMBER</u>	<u>FO DESCRIPTION & OFFERS RECEIVED</u>	<u>BBBEE</u>	<u>LOCALITY</u>	<u>QUOTATION AMOUNTS</u>	<u>AWARDED TO</u>	<u>ACTUAL AMOUNT AWARDED</u>	<u>CONTRACT DATE AWARDED BY MM</u>
FQ 8/2/41-2021	Registration of properties at Deeds Office						
	Terblanche SPI	4	Malmesbury, Swartland Municipality	R 52 173,75			
	Minde Schaplo	2	Cape Town, City of Cape Town	R 47 601,00	Minde Schapiro & Smith Inc	R 47 601,00	2021/08/30
FQ 8/2/42-2021	Safety inspections carried out in terms of Government notice						
	DJ Hagen and Associates	4	Bellville, City of Cape Town	R 103 500,00			
	Ingerop SA	1	Bellville, City of Cape Town	R 55 200,00	Ingerop SA	R 55 200,00	2021/08/24
FQ 8/2/43-2021	Hiring of a supersucker						
	DD Supplies and Services	1	Langebaan, Saldanha Bay Municipality	R 1 950,00 per hour			
	Imizamo Yethu Civils Engineering	1	Brackenfell, City of Cape Town	R 2 185,00 per hour			
	Vacjet Rentals	8	Piketberg, Bergrivier Municipality	R 977,50 per hour			
	Juno Corp	2	Vredenburg, Saldanha Bay Municipality	R 1 035,00 per hour			

	Pele Pele Investments	1	Richardsbay, City of Umhlathuze	R 805,00 per hour	Pelepele Investments	Rates	2021/09/06
FQ 8/2/49-2021	Renewal of Software Maintenance Agreements						
	Datategra	1	Randburg, City of Johannesburg Municipality	R 113 486,06			
	Business Connexion	2	Century City, City of Cape Town Municipality	R 70 689,35	Business Connexion	Rates	2021/08/26
	Innovo Networks	1	Milnerton, City of Cape Town Municipality	R 619 499,46			
FQ 8/2/50-2021	Supply and delivery of various plant species						
	Bandakhanya	2	Strand, City of Cape Town Municipality	R 9 433,45	Bandakhanya	Rates	2021/09/21
	Memotek Trading	1	Tableview, City of Cape Town Municipality	R 10 766,76			

2.3 ACQUISITION MANAGEMENT

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

The bid documentation, evaluation and adjudication criteria and general conditions of a contract must be in accordance with applicable legislation. There were no section 33 applications for the month of September 2021.

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.

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 Bergvriervier Municipality and signed the declarations.

There are no related parties' transactions to be reported for the month of September 2021.

