

SWELLENDAM MUNICIPALITY



DIRECTORATE: FINANCIAL SERVICES

SUPPLY CHAIN MANAGEMENT

**3rd QUARTER IMPLEMENTATION REPORT FOR THE 2019/2020
FINANCIAL YEAR**

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The scope of the implementation review will include the following:

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1. INTRODUCTION

This report is a summary of the implementation of the Supply Chain Management Policy as adopted by Council on 05 December 2005 and highlights the implementation of Supply Chain Management in Swellendam Municipality. It is required by regulation 6(3) of the Supply Chain Management Regulations that the Accounting Officer submits a quarterly report on the implementation of Supply Chain Management to the Mayor to give effect to his oversight role.

Following is a summary of the Supply Chain Management Implementation Report for the 3rd quarter in terms of the 2019/2020 financial year of Swellendam Municipality:

2. POLICY

The SCM policy was reviewed and adopted by Council on 30 May 2019 and incorporate the latest SCM prescripts, as required by paragraph 3 of the SCM Regulations.

3. DELEGATIONS

The Municipal Manager is responsible for implementing the policy and to take all reasonable steps to ensure that proper mechanisms and separation of duties in the supply chain management system are in place to minimise the likelihood of fraud, corruption, favouritism and unfair and irregular practices.

The purpose of such delegations is to maximise the administrative and operational efficiency. The delegations also provide adequate checks and balances in the municipality's Supply Chain Management function. SCM delegations are in place.

4. ORGANISATIONAL STRUCTURE

In terms of Paragraph 7 of the Municipal Supply Chain Management Regulations (MSCMR) the municipality must establish a Supply Chain Management Unit (SCMU) to implement its supply chain management policy. The SCMU must operate under the direct supervision of the Chief Financial Officer (CFO) or may be delegated to an official in terms of Section 82 of the MFMA.

During the reporting period the staff complement that performed the duties and functions in terms of the SCM policy were as follows:

Manager: Supply Chain

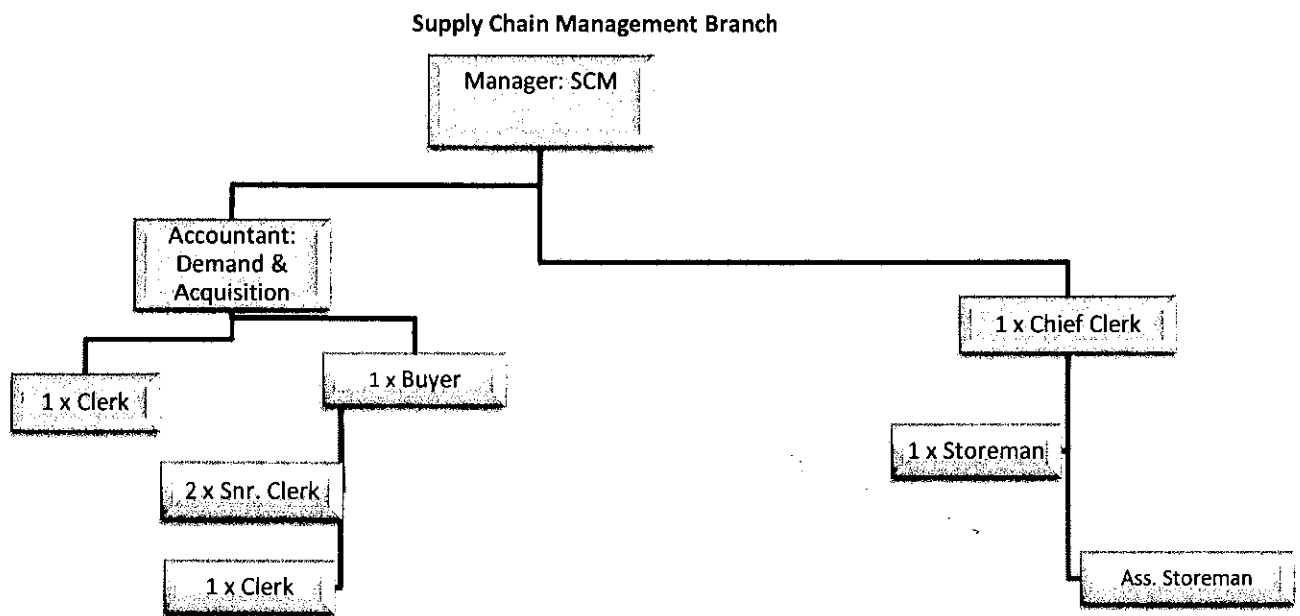
Accountant: Demand & Acquisitions

1 x Buyer (Vacant)

3 x Senior Clerks

- 1 x Clerk (Vacant)
- 1 x Administrator: Stores & Disposals
- 1 x Storeman
- 1 x Assistant Storeman (Vacant)

The approved organizational structure within the unit is set out as follows:



The current structure is however not fully implemented as three vacancies are currently not filled.

5. DEMAND MANAGEMENT

Preferred Suppliers Database

The Municipality is required by legislation to have and maintain a Database of Accredited Prospective Suppliers in order to ensure that all the procurement of goods and services for the Municipality is made through this Database. The Database has been developed from a manual one to a fully functional electronic Database of Prospective Suppliers maintained by the SCMU. Currently there are 1416 suppliers registered on this Database.

Procurement Planning

One of the functions of SCM is to ensure that goods, works or services are delivered to the right place, in the right quantity, with the right quality, at the right cost and at the right time in a normal procurement environment.

In order to fulfil the above function the SCMU, together with the end-user, must apply strategic sourcing principles to determine the optimum manner in which to acquire the goods, works or services. Subsequent to this the unit held individual sessions with departments to complete their respective procurement plans for procurements above R30 000 for the 2019/2020 financial year in order to ensure that they spend their budgets effectively, efficiently and economically.

