

SWELLENDAM MUNICIPALITY



DIRECTORATE: FINANCIAL SERVICES

SUPPLY CHAIN MANAGEMENT

**IMPLEMENTATION REPORT FOR THE 2017/2018 FINANCIAL
YEAR**

INDEX

The scope of the implementation review will include the following:

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1. INTRODUCTION

The Local Government: Municipal Finance Management Act, No 56 of 2003, (MFMA) requires the municipality to have and implement a Supply Chain Management Policy which give effect to the provisions of Part 1 of Chapter 11 of the Act which deals with Supply Chain Management (SCM).

On the 30th of May 2005, National Treasury issued the Municipal Supply Chain Management Regulations. As a Low Capacity Municipality, the Swellendam Municipality had to comply with the provisions of the Regulations as from 01 July 2006. Council's current SCM Policy was approved on 01 December 2005.

Although the MFMA prohibits a Councillor from being a member of a bid committee or any other committee evaluating or approving quotations or tenders, Council has an oversight role to ensure that the Municipal Manager implements all the Supply Chain Management activities in accordance with its policy. For the purposes of such oversight the Regulations require that the Municipal Manager must -

- (a) Within 30 days of the end of each financial year, submit a report on the implementation of the policy to the Council.**

Following please find the said Supply Chain Management Implementation Report for the 2016/2017 financial year of Swellendam Municipality.

2. POLICY

The revised policy was adopted by Council on 30 May 2017 to incorporate the latest SCM prescripts, as required by paragraph 3 of the SCM Regulations. The policy for the 2018/2019 financial year has been reviewed which was adopted on 30 May 2018.

3. DELEGATIONS

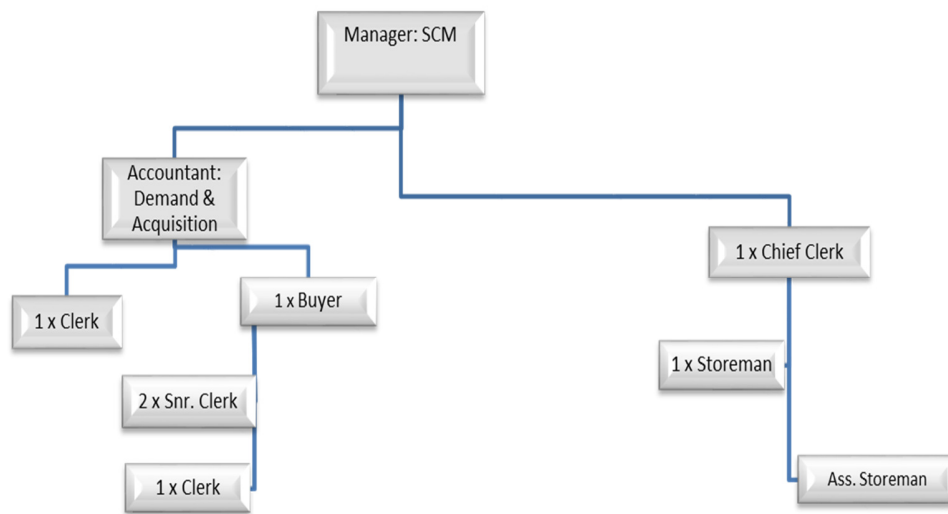
The Municipal Manager is responsible for implementing the policy and to take all reasonable steps to ensure that proper mechanisms and separation of duties in the supply chain management system are in place to minimise the likelihood of fraud, corruption, favouritism and unfair and irregular practices.

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. According to Section 79 and 106 of the MFMA delegations and sub-delegations must be in writing. A system of 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:



The current structure is however not fully implemented.

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 1255 suppliers registered on this Database. The number of suppliers increased by 133 registered suppliers from the last financial year.

Procurement Plan

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 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 the 2018/2019 financial year in order to ensure that they spend their budgets effectively, efficiently and economically.

6. ACQUISITION MANAGEMENT**Range of procurement processes**

The following thresholds are currently being adhered to in terms of the current SCM policy in order to support the strategic and operational commitments of the municipality:

(a) Petty cash purchases

Goods are purchased by way of petty cash purchases, up to a transaction value of R 200 (VAT included).

(b) Price quotations

Goods and services are procured by way of verbal quotations for a transaction value up to R2 000 (VAT included).

(c) Written price quotations

Goods and services are procured by way of written or verbal quotations for a transaction value over R2 000 up to R30 000 (VAT included).

(c) Formal written price quotations

Goods and services must be procured by way of formal written price quotations for procurements of a transaction value over R30 000 up to R200 000 (VAT included).