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

			Deviations for the month of September 2021	
Name of Service Provider	Impossible/Impractical	Emergency	Short description	DIRECTORATE
High Speed Services		R 73428,75	<p>Die afgelope paar weke loop die Velddrif rioolsuiweringaanleg swaar deur onder vandale. Die volgende items is tans buite werking: 1. Die clarifier is buite werking aangesien die kables wat die motor en ratkas aandryf stukkend gekap is. Die motor wat die brug aandryf asook die motor by die sentrale is gevandaliseer. 2. Die menger by die anoksie sone is beskadig. 3. Die inlaatwerke se sluisse is almal gevandaliseer en daar word elke nag nog skade aangerig. Die tegniese span te Velddrif het oor die naweek van 18 tot 21 Junie na-ure diens gedoen om die perseel te probeer beskerm. Niemand van die amptenare is egter opgelei as sekuriteitsbeamptes nie en is dus nie gewillig om nagdiens te doen nie. Die skade as gevolg van vandalisme neem elke nag toe en die koste vir al die beskadigde items is tans in die proses van berekening. Dit kos egter al hoe meer en die rioolsuiwering vir Velddrif lei onder die gebeure. Die werke is vir alle praktiese doeleindes tans buite werking en die vloei na die werke kan nie beheer word nie. Die enigste oplossing is om 'n sekuriteitsmaatskappy aan te stel om fisiese wagte op perseel aan te stel om sodoende die oorblywende infrastruktuur te beskerm. Verskeie Maatskappye is genader vir kwotasies soos volg: Alex Alarms - hulle doen geen wagte nie, alhoewel hulle webtuiste noem dat hulle wagte doen. Phangela Security - reageer nie op oproepe nie en ook nie op eposse nie. Blueshield Security - reageer nie op versoeke vir kwotasies nie. High Speed Services - dit is die enigste maatskappy wat reager op versoeke vir kwotasies. Die maatskappy is ook die enigste wat sigbaar is in terme van wagte in Velddrif area. Die versoek is daarom om af te wyk van die Supply Chain Beleid en High Speed Services aan te stel vir 'n periode van 3maande; Augustus, September en Oktober 2021. Die tender vir sekuriteits wagte is tans uit op advertering en sluit op 29 September 2021. Verder ondersteun die CIDB se Regulation 25(2) die emergency wat as volg gedefinieer word: "extreme conditions" mean conditions where:</p> <p>a) Human injury or death; b) Human suffering or deprivation of human rights; c) Serious damage to property or financial loss; d) Injury, suffering or death to livestock or other animals; e) Serious environmental damage or degradation; or f) Interruption of essential services; is present or imminent.</p> <p>Die situasie by die Velddrif rioolwerke val onder (c) sowel as (e) maar die moontlikheid is ook daar dat (b) kan gebeur.</p>	Vote 4 - Technical Services - Water

Patrys Louw	R 24 150,00	Die opgradering van Finansies se kantore het 'n drie maande storting van meublement, by Patrys Louw se perseel, teweeg gebring. Die beplande bou en voltooiing van die Jeugsentrum sou mekaar aanvul en skuif van meubels sou saamvloei met verstryking van huur periode. Die ophoud met die voltooiing van Jeugsentrum veroorsaak dat meubels nie tydig daartoe verskuif kan word nie. Om weer 'n drie kwotasie proses te volg, om 'n toekenning te maak, sal onprakties wees dan moet meublement weer geskuif word wat groter kostes asook potensieele skades teweeg kan bring. Stoor plek wat beskik oor die gevraagde grootte is ook seldsaam in die Bergrivier Munisipale area. Sodanig versoek die geskrif, toestemming om vir die volgende drie maande (Oktober, November en Desember 2021) steeds die verhuurings-akkomodasie te Patrys Louw te gebruik teen R8 050.00 BTW ingesluit per maand. Indien die voltooiing van Jeugsentrum vroeër sal wees verval die oorblywende maande se huur waarvoor toestemming gegee word.	Vote 2 - Finance Services
TOTAL		R 97578,75	

The total deviations for the month of September 2021 were **R97 578.75** for impractical matters R24 150.00 and for emergency matters R73 428.75.

(3) Procurement above R 100 000 are as follows for September 2021.

R100 000.00 Awards 2021 - 2022 Bergrivier Municipality						
Contract details			Total value of contracts	BBBEE	Method of procurement	Preference point system
Contract reference	Service provider/ Supplier	Contract Description	Total value of contract	Level	Quotation/ Competitive Bidding/ Deviation	80/20 or 90/10
FQ 8/2/43-2021	Pelepele Investments	Hiring of a super sucker truck for Bergrivier Municipality	Rates	1	Quotation	80/20
FQ 8/2/50-2021	Bandakhanya	Supply and delivery of various plant species for Bergrivier Municipality	Rates	2	Quotation	80/20

(4) Due to the COVID-19 pandemic certain urgent procurements were done and where necessary deviations were approved by the Accounting Officer in accordance with SCM Regulation 36.

(5) It should be noted that purchases to the value of R59 763.48 were done in respect of COVID-19 for September 2021.