RESPONSIBLE PERSON	DESCRIPTION OF GOODS / WORKS OR SERVICES REQUIRED	VOTE NO	ESTIMATED VALUE (incl. all applicable taxes)	ENVISAGED DATE OF ADVERTISEM ENT	ACTUAL DATE OF ADVERTISE MENT	ENVISAGED CLOSING DATE	ACTUAL CLOSING DATE	ENVISAGED DATE OF AWARD	ACTUAL DATE OF AWARD
L. Lank	Library buildings	50101000471	2,608,695.00	11/10/2019		01/11/2019		29/11/2019	

B. Beyers	Supply and Delivery of Photocopy paper for a period of three (3) years	40101090241	R 850,000.00	10/01/2020	31/01/2020	28/02/2020
G. Botha	Mixer Paddle - Anoxic Section	50103000011	R 100,000.00	08/11/2019	15/11/2019	29/11/2019
G. Botha	Pressure Management System (Water network)	50102000081	R 120,000.00	04/10/2019	11/10/2019	25/10/2019
S. Herbst	Development of erven - Andrew Whyte Street	50101000031	R 830,000.00	15/03/2020	05/04/2020	26/04/2020

J. Bester	Provision of Professional Services: Quantity Surveyor	50101000471	R 750,000.00	06/09/2019	27/09/2019	25/10/2019
[Redacted]						
L. Mralasi	Caravan Park and Town hall window frames	10210220210000	50,000.00	04/10/2019	25/10/2019	29/11/2019
D. Blaauw	Slurry of Test yard	10145201450000	50,000.00	Contract in place		29/11/2019
[Redacted]						
W. Bekker	Printing, Sorting and Mailing of Municipal Accounts for a (3) Year Period	10140221800000	R 2,000,000.00	28/02/2020	20/03/2020	24/04/2020
J. de Jager	Provision of Banking Services	10055221580000	3,000,000.00	31/01/2020	27/03/2020	29/05/2020
[Redacted]						

W. Bekker	On-line Meter Reading Bulk Electricity Meters for a period of three (3) years	10095221740000	800,000.00	03/04/2020	24/04/2020	29/05/2020
B. Burger	Provision of Bitumen Works	10085220210000	R 500,000.00 R 40,781,844.00	07/02/2020	28/02/2020	27/03/2020

 Already started / finalised

6. ACQUISITION MANAGEMENT

Procurement Statistics

Description	Total No	Monthly Average	Daily Average
Requests processed	1108	369	18.45
Orders processed	1108	369	18.45
Requests cancelled or referred back	30	10	0.8
Extensions	2	0.66	0.03
Bids received (number of documents)	7	2.33	0.12
Bids awarded	9	3	0.15
Bids awarded ≤ R200 000	1	0.33	0.02
Appeals registered	1	0	0
Successful Appeals	0	0	0
Bid Specification Committee meetings	9	3	0.15
Bid Evaluation Committee meetings	7	2.33	0.12
Bid Adjudication Committee meetings	7	2.33	0.12

7. BID COMMITTEE SYSTEM

The Accounting Officer has appointed permanent members of the committees as well as secundis. Letters of Appointments, the Code of Conduct and Declaration of Interest has already been signed by the members and secundis of the committees.

Bids recommended by the Bid Adjudication Committee

The following bids were recommended by the BAC and awarded by the Accounting Officer in terms of the SCM Policy and the Preferential Procurement Policy for the 3rd quarter:

BID NO	BID DESCRIPTION	BID AWARDED	
		SUPPLIER NAME	AMOUNT
SMT21/19/20	Construction of raised paved intersections at Bontebok / Vollehoven Street and Koornland/Stroom Street	SwellenKonstruksie (Pty) Ltd	328,800.00
SMT30/19/20	Upgrading of Suurbraak Bulk Water supply scheme Phase 2A Pumpstation	Alveo Water (Pty) Ltd	3 633 703.92
SMT20/19/20	Maintenance / service of high voltage electrical distribution equipment for the period ending 30 June 2022	Techno Service Medium Voltage	Rates
		De Kock & Cronje	Rates
SMT21/19/20	Construction of raised paved intersections at Bontebok / Vollenhoven Street and Koornland/Stroom Street	SwellenKonstruksie (Pty) Ltd	328,800.00

SMT30/19/20	Upgrading of Suurbraak Bulk Water supply scheme Phase 2A Pumpstation	Alveo Water (Pty) Ltd	3 633 703.92
SMTQ10/19/20	Upgrading and Renewal of E'mail System	Uber Technologies CC.	R 108,387.20
SMT31/19/20	Supply & Delivery of Sufloc 3870 for a Period Ending 30 June 2022	Memotek Trading CC.	Rates
		Improchem (Pty) Ltd.	Rates
		Jevdo Enterprises	Rates
SMT23/19/20	Supply & Delivery of LED Streetlights for the Period Ending 30 June 2022	Genlux Lighting a Division of Actom (Pty) Ltd.	Rates
		Kader Technologies (Pty) Ltd.	Rates
SMT17/19/20	Supply & Delivery of Electrical Cables & Materials for the Period Ending 30 June 2022	Aberdare Cables	Tariffs
		Actom Electrical Supplies	Tariffs
		ARB Electrical	Tariffs
		FLO Specialized Products	Tariffs
		Voltex	Tariffs
		PH Marketing	Tariffs

8. DEVIATIONS FROM PROCUREMENT PROCESSES

Please find statistics as well as a schedule of the deviations approved by the Accounting Officer during the 3rd quarter of the 2019/20 financial year:

Details of Deviations for Procurement Services

Type of deviation	Value of deviations	Percentage of total deviations value	Value of deviations	Percentage of total deviations value
	3 rd Qtr. 2019/20		2 nd Qtr. 2019/20	
Clause 36(1)(a)(i)- Emergency	3 163.40	0.22	8 681.35	1.83
Clause 36(1)(a)(ii)- Sole Supplier	68 295.85	4.78	252 418.00	53.30
Clause 36(1)(a)(iii) – Historical object	-	-	-	-
Clause 36(1)(a)(v) – Impractical/ Impossible	1 355 676.86	95.00	211 487.50	44.66
Clause 36(1)(b) - Minor breaches	-	-	966.85	0.20
Total	1 427 136.11	100	473 553.70	100

**VERSLAG OOR AANKOPE AFWYKINGS GOEDGEKEUR DIE MUNISIPALE BESTUURDER IN TERME VAN ARTIKEL 36 VAN
VOORSIENINGSKANAAL BESTUUR BELEID / REGULASIES
(SUPPLY CHAIN MANAGEMENT POLICY/ REGULATIONS)**

Afwykinge in terme van SCM regulasie 36 (i) in noodgeval/dringend

Datum	Verskaffer	Kwotasie besonderhede	Bedrag	Dept	Rede vir Afwyking
30-Mar-20	SSK	Aankoop van draad en pale	3,163.40	DGD	Slegs 1 kwotasie agv Covid 19. Goedere was dringend benodig vir "Homeless Shelter. Goedkeuring MM
			<u>3,163.40</u>		

Afwykinge in terme van SCM regulasie 36 (ii) indien sodanige goedere of dienste gelewer word of beskikbaar is van 'n enkele verskaffer