(e) A competitive bidding process

Goods and services are procured by way of a competitive bidding process for-

- procurement above a transaction value of R200 000 (VAT included); and
- the procurement of long term contracts.

Procurement Statistics

Description	Total No	Monthly Average	Daily Average
Requests processed	14 833	1236	61
Orders processed	14 833	1236	61
Requests cancelled or referred back	707	59	3
Extensions	13	1.08	0.05
Bids received (number of documents)	183	15.25	0.77
Bids awarded	20	1.6	0.08
Bids awarded ≤ R200 000	11	0.92	0.05
Appeals registered	5	0.4	0.002
Successful Appeals	1	0.08	0.004

7. BID COMMITTEE SYSTEM

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

(a) The Bid Specification Committee (BSC)

The Bid Specification Committee compiles the specifications for the procurement of goods or services by the municipality.

The committee is appointed by the Accounting Officer and must be composed of one or more officials of the municipality, preferably a Supply Chain Management Practitioner and the manager responsible for the function involved, and may when regarded appropriate by the Accounting Officer, include external specialist advisors. The proceedings are being formalised via the arrangement of meetings by the SCM Unit.

(b) The Bid Evaluation Committee (BEC)

The Bid Evaluation Committee is appointed by the Accounting Officer and must as far as possible be composed of-

- officials from departments requiring the goods or services; and
- at least one supply chain management practitioner of the municipality.

The proceedings have been formalised by taking minutes of the proceedings of the Bid Evaluation Committee meetings by SCM personnel. Currently, the composition of the committee excludes a SCM practitioner due to a lack of staff.

(c) The Bid Adjudication Committee (BAC)

The Bid Adjudication Committee must consist of at least four senior managers of the municipality which must include –

- the chief financial officer or, if the chief financial officer is not available, another manager in the budget and treasury office reporting directly to the chief financial officer and designated by the chief financial officer;
- at least one senior supply chain management practitioner who is an official of the municipality; and
- a technical expert in the relevant field who is an official of the municipality, if the municipality has such an expert.

The Bid Adjudication Committee has been functional and has been involved in all bids exceeding R30,000.

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 2017/2018 financial year:

DIRECTORATE	TENDER NO	TENDER DESCRIPTION	SUPPLIER / CONTRACTOR	AMOUNT APPROVED VAT Excl.
Community	SMT01/17/18	Appointment of Small Contractors for Various Small Works Within SWELLENDAM	DS Martin	Tariffs
			GC Martin	Tariffs
			WC Rode	Tariffs
			TW Davids	Tariffs
			AH Windvogel	Tariffs
			Jan Swanepoel	Tariffs
			Swellen Konstruksie	Tariffs
Community	SMT02/17/18	Appointment of Small Contractors for Various Small Works Within BUFFELJAGSRIVIER	G.J. Damonse	Tariffs
			J.M. Carelse	Tariffs
Community	SMT03/17/18	Appointment of Small Contractors for Various Small Works Within SUURBRAAK	D. Prins	Tariffs
Community	SMT03/17/18	Appointment of Small Contractors for Various Small Works Within BARRYDALE	R. Marais	Tariffs
			R62 Quality Control & Civils	Tariffs
			Qinisekile System Solutions	Tariffs
Fleet Management	SMT05/17/18	Supply & Installation of Tracking Systems in Municipal Vehicles	DigiCore Fleet Management System South Africa (Pty) Ltd.	R 550 000.00