(6) Virement report for the month of September 2021

VIREMENTS FOR THE MONTH OF SEPTEMBER 2021						
VANAF			NA			REDE / REASON FOR VIREMENT REQUEST
POS VANAF	BESKRYWING	BEDRAG / AMOUNT TO BE TRANSFERRED	POS NA	BESKRYWING	BEDRAG / AMOUNT	
MUNICIPAL MANAGER						
011015237001	PROFESIONELE DIENSTE (INTERNAL AUDIT)	R 2000,00	011015224000	LEDEGELD	R 2000,00	Benodig addisionele fondse vir ledegeld
011010243505	SOSIALE PROJEKTE(COMMUNITY UPLIFTING)	R 60000,00	011012113000	TEMPORARY WORKERS-ECONOMIC DEVELOPMENT/PLANNING	R 60000,00	Tydlike werkers (Sekuriteit) benodig om wag te hou oor die stuk land waar Jeug Sentrum in Piketberg gebou word. Tydelike werkers sal vanaf 01 October 2021-30 April 2022 benodig word. Kinders breek af wat reeds aangewerk is dit kan n moontlike vertraagging he op die bou werk.

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FINANCE DEPT						
012063237000	PROFESIONELE DIENSTE VKB	R 17850,00	012061218000	HUURGELDE GEBOUE	R 17850,00	Ophou van voltooiing van Jeugsentrum veroorsaak dat die meublement nie tydig verskuif kan word nie wat aanleiding gee dat die huur tydperk verleng by bestaande verskaffer.
012061304000	MEUBELS EN TOERUSTING	R 1000,00	012061214000	GEREEDSKAP EN TOERUSTING	R 1000,00	Geld benodig vir die aankope van desk optelmasjiene vir kassiere en bestuurder SCM
012063237000	PROFESIONELE DIENSTE	R 800000,00	012063237003	PROFESIONELE DIENSTE	R 800000,00	Nuwe posnommer geskep deur BTO vir hierdie funksie vir korrekte Mscoa klassifikasie
CORPORATE SERVICES						
013031202002	ADVERTENSIEKOSTE(CORPORATE & MUNICIPAL ACTIVITIES)	R 11 023	013031304001	MEUBELS & TOERUSTING(EXTERNAL CONTRACTORS)	R 11023,00	Pos geskep vir diens van Drukker. Daar is n besparing op die adverstensiepos na aanleiding van wysiging aan die interpretasie van die tariewe vir grondgebruiksaansoeke.
TECHNICAL SERVICES						
014511252000	VEILIGHEIDSKLERE	R 2000,00	014511239000	REGSKOSTE	R 2000,00	Fondse word benodig vir die opstel van die Addendum tot Watergebruiksooreenkoms op Porterville
074551010104	TRAFFIC CALMING MEASURES (SPEED BUMPS)	R 1400,00	074551500106	WALK BEHIND ROLLER	R 1400,00	Fondse word benodig vir die aankope van die roller op die RT57 tender
CBY11559	VOERTUIE	R 30000,00	CFP6247	VOERTUIE	R 30000,00	CFP 6247 se hidrouliese pomp het gebreek en die koste beloon R60 000, CBY 11559 is n nuwe masjien en nog onder waarborg die uitgawe vir helstelwerk sal dan minimaal wees.