Datum	Verskaffer	Kwotasie besonderhede	Bedrag	Dept	Rede vir Afwyking
17-Jan-20	Workshop Electronics	Installasie van nuwe PC en sagteware vir voertuig padvaardigheidtoetse	37,585.85	DGD	Slegs 1 kwotasie. .Goedkeuring MM
31-Jan-20	Workshop Electronics	Instalasie van nuwe SAC &	24,385.00	DGD	Slegs 1 kwotasie. .Goedkeuring MM
11-Feb-20	CSX Customer Services	Servicing of Swellendam Library, Railton Library, Suurbraak Library and Barrydale Library tabletape	6,325.00	DGD	Slegs 1 kwotasie. .Goedkeuring MM
			<u>68,295.85</u>		

Afwykinge in terme van SCM regulasie 36 (iii) vir die verkryging van besondere kunswerke of geskiedkundige voorwerpe waar spesifikasies moeilik is om op te stel

Datum	Verskaffer	Kwotasie besonderhede	Bedrag	Dept	Rede vir Afwyking
			<u>0.00</u>		

Afwykinge in terme van SCM regulasie 36 (iv) verkryging van diere vir dieretuine en / of natuur-en wildreservate

Datum	Verskaffer	Kwotasie besonderhede	Bedrag	Dept	Rede vir Afwyking
			<u>0.00</u>		

Afwykinge in terme van SCM regulasie 36 (v) in enige ander uitsonderlike geval waar dit onprakties of onmoontlik is om die amptelike verkrygingsprosesse te volg

Datum	Verskaffer	Kwotasie besonderhede	Bedrag	Departement	Rede vir Afwyking
05-Feb-20	Lezmin 2208 cc t/a Agri World Recycling	Once-off rehabilitation	146,050.00	DID	Dringend.Slegs een kwotasie.Goedkeuring MM
05-Feb-20	Lezmin 2208 cc t/a Agri World Recycling	Monthly operating maintenance	1,027,582.50	DID	Dringend.Slegs een kwotasie.Goedkeuring MM
05-Feb-20	Sakkie Nel	Bestuur van toerisme webblaaie vir 6 maande periode	36,000.00	MM	Slegs een kwotasie asgevolg van geen Toerisme Vereniging.Goedkeuring MM
05-Feb-20	Cathy van Eeden	Bestuur en opgradering van sosiale media blaaie van toerismevir 6 maande periode	36,000.00	MM	Slegs een kwotasie asgevolg van geen Toerisme Vereniging.Goedkeuring MM
14-Feb-20	Overberg Lighting	Herstel van motorhek thusong	2,710.00	DGD	onmoontlik vir drie kwotasies

09-Mar-20	SSE Innovation Pioneers	Telemetrie Rallton Reservoir	44,334.36	DID	Dringend.Slegs een kwotasie.Goedkeuring MM
24-Mar-20	I. Fintz	Aankoop van mobiele tiolette	63,000.00	DGD	Was geadverteer by 3 geleenthede sonder enige sukses. Slegs een kwotasie. Goedkeuring MM

1,355,676.86

Afwykinge in terme van SCM regulasie 36 (i) (b) bekräftiging van geringe oortredings					
Datum	Verskaffer	Kwotasie besonderhede	Bedrag	Dept	Rede vir Afwyking

0.00

Totale afwykinge vir 3de kwartaal

1,427,136.11

9. AWARDS TO CLOSE FAMILY MEMBERS OF PERSONS IN THE SERVICE OF THE STATE

In terms of paragraph 45 of the Supply Chain Management Policy of Council, awards to close family members of persons in the service of the state must disclose particulars of awards of more than R 2000 in the Annual Financial Statements.

The following bids were awarded to a person who is a family member of a person in the service of the state:

DATE	NAME	DESCRIPTION	AMOUNT	CLOSE FAMILY MEMBER	RELATIONSHIP
17/01/2020	MASAKHANE TRADING (PTY) LTD	CLEANING OF SW IRRIGATION CHANNELS AND REMOVAL FAIRBURN STREET	1,920.00	Q. MARTIN	WIFE
22/01/2020	MASAKHANE TRADING (PTY) LTD	CLEANING OF SW IRRIGATION CHANNELS AND REMOVAL VOORTREK AND MYBURG STREET	1,900.00	Q. MARTIN	WIFE
16/01/2020	JONATHAN OKTOBER	OOPKAP & TOEMAAK VAN SLOOT PM(ANDREW WHITE STRAAT	1,365.00	M. OCTOBER	WIFE
23/01/2020	JONATHAN OKTOBER	SKOONMAAK VAN SLOOT,SPUIT VAN GIF EN DIE VERWYDERING VAN VULLIS (KARAVANPARK SWELLENDAM)	1,750.00	M. OCTOBER	WIFE
31/01/2020	KHOI SAN CAVE HOLDINGS	SNY EN VERWYDERING VAN GRAS P/M2 (KLIPPERIVIER WWTW)	1,950.00	G. JANSEN/A. JANSEN	SON/DAUGHTER IN LAW
24/01/2020	KEMANZI (PTY) LTD	LIQUID ALUMINIUM SODIUM OXIDE	62,100.00	J. DU TOIT	WIFE
31/01/2020	MOLATUSELI(PTY	CLEANING OF SW CATCH PITTS & MANHOLES	1,800.00	A.SINDLOYI	CHILD
05/02/2020	KHOI SAN CAVE HOLDINGS	Cutting and Removal of grass (Kliprivier wwtw)	1,950.00	G. JANSEN/A. JANSEN	SON/DAUGHTER IN LAW
13/02/2020	JONATHAN OKTOBER	Cutting and Removal of grass (SWD WTW)	1,800.00	M. OCTOBER	WIFE
27/02/2020	MASAKHANE TRADING (PTY) LTD	Cutting and Removal of grass (Theunissenstraat)	1,971.42	Q. MARTIN	WIFE
28/02/2020	JONATHAN OKTOBER	Digging of trenches (Edelweisstraat)	3,950.00	M. OCTOBER	WIFE

28/02/2020	JONATHAN OKTOBER	Cutting and Removal of grass (stasiesstraat)	1,451.50	M. OCTOBER	WIFE
10/03/2020	KHOI SAN CAVE HOLDINGS	SNY & VERWYDERING VAN GRAS P/M2(CARAVAN PARK)	4,263.30	G. JANSEN/A. JANSEN	SON/DAUGHTER IN LAW
20/03/2020	KHOI SAN CAVE HOLDINGS	SNY & VERWYDERING VAN GRAS P/M2(KLIPPERIVIER WWTW)	1,950.00	G. JANSEN/A. JANSEN	SON/DAUGHTER IN LAW
23/03/2020	KHOI SAN CAVE HOLDINGS	SNY & VERWYDERING VAN GRAS P/M2(VERKEERS AFD)	1,954.92	G. JANSEN/A. JANSEN	SON/DAUGHTER IN LAW
19/03/2020	JONATHAN OKTOBER	SNY & VERWYDERING VAN GRAS P/M2(SOUFIETJIE STR SYPAADJIES)	1,263.15	M. OCTOBER	WIFE
23/03/2020	JONATHAN OKTOBER	WEGRY VAN LEE FILTERSAND SAKKE NA STORTINGS TERREIN EN KLIPPERIVIER WWTW PER VRAG	1,350.00	M. OCTOBER	WIFE
25/03/2020	JONATHAN OKTOBER	CLEANING OF SW CHANNELS PM & REMOVAL OF RUBBISH(HOOFSTR)	1,800.00	M. OCTOBER	WIFE
25/03/2020	KEMANZI (PTY) LTD	SUPPLY & DELIVER OF SODIUM ALUMINIUM OXIDE P/KG(SMT 10/19-20)	31,050.00	J. DU TOIT	WIFE
26/03/2020	KEMANZI (PTY) LTD	SUPPLY & DELIVERY OF LIQUID ALUMINIUM SULPHATE P/KG (SMT 24/18-19)	80,761.05	J. DU TOIT	WIFE

208,300.34

10. AWARDS TO PERSONS IN THE SERVICE OF THE STATE

In terms of Council's Supply Chain Management Policy, paragraph 44, the municipality is prohibited from doing business with any person in the service of the state.

None

11. REPORTING OF AWARDS ABOVE R100, 000

In terms of MFMA circular 34, all awards above R100 000.00 must be reported to Provincial and National Treasury on a monthly basis. The following awards were reported for the 3rd quarter of the 2019/20 financial year:

Department	Contract Identifier	Commodity Description	Supplier	BEE Status	Source Method	Contract Value	Lowest Acceptable Bid Value	Premium Paid Value	Expansion Value
Municipality/Western Cape/Swellendam	SMT21/19/20	Construction of raised paved intersections at Bontebok / Vollehoven Street and Koornland/Stroom Street	SwellenKons truksie (Pty) Ltd	Level 1	Competitive Bids	R 328 000.00	R 328 000.00	-	-
	SMT30/19/20	Upgrading of Suurbraak Bulk Water supply scheme Phase 2A Pumpstation	Alveo Water (Pty) Ltd	Level 4	Competitive Bids	3 633 703.93	3 633 703.93	-	-
	SMQ10/19/20	Upgrading and Renewal of E'mail System	Uber Technologes CC.	Level 4	Quotation	R 108,387.20	R 108,387.20	-	-
Total						R 4 070 091.13	R 4 070 091.13	-	R -

BEE Level	Total Contracts	Total Current Contract Value	Total Lowest Acceptable Bid Value	Total Premium Paid Value
Level 1	1	R 328 000.00	R 328 000.00	-
Level 4	2	R 3 742 091.13	R 3 742 091.13	-
Total	3	R 4 070 091.13	R 4 070 091.13	-

12. LOGISTICS, DISPOSAL AND RISK MANAGEMENT

The SCM unit must provide an effective system to ensure the setting of inventory levels, placing of orders, receiving and distribution of goods, stores and warehouse management, expediting orders, vendor performance, maintenance and contract administration as well as provide for an effective method of disposal and letting of assets which is inclusive of redundant and obsolete stock. Such systems must also have in place mechanisms to identify, consider and avoid potential risk in the SCM system.

12.1 Inventory Control

The value of stock at the end of the 3rd quarter was recorded at R3 228 177.29. Regular ad hoc inspections and scheduled monthly stock-takes are conducted.

12.2 Placing of orders

The sourcing of quotations for purchases below R30 000 is currently handled by the relevant departments but are processed centrally at the SCM unit which ensures some type of control. It should be noted that purchasing is a supply chain management function while technical staff is currently doing purchasing whereas they should concentrate on their core function, namely service delivery. It is recommended that procurement be centralised.

SPEND ANALYSIS

Sum of Order Total	Column Labels			
Row Labels	Jan-20	Feb-20	Mar-20	Grand Total
ACCOMMODATION	2,690.00	2,960.00	5,080.00	10,730.00
ADVERTISING	14,983.28	14,336.20	19,162.00	48,481.48
AGENCY FEES	729,312.88	1,437,589.90	806,826.61	2,973,729.39
AUTO ELEC SERVICES	21,684.64	35,139.75	24,237.75	81,062.14
COMPUTERS		422,934.35		422,934.35

CONSTRUCTION	727,981.93	1,817,650.64	547,264.47	3,092,897.04
CONSULTING SERVICES	167,207.41	33,490.78	397,603.06	598,301.25
COVID 19 SUPPLIES			49,370.00	49,370.00
DEMOLITION OF ILLEGAL STRUCTURE	46,000.00			46,000.00
ENTERTAINMENT	4,100.19	1,617.60	3,882.58	9,600.37
FUEL, OIL & GAS	33,570.85	21,424.50	17,598.86	72,594.21
FURNITURE & EQUIPMENT		1,100.00	837.55	1,937.55
GENERAL BUILDING	31,200.00	25,075.00	23,250.00	79,525.00
GENERAL MAINTENANCE	34,262.90	16,080.00	12,196.50	62,539.40
GRASS CUTTING	11,911.00	51,295.41	26,958.48	90,164.89
HOLES & TRENCHES	8,385.00	19,650.00	13,915.00	41,950.00
LAUNDRY SERVICES	11,300.30	6,829.90	10,023.90	28,154.10
LOCKS & KEYS	3,608.68	147.05	4,561.88	8,317.61
MATERIALS & SUPPLIES	730,164.01	1,355,665.65	1,027,705.58	3,113,535.24
PLANT HIRE	31,162.56	188,464.92	41,485.43	261,112.91
R&M: GRASS CUTTING EQUIP	4,766.53	7,270.06	6,837.15	18,873.74
R&M: PUMPS	336,909.41			336,909.41
R&M: VEHICLES	189,054.87	39,416.60	100,777.33	329,248.80
RENTAL SPACE	21,104.95	99,848.33	56,987.09	177,940.37
SECURITY SERVICES	291,977.29	112,534.54	192,132.82	596,644.65
STATIONERY	42,470.88	33,431.20	45,038.88	120,940.96
SW MAINTENANCE	18,117.00	9,450.00	23,696.20	51,263.20
TOOLS & EQUIPMENT	7,438.80	8,478.86	7,208.22	23,125.88
TRAINING	12,674.52			12,674.52