CEX4676	VOERTUIE	R 2300,00	CEX4267	VOERTUIE	R 2300,00	Nood CEX4267 benodig dringende onderhoud en herstelwerk om diens lewering te verrig
COMMUNITY SERVICES						
015371237006	PROFESIONELE DIENSTE (SABS FOOIE)	R 16000,00	015371237007	PROFESIONELE DIENSTE(ARCHITECT)	R 16000,00	Die mure by Velddrif kantoor was geinspekteer en befondsing was nodig om die verskaffers te betaal.
075201160801	AIRCONDITIONERS	R 15000,00	075201490802	SHELVES/TABLES/OFFICE FURNITURE	R 15000,00	Fondse word geverimenteer vanaf die pos omrede alle lugversorgers is klaar aangekoop in boekjaar 2020-2021. Fondse sal aangewend word tot die aankoop van meubels by die verskeie biblioteke.
015432303000	MASJINERIE(SPORTSGRONDE)	R 30000,00	015433303000	MASJINERIE (SWIMMING POOL)	R 30000,00	Befondsing word benodig vir dringende herstelwerk aan die pomp vir die swembad
015371252000	VEILIGHEIDSKLERE	R 1000,00	015105208001	CHEMIKALIE(COVID-19)	R 1000,00	Sanitizer moes gekoop raak vir die 3 Veerkeerskantore. Die pos het nie genoeg fonde gehad nie
015231219000	HUUR: MASJIENE	R 1500,00	015231222000	KONGRESFOOIE	R 1500,00	Virtual conversation taking place 2 and 3 September 2021 regarding cemeteries ect. To pay registration fees of Ilse van Wyk and Sanele Nkosi
015431227000	Materiaal en Onderdele(Parke)	R 20000,00	015431301000	Geboue en Gronde(Parke)	R 20000,00	Die begroting vir operasionele herstelwerk by parke was onvoldoen. Besparing word vanaf Community Parks na Community Parks geskuif om voorsieningte maak vir toekomstige uitgawes
015221208000	Chemikalie	R 1800,00	015105208001	CHEMIKALIE(COVID-19)	R 1800,00	Daar was onvoldoende begroot vir sanitizer en is die bestaande befonding uitgeput. Besparing word vanaf chemikalie geverimenteer om sanitizer aan

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						te koop.
015432237000	PROFESIONELE DIENSTE	R 3000,00	015432219001	HUUR: TOILET & TOILETS	R 3000,00	Toilete gehuur vir die haweloses by die sportgronde in Velddrif en fondse was benodig om verskaffer Sanitech te betaal.
	Municipal Manager	R62 000,00				
	Finance Dept	R818 850,00				
	Corporate Services	R11 023,00				
	Technical Services	R35 700,00				
	Community Services	R88 300,00				
	Total	R1 015 873,00				

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.
- There were no disposals for the month of September 2021.

5. BID COMMITTEE SYSTEM

A Bid Committee system for competitive bids are 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.

No tenders were awarded for the month of September 2021.

The Bid Adjudication committee had a meeting where variation orders were approved on 2 September 2021 and is hereby attached as Annexure A”.

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 and all services.