TRANSPORTING			1,800.00	1,800.00
TYRES & TUBES	28,579.45	30,589.65	13,859.40	73,028.50
UPHOLSTERY	2,600.00		750.00	3,350.00
WEED CONTROL	2,373.64	4,989.16	1,940.40	9,303.20
Grand Total	3,567,592.97	5,797,460.05	3,482,987.14	12,848,040.16

SPEND ANALYSIS – LOCAL SUPPLIERS

Sum of Order Total	Column Labels			
Row Labels	Jan-20	Feb-20	Mar-20	Grand Total
3 MP SALES & EDUCATIONAL SERVI	9,808.16	8,459.42	11,263.30	29,530.88
4 GARDENS NURSERY CC		1,242.00		1,242.00
AAD TRUCK & BUS (PTY)LTD t/a T	116,331.33	5,116.61	76,848.02	198,295.96
AH WINDVOGEL	3,669.60	14,324.96	15,350.36	33,344.92
AMANZAKA (PTY) LTD			750.00	750.00
APPELSBOS TRUST	1,629.48	1,629.48	1,629.48	4,888.44
ARENDSE KONSTRUKSIE	9,000.00	9,000.00	9,000.00	27,000.00
ATLANTIC OIL (LTD) LTD	-			-
BARRYDALE HERMANUS SWART SEKUR		9,996.00		9,996.00
BEKKER & HOUTERMAN LAND SURVEY		9,775.00		9,775.00
BREEDER RIVER TRADING POST	13,287.00		13,287.00	26,574.00
C DE VILLIERS ELEKTRIES BK	7,235.00	18,239.50	8,387.40	33,861.90
CARL HARTNICK PIKE T/A CARL'S	800.00		2,000.00	2,800.00
CHARLES DAVIDS T/A DAVIDS GRAS			1,812.50	1,812.50
CHAS EVERITT SOUTHERN CAPE & W		20,406.06	20,406.06	40,812.12

DE JAGER ELEKTRIES	2,120.00	11,477.83	10,211.25	23,809.08
DENISE CARSTENS	3,780.00			3,780.00
DEWSU NELSON		2,710.00	1,810.00	4,520.00
DONALD SIYABONGA MPIYAKHE		1,520.40	450.00	1,970.40
DROSTDY BAKWERKE CC	1,865.00			1,865.00
DS MARTIN	7,426.40	12,186.53	3,810.00	23,422.93
E THEUNISSEN T/A LANGE BERG BUL	6,266.00	9,451.00	19,162.00	34,879.00
ESKOM HOLDINGS SOC LIMITED	522.56	527.53		1,050.09
FLORENCEA DYERS	1,800.00	18,945.00		20,745.00
FRANCOIS M JOUBERT	2,139.00	3,450.00		5,589.00
FS ALGEMENE DIENSTE (PTY) LTD	11,300.30	6,829.90	10,023.90	28,154.10
FULL SCORE TRADING 136 CC T/A			2,424.00	2,424.00
GAIKOU (PTY)LTD	3,240.00			3,240.00
HEIN'S AUTO ELECTRICAL CC	1,523.87			1,523.87
IAN CHRISTO SMIT		14,950.00		14,950.00
ILANA FINTZ			63,000.00	63,000.00
INDIAN OIL (PTY) LTD	20,482.27	10,902.10	3,691.46	35,075.83
ITHEMBA GENERALS PTY LTD		1,775.00		1,775.00
IZINGA IMPAPHLA ENTERPRIZE (PTY		14,500.00		14,500.00
JACOBUS HARTNICK	2,948.47	2,948.47	2,948.47	8,845.41
JAN SWANEPOEL	9,673.64	7,414.16	5,520.40	22,608.20
JD IMPLEMENTE (PTY) LTD	530.25	2,268.03	989.00	3,787.28
JEROME FEBRUARIE		3,654.92		3,654.92
JHH CIVILS (PTY) LTD		3,936.15		3,936.15

JM CARELSE	6,357.00	2,035.00	3,540.00	11,932.00
JOHAN KEMP	14,935.00	42,628.32	22,502.08	80,065.40
JONATHAN OKTOBER	3,115.00	14,597.46	4,413.15	22,125.61
JUAN PIERRE SWARTZ	12,000.00			12,000.00
KAAP AGRI / AGRIMARK/PAKMARK/L		-		-
KAAP AGRI BEDRYF LTD	9,803.25	15,615.32	18,236.30	43,654.87
KEITH SWARTZ		1,981.28	1,715.00	3,696.28
KHOI SAN CAVE HOLDINGS (EDMS)	1,950.00	3,031.30	8,168.22	13,149.52
LAWN RANGERS SWD (PTY) LTD		1,304.03		1,304.03
LEBAZI BROTHERS PTY LTD		3,804.96	10,421.85	14,226.81
LEZMIN 1711 T/A COASTAL HIRE	2,880.06	6,000.14	4,723.15	13,603.35
LEZMIN 1712 CC	21,440.00	160,249.78	59,599.78	241,289.56
LEZMIN 1715 BK T/A LANGEBERG T		3,455.00	1,790.50	5,245.50
LEZMIN 1716 CC T/A LOTZ SIGNS		5,135.00		5,135.00
LEZMIN 2208 BK H/A AGRI WORLD		641,757.50	212,750.00	854,507.50
M & M CASH STORE			1,893.00	1,893.00
MASAKANE TRADING (PTY) LTD	3,820.00	5,846.42		9,666.42
MASTERMAC AUTO REPAIRS PTY LTD	34,059.86	32,499.99	20,754.19	87,314.04
MERVIN ERASMUS	29,400.00			29,400.00
MI STOFFEERDERS (PTY) LTD	2,600.00		750.00	3,350.00
MOBICAST		1,999.95		1,999.95
MOLATUSELI (PTY) LTD	1,820.00	4,880.00	1,996.50	8,696.50
MORNE'S CATERING AND DECOR (PT			773.00	773.00
NELDIN VOORSIENERS (PTY) LTD		2,250.00	24,172.80	26,422.80

NORTHERN KEYS LOCKSMITHS (PTY)	1,535.00	35.00	2,550.00	4,120.00
NUUS-O-RAMA			200.00	200.00
OASIS KLEINHANDELAAR BK	2,845.68	2,634.26	2,746.73	8,226.67
OVERBERG CHEMIKALIEE BK		1,328.93	1,262.40	2,591.33
PAUL CUPIDO	7,537.90			7,537.90
PHULME JAXA		1,840.00	1,200.00	3,040.00
POTGIETER BROERS GRONDVERSKUIW	6,842.50	82,225.00	21,562.50	110,630.00
POWER RUSH TRADING 12 (PTY) LT	3,643.50	3,765.40	2,201.60	9,610.50
PREMIUM COMPUTERS & STATIONERS	1,388.00	3,338.00	355.00	5,081.00
PURUSHA PUBLICATIONS (PTY) LTD	6,877.28			6,877.28
REGINALT EDEO MARAIS		8,952.00		8,952.00
REINETTE AUBREY T/A HOUSE OF A			-	-
RIAAN JOENAAL	22,500.00	1,800.00		24,300.00
ROLA AUTO PTY LTD	9,534.03	10,522.40	9,881.60	29,938.03
SENTRAAL-SUID KOOPERASIE BEPER	53,295.13	44,779.96	65,269.68	163,344.77
SUZANNE ADAMS	3,670.00	3,260.00	12,185.80	19,115.80
SWD BANDEDIENS (PTY) LTD	28,579.45	30,589.65	13,859.40	73,028.50
SWD BEARINGS (PTY) LTD	758.99	1,618.28	3,494.39	5,871.66
SWDTECH (PTY) LTD	855.00			855.00
SWELLEN KONSTRUKSIE (PTY) LTD	19,923.00	328,800.00	49,770.00	398,493.00
SWELLENDAM GRASSNYERS (PTY) LT	8,364.56	13,330.25	13,564.51	35,259.32
SWELLENDAM VERF & DEKOR (EDMS)	868.50	1,335.50	831.83	3,035.83
T SEDGWICK HOLDINGS (PTY)LTD	688.16	113,876.08	28,727.08	143,291.32
THE ROUTE 62 STOP CC	1,261.60		1,244.80	2,506.40

TREND MANIA 1022 CC T/A OVERBE	6,497.60	2,710.00		9,207.60
TREVOR DAVIDS	1,920.00			1,920.00
TVM KONSTRUKSIE (EDMS) BPK	1,794.00	13,455.00		15,249.00
TWO MANS CONSTRUCTION PTY LTD	1,935.00	-		1,935.00
UBUSI BEEKEEPING APICULTURE IN	1,150.00			1,150.00
UKUKHWELA TRADING (PTY) LTD	12,844.95			12,844.95
WIRELESS WEB TECHNOLOGIES (PTY	67,980.00	64,200.00	64,200.00	196,380.00
WM MCKELVIN T/A SWELLENDAM AUT	20,160.77	35,139.75	24,237.75	79,538.27
Grand Total	676,809.10	1,946,242.96	1,002,319.19	3,625,371.25

The municipality placed orders with a total value of R12 848 040 for the 3RD quarter of which R3 625 371 were spend locally. This represents a local spending of **28% (rounded)**.

12.3 Receiving and distribution of goods

The receipt and issuing of goods are be recorded timeously at the stores department. The way goods are currently distributed should however be reconsidered taking into account the cost involved. It is recommended that where practical a central point be used for the receiving and distribution of specified goods.

12.4 Vendor performance, maintenance and contract administration

Vendor performance is continuously monitored and problems are promptly addressed by this office as it become known. Vendor records are updated on a regular basis however the management and administration of contracts are not on standard. This need to receive the necessary attention and resources for improvement.

Contract No	Description	Actual	Actual	Actual	Actual	Actual	Actual
N/A		60%	60%	60%	60%	60%	60%
90/2009	SAMRAS application software and related utility software	Bytes Technology group	60%				
SMT02/12/13/ WWTW02	Maintenance and assistance of electronic programmes and systems collaborator for a (3) Year Period	Business Engineering Services	100%				100%
SMT02/12/13 WWTW02	Procurement of Professional Services - Upgrading of Suurbraak Water Reservoir	IX Engineers (Pty) Ltd	60%				60%
SMT02/12/13 WWTW02	Procurement of Professional Services - Upgrading of Suurbraak Waste Water Treatment Works	IX Engineers (Pty) Ltd	60%				60%
SMT06/12/13	Appointment of Implementation Agent for Housing Projects for a (3) Year Period	Asla Construction (Pty) Ltd	80%				0%
SMT26/12/13	Provision of a Geographic Information System for a (3) Year Period	Esri SA (Pty) Ltd	60%				70%
SMT31/12/13	Provision of Meter Reading Solution on a Mobile Device for a three (3) year period	Lucrumsoft (Pty) Ltd.	100%				100%
SMT30/13/14	Provision of a Credit Control and Debt Collection Support System for a (3) Year Period	Geodebt Solutions CC.	100%				100%
SMT09/14/15	Prepaid Electricity Vending System- Software licences for a three (3) year period	Syntell (Pty) Limited	100%				100%
SMT16/14/15	Supply and Delivery of Diesel Fuel at the Swellendam Caravanpark and Bulldozer at Swellendam Municipal Refuse Dumpsite for a Three (3) year period.	Vericor Nineteen (Pty) Ltd. / Atlantic Oil	80%				0%
SMT24/14/15	Supply and Installation of a Web Based Online Bulk SMS Sending Service for a (3) Year Period	Corrogo Workforce Solutions (Pty) Ltd.	100%				100%