REGISTER FOR THE MONITORING OF SERVICE PROVIDERS

DATE	NAAM OF SERVICE PROVIDER	AMOUNT	CSD NUMBER	BBBEE	SCORE	DEPARTMENT	INVOICE NR
Sep-21	HENQUE WASTE	R 28 549,18	MAAA0421434	LEVEL 2	3	TECHNICAL	INV0005977
Sep-21	FE OUTDOOR RENEVATIONS SPECIALIST	R 105 000,00	MAAA0186823	LEVEL 1	3	COMMUNITY SERVICES	E0000756
Sep-21	A W V PROJECT MANAGEMENT	R 37 674,12	MAAA0077825	LEVEL 1	1	TECHNICAL	AWV-V 4555
Sep-21	A W V PROJECT MANAGEMENT	R 52 531,53	MAAA0077825	LEVEL 1	1	TECHNICAL	AWV-V 4550
Sep-21	A W V PROJECT MANAGEMENT	R 58 368,37	MAAA0077825	LEVEL 1	1	TECHNICAL	AWV-A 4581
Sep-21	A W V PROJECT MANAGEMENT	R 23 347,35	MAAA0077825	LEVEL 1	1	TECHNICAL	AWV-A 4551
Sep-21	BARON EN SEUNS KONTRUKSIE	R 12 500,00	MAAA0513690	LEVEL 1	2	TECHNICAL	55
Sep-21	WESTLAND CONSTRUCTION PTY LTD	R 817 979,14	MAAA0604467	LEVEL 1	3	PMU	063/2021
Sep-21	WESTLAND CONSTRUCTION PTY LTD	R 321 779,99	MAAA0604467	LEVEL 1	3	PMU	069/2021
Sep-21	WESTCOAST SKIES	R 132 500,00	MAAA0198390	LEVEL 1	3	TECHNICAL	802/2022
Sep-21	WESTCOAST SKIES	R 112 800,00	MAAA0198390	LEVEL 1	3	TECHNICAL	801/2022
Sep-21	WESTCOAST SKIES	R 45 500,00	MAAA0198390	LEVEL 1	3	TECHNICAL	803/2022
Sep-21	HENQUE WASTE	R 28 549,18	MAAA0421434	LEVEL 2	3	TECHNICAL	INV0006208
Sep-21	FE OUTDOOR RENEVATIONS SPECIALIST	R 22 000,00	MAAA0186823	LEVEL 1	3	COMMUNITY SERVICES	2 E0000756
Sep-21	LRMG	N/A	MAAA0164487	LEVEL 2	3	CORPORATE SERVICES	N/A
Sep-21	PAYDAY	N/A	MAAA0089469	N/A	3	CORPORATE SERVICES	N/A
Sep-21	HILOAD INYANGA CONSTRUSTION	N/A	MAAA0466686	LEVEL 2	3	PMU	N/A
Sep-21	LATERAL UNISON	N/A	MAAA0026675	LEVEL 2	3	FINANCE	INA18363
Sep-21	PHOENIX VESTA	N/A	MAAA0090868	LEVEL 4	3	FINANCE	201119
Sep-21	MUBESKO AFRICA	N/A	MAAA0077330	Non-compliant	3	FINANCE	N/A

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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 2021 -2022

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 a 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	2019-07-01	2022-06-30	Active	Service Level Agreement/Dienskontrak
Phoenix Vesta	Financial System	2017-07-01	2022-06-30	Active	Service Level Agreement/Dienskontrak
Lateral Unison (MAAA0026675)	Short term insurance tender for a period of 3 years	2019-07-01	2022-06-30	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

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

8. ASSET AND INSURANCE REPORTING

INSURANCE MANAGEMENT

Three claims were reported for the month of September 2021.

INSURANCE CLAIMS REGISTER - SEPTEMBER 2021							
New Class Description	Description	Client Own Reference	Date of Loss	Claim Detail	Est Claim Amount	Status	Reporting
Motor	Vehicle Damaged While Parked	CBY7440	2021/07/05	Vehicle damaged by unknown party whilst parked	R11 071,38	Awaiting document from Client	Manager Income
Motor	Impact	CBY 5090	2021/09/13	Whilst insured were busy pulling the trailer he went over a bump and the trailer unhooked and damaged the rear of the vehicle	R30 000,00	Awaiting Repairers/Replacement Invoice	Director Technical Services
Motor	Impact	CFP3004	2021/08/28	Insured went through a pothole, bonnet flew open and damaged windscreen as well	R30 000,00	Awaiting Repairers/Replacement Invoice	Director Technical Services

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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 August 2021, 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 if Council can consider funding the Accountant: Assets position it will relieve the strain.
- There is no irregular, wasteful, fruitless or unauthorised expenditure for the month of September 2021.

12. RECOMMENDATIONS

1. That the Executive Mayor take note of the September 2021 Supply Chain Management Implementation report and that it be made public in accordance with Section 21A of the Municipal Systems Act.
2. The Executive Mayor and Council take note that a total of R59 763.48 expenditure incurred during the month of September 2021 to prevent the spread of COVID-19 and to aide in humanitarian relief during the period of lockdown level 1.