SMT25/14/15/01	Supply and Delivery of Water: Nuwe Dorp Malagas for a (3) Year Period	J.T. Kemp	80%		80%	0%
SMT25/14/15/02	Supply and Delivery of Water: Aasbank and Moddergat Infanta for a (3) Year Period	L.C. Eksteen	80%		80%	0%
SMT25/14-15/03	Supply & Delivery of Water: Kabeljoebank Infanta for a (3) Year Period	T. Sedgwick Holdings (Pty) Ltd.	80%		80%	0%
SMT27/14/15	Provision of an On-line Meter Reading Service for Bulk Electricity Meters for a (3) Year Period	Power Meter Technics (Pty) Ltd.	100%		100%	100%
SMT02/15/16	Provision of Cash-in Transit Services for a (3) Year Period	Fidelity Cash Solutions (Pty) Ltd	60%		80%	65%
SMT13/15/16	Provision of Professional Services: Upgrading of gravel roads with kerbs and stormwater infrastructure in smartie town, railton Phase 2	Hessequa Consulting Engineers	75%		75%	75%
SMT14/15/16	Provision of Professional Services: Barrydale bulk water infrastructure	Rowe Iliso JV T/A Charles Rowe and Associates	0%		0%	0%
SMT21/15/16	Provision of Group Life Insurance for a (3) Year Period	Alexander Forbes Financial Services	0%		0%	0%
SMT25/15/16	Supply, Installation, Commissioning and Maintenance of a Property Valuation Management System for Municipal Valuation and Rating Purposes for a (3) Year Period	Metgovis (Pty) Ltd	80%		80%	80%
SMT36/15/16	Supply, Delivery and Maintenance of Fire and Safety Equipment for a (3) Year Period	SRH Fire Protection	80%		80%	0%
SMT15/16/17	Appointment of a Small Contractor for Various Bitumen Works Within the Swellendam Municipal Area	Swellen Konstruksie (Pty) Ltd	0%		0%	0%
SMT17/16/17	Printing, Sorting and Mailing of Municipal Accounts for a (3) Year Period	CAB Holdings (Pty) Ltd.	80%		80%	80%
SMT27/16/17	Supply, Delivery and Administrative Support Services of a Fine Collection System and Camera Equipment	TMT Services and Supplies (Pty) Ltd.	100%		100%	0%
SMT29/16/17	Supply and Delivery of Photocopy for a (3) Year Period	Phetogo Business Enterprises	0%		90%	0%
SMT30/16/17	Provision of Various Maintenance Services in Infanta for a (3) Year Period	Tommy Arendse t/a Arendse Konstruksie (Pty) Ltd	80%		80%	0%

SMT34/16/17	Selling of Prepaid Electricity for a three (3) year period	Oasis Kleinhandelaar BK	80%				80%
SMT35/16/17	Provision of Professional Services: Compilation of General Valuation Roll for a (3) Year Period	DDP Valuers (Pty) Ltd.	80%				80%
SMT05/17/18	Supply and Installation of Tracking Systems in Municipal Vehicles for a (3) Year Period	DigiCore Fleet Management System South Africa (Pty) Ltd.	80%				80%
SMT06/17/18	Supply and Delivery of Chemicals for Sludge Thickening Purposes for a (3) Year Period	Rheochem (Pty) Ltd.	80%				80%
SMT08/17/18	Supply and Delivery of Uniforms: Traffic and Law Enforcement for a (3) Year Period	TRF Sport	0%				0%
SMT09/17/18	Provision of Professional Services: Monitoring of Water Quality (Water and Wastewater) for a (3) Year Period	A.L. Abbott & Associates	80%				80%
SMT11/17/18	Provision of Laundry Services for a (3) Year Period	FS Algemene Dienste (Pty) Ltd.	80%				0%
SMT13/17/18	Supply and Delivery of Tyres, Tubes, Wheel Balancing, Alignment and Tyre Repair Services for a (3) Year Period	SWD Bandediens BK t/a Tyremart Swellendam	80%				80%
SMT16/17/18	Supply and Delivery of Safety and Protective Clothing for a (3) Year Period	Ganedhi Trading Enterprise	0%				0%
SMT21/17/18	Renting of Multifunctional Photocopiers for a (3) Year Period	Arriba Technologies (Pty) Ltd.	100%				100%
SMT22/17/18	Provision of Legal and Special Legal Services for a (3) Year Period	Micheal Hendrik Veldman t/a Powell Kelly Veldman	100%				100%
SMT26/17/18	Service, Maintenance and Repair of Municipal Vehicles, Plant and Equipment for a (3) Year Period	Brasika Consulting (Pty) Ltd.	100%				100%
SMT32/17/18	Provision of Short Term Insurance for a three (3) year period	Adv. J.F. Koekemoer Mastermac Auto Repairs (Pty) Ltd.	100%				100%
		AAD Truck & Bus (Pty) Ltd.	80%				80%
		Hydrenco (Pty) Ltd.	80%				80%
		Nico Swart Consultancy (Pty) Ltd.	80%				80%

SMT33/17/18	Provision of JTC Services for a three (3) year period	Wireless Web Technologies (Pty) Ltd.	60%	60%	60%
SMT05/18/19	Strip, Repair and Maintenance of Pumps, Mixers and Electric Motors for a (3) Year Period	Hendrick Greeff CC. t/a Allfix Services	0%	0%	80%
		ABE Rewinds (Pty) Ltd t/a Delta Rewinds (Pty) Ltd	80%	0%	80%
		LH Marthinussen Cape Town a division of Actom (Pty) Ltd	80%	80%	80%
SMT06/18/19	Supply and delivery of Refuse Bags for a period of three (3) years	Ikamva Facilities Management cc	80%	0%	0%
SMT07/18/19	Provision of Security Services for a period of three (3) years	Bredasdorp Armed Response	85%	85%	85%
SMT14/18/19	Service Provider for the placement of advertisements in local media for a period of (3) years	E Theunissen t/a Langeberg Bulletin	100%	100%	100%
		Purusha Publications (Pty) Ltd	100%	100%	0%
SMT15/18/19	Supply, Installation and Monitoring of Alarm Systems for a period of three (3) years	FAM Genote (Pty) Ltd. t/a Secunet Security Solutions	100%	100%	100%
SMT18/18/19	Supply and Delivery of Cement for a period of three (3) years	Memotek Trading ck	0%	90%	0%
SMT19/18/19	Provision for the land use planning process for a period of three (3) years	TPM Stadsbeplanners cc	60%	60%	65%
		Xeracote cc t/a Olympia International Paints and Coatings	80%	85%	0%
SMT21/18/19	Supply and Delivery of Road marking paint for a period of three (3) years	Ignite Advisory Services (Pty) Ltd	100%	100%	100%
SMT22/18/19	Provision of various web based electronic management systems for a period of three (3) years				
SMT24/18/19	Supply and Delivery of Liquid Aluminum Sulphate for a period of three (3) years	Kemanzi (Pty) Ltd	280%	80%	0%
SMT26/18/19	Repairs and Services of vehicles with Allison gearboxes and P.T.O. repairs for a period of (3) years	HD Transmissions (Pty) Ltd	80%	80%	80%
SMT28/18/19	Design and place advertisements in provincial and national media for a period of (3) years	Ayanda Mbanaga Communications (Pty) Ltd	0%	80%	0%
SMT35/18/19	Provision of Accounting Support for a period of three (3) years	Mubesko Africa (Pty) Ltd in consortium with Moore Stephans	80%	80%	0%

SMT37/18/19/SE01	Provision of Professional Services: Assessment of structural conditions of existing municipal buildings	Bergstan South Africa	0%				0%
	Railton: Upgrading of gravel roads and stormwater infrastructure: Phase 2 (Portion 2)	Entsha Henra (Pty) Ltd	80%				70%
SMT01/19/20	Plant hire (asphalt paving machine) for a period of three (3) years	Martin & East (Pty) Ltd	0%				0%
			0%				0%
	Plant hire (Skid Steer with Milling attachment) for the period ending 30 June 2022	Sage Trans cc	0%				0%
			0%				0%
	Plant hire (Chip spreader/ 6m ³ tipper combination) for the period ending 30 June 2022	Potgieter Broers Grondverskuiwing	0%				0%
			0%				0%
	Plant hire (horizontal drilling machine 110mm-250mm) for the period ending 30 June 2022	Sage Trans cc	0%				0%
			0%				0%
	Plant hire (wood chipper which accommodate a 300mm tree trunk + operator) for the period ending 30 June 2022	Moreson Grondverskuiwers (Pty) Ltd	0%				0%
			0%				0%
Plant hire (combination high pressure jet with vacuum tanker) for the period ending 30 June 2022	Jirah Construction cc	0%				0%	
		0%				0%	

		Finecorp Trading 113cc	0%		0%		0%
		Lezmin 1712 cc	0%		0%		0%
		Potgieter Broers Grondverskuiwing (Pty) Ltd	0%		0%		0%
		TVM Konstruksie (Pty) Ltd.	80%		0%		0%
SMT06/19/20	Provision of Refuse Removal Services in Infanta and Malagas for a period of three (3) years	Genandendal Jackies Bazaar cc	80%		0%		0%
SMT07/19/20	Supply and Delivery of toilet paper for the period ending 30 June 2022	Silver Solutions 1140cc t/a Cape Hygiene	80%		90%		0%
SMT09/19/20	Supply and Delivery of Water Purification Chemicals and related items for the period ending 30 June 2022	Chlorcape (Pty) Ltd	80%		80%		80%
		Ikusasa Chemicals (Pty) Ltd	80%		80%		80%
		Rheochem (Pty) Ltd.	80%		80%		80%
		Memotek Trading cc	80%		80%		80%
		2ACS Services (Pty) Ltd	80%		80%		80%
SMT10/19/20	Supply and Delivery of Water Purification Chemicals and other related items (Chlorine Gas) for the period ending 30 June 2022	2ACS Services (Pty) Ltd	80%		80%		80%
	Supply and Delivery of Aluminium Sodium Oxide for a three (3) year period	Kemanzi (Pty) Ltd	80%		80%		80%
SMT11/19/20	Supply and Delivery of Pre-fab Concrete products for the period ending 30 June 2020	Lzinga Inphala Enterprise (Pty) Ltd	85%		0%		0%
	Supply and Delivery of Pre-fab Concrete products for the period ending 30 June 2021	TVM Konstruksie (Pty) Ltd.	80%		0%		0%
	Supply and Delivery of Pre-fab Concrete (Pavers and Cement building blocks) products for the period ending 30 June 2022	Memotek Trading cc	0%		0%		0%
	Supply and Delivery of Pre-fab Concrete (Ready Mix Concrete) products for the period ending 30 June 2022	Memotek Trading cc	0%		0%		0%

	Supply and Delivery of Pre-fab Concrete (Ready Mix Concrete) products for the period ending 30 June 2023	TVM Konstruksie (Pty) Ltd.	0%		0%		0%
SMT12/19/20	Supply and Delivery of Bitumen products for the period ending 30 June 2022	Sirti Enterprise (Pty) Ltd	0%		0%		0%
	Supply and Delivery of reinforced concrete pipes and HDPE structure wall pipes for the period ending 30 June 2022	Tosas (Pty) Ltd	0%		60%		0%
SMT13/19/20	Supply and Delivery of reinforced concrete pipes and HDPE structure wall pipes for the period ending 30 June 2023	Last Sumarai Property Holdings 2 cc t/a Ithuba Industries	0%		0%		0%
	Supply and Delivery of IT Equipment for the period ending 30 June 2022	Take Note Trading 245 cc t/a Universal Trading	0%		0%		0%
SMT14/19/20	Construction of the Bulk Rising Main in Suurbraak (Phase 1B)	Bidvest Waltons a division of Bidvest Office (Pty) Ltd	60%		60%		60%
SMT15/19/20	Supply and Delivery of Electrical Cables for the period ending 30 June 2022	Urhwebo e-Transand	80%		80%		80%
	Maintenance / service of high voltage electrical distribution equipment on a rotational basis for the period ending 30 June 2022	Aberdare Cables (Pty) Ltd	0%		80%		80%
SMT17/19/20	An internal radio communication system for the period ending 30 June 2022	Actom Electrical Products (Pty) Ltd	0%		80%		80%
	The Provision of Services for the Demolition of illegal structures in the Swellendam Municipal area for the period ending 30 June 2022	ARB Electrical Wholesalers (Pty) Ltd	0%		80%		80%
SMT20/19/20	Upgrading of Suurbraak Bulk Water Supply Scheme Phase 2A - Pump Station	De Kock and Cronje (Pty) Ltd	0%		0%		80%
SMT25/19/20	Supply and Delivery of Sudfloc 3870 for the period ending 30 June 2022	Technoserve Medium Voltage (Pty) Ltd	0%		0%		80%
SMT26/19/20	Supply and Delivery of Bitumen products for the period ending 30 June 2022	LCT Communications cc t/a R & S Communications	80%		80%		80%
SMT30/19/20	Supply and Delivery of Sudfloc 3870 for the period ending 30 June 2022	Red Ant Security Relocation and Eviction Services (Pty) Ltd	0%		0%		0%
SMT31/19/20	Supply and Delivery of Sudfloc 3870 for the period ending 30 June 2022	Alveo Water (Pty) Ltd	0%		0%		0%
		Mermotek Trading cc	0%		0%		80%

12.5 Disposal of assets

None


13. RECOMMENDATION

1. That cognisance be taken of the report.
2. That the report be made public in accordance with section 21A of the Municipal Systems Act.


REPORT SUBMITTED BY:


BJ BEYERS
MANAGER SCM

RECOMMENDED BY:


H. SCHLEBUSCH
CHIEF FINANCIAL OFFICER

APPROVED BY:


AM GROENEWALD
MUNICIPAL MANAGER


NG MYBURGH
EXECUTIVE MAYOR

15 MAY 2020