Infrastructure	SMT06/17/18	Supply & Delivery of Chemicals for Sludge Thickening Purposes for a (3) Year Period	Rheochem (Pty) Ltd.	R 1 446 120.00
Finance	SMT07/17/18	Supply & Delivery of Laptops, PC's & Software	Neo Technologies (Pty) Ltd.	R 322 183.00 Tariffs
Traffic	SMT08/17/18	Supply & Delivery of Uniforms: Traffic & Law Enforcement for a (3) Year Period	TRF Sport	Tariffs
Infrastructure	SMT09/17/18	Provision of Professional Services: Monitoring of Water Quality (Water & Wastewater) for a (3) Year Period	A.L. Abbott & Associates	R 936 862.00
Corporate	SMT10/17/18	Sale of Residential Erf. 3702 in Oak Street, Swellendam	P. Williams	R 75 000.00
Community	SMT11/17/18	Provision of Laundry Services for a (3) Year Period	FS Algemene Dienste	Tariffs
Corporate	SMT12/17/18	Proposals for the Development of Erf. 6715, Swellendam	The Rain Holding Company	R 2 222 222.00
Fleet Management	SMT13/17/18	Supply & Delivery of Tyres, Tubes, Wheel Balancing, Alignment & Tyre Repair Services	SWD Bandediens BK.	Tariffs
Infrastructure	SMT14/17/18	Repair & Maintenance of Pumps, Mixer-, Aerator- and Pump Electric Motors for a (3) Year Period	Hendrik Greef cc t/a Allfix Services	R 742 365.00
Corporate	SMT15/17/18	Selling of Residential Erf. No. 4651, Swellendam	Agritech SWD cc.	R 154 385.96
Stores	SMT16/17/18	Supply & Delivery of Safety and Protective Clothing for a (3) Year Period	TRF Sport	Tariffs
			Safety Protective Clothing	Tariffs
			Ganedhi Trading Enterprise	Tariffs
Infrastructure	SMT17/17/18	Upgrading of Gravel Roads & Stormwater Infrastructure in Smartie Town, Swellendam	Benver Civils & Plant Hire	R 6 332 032.87
Fleet Management	SMT18/17/18	Supply & Delivery of Sadan Vehicles, Light & Heavy Commercial Vehicles, Busses & Motor Cycles to the State	Ford Motor Company of SA	R 163 789.17
Finance	SMT19/17/18	Provision of an On-line Meter Reading Service for Bulk Electricity Meters for a (3) Year Period	Power Meter Technics (Pty) Ltd.	R 350 000.00
Corporate	SMT20/17/18	Supply & Installation of a Web Based Online Bulk SMS Sending Service for a (3) Year Period	Corrogo Workforce Solutions (Pty) Ltd.	Tariffs
Corporate	SMT21/17/18	Renting of Multifunctional Photocopiers for a (3) Year Period	Arriba Technologies (Pty) Ltd.	4 979 191.56
Corporate	SMT22/17/18	Provision of Legal & Special Legal Services for a (3) Year Period	Powell Kelly Veldman	Tariffs
			Brasika Consulting	Tariffs
			Adv. J.F. Koekemoer	Tariffs
Traffic	SMT23/17/18	Construction of New Additions to the Swellendam Traffic Department Office Building	Qwaka Construction	R 626 241.60
Fleet	SMT24/17/18	Mechanical Repair & Service of Vehicles until March 2018	Mastermac Auto Repairs (Pty) Ltd.	Tariffs
			AAD Truck & Bus (Pty) Ltd.	Tariffs
Electrical	SMT25/17/18	Supply, Installation & Commissioning of a New 11 Kv. Switchgear, Associated Equipment in the Existing Bethel Substation & Feeder Cable to the Railton Switching	Techno Serve Medium Voltage (Pty) Ltd.	R 3 225 350.21

		Station		
Fleet Services	SMT26/17/18	Service, Maintenance & Repair of Municipal Vehicles, Plant & Equipment for a (3) Year Period	Mastermac Auto Repairs (Pty) Ltd.	Tariffs
			AAD Truck & Bus (Pty) Ltd.	Tariffs
			Hydrenco (Pty) Ltd.	Tariffs
Corporate	SMT28/17/18	Provision of Security Services for a (3) Year Period	CANCELLED	
Finance	SMT29/17/18	Rendering of IT Services to the Swellendam Municipality	PC Connection IT Consulting (Pty) Ltd.	Tariffs
Store Room	SMT30/17/18	Provision of Toilet Paper for a (3) Year Period	Top One Hygiene (Pty) Ltd.	R 213 600.00
Infrastructure	SMT31/17/18	Upgrading of Suurbraak Bulk Water Supply Scheme	Benver Civils & Plant Hire	R 6 132 339.39
Corporate	SMT32/17/18	Provision of Short Term Insurance for the Period 01 July 2018 to 30 June 2021	Nico Swart Consultancy (Pty) Ltd.	R 1 801 777.71
Finance	SMT33/17/18	Provision of ITC Services	Wireless Web Technologies (Pty) Ltd.	R 2 441 448.00
Electrical	SMT34/17/18	Provision of Prof. Services: Upgrading of the Main Intake Substation	Motla Consulting Engineers (Pty) Ltd.	R 203 203.30
Finance	SMT35/17/18	Provision of Meter Reading Solution on a Mobile Device	Lucrumsoft (Pty) Ltd.	R 468 000.00
Finance	SMT36/17/18	Selling of Prepaid Electricity	Oasis Café	R 200 000.00
Finance	SMT37/17/18	Extension of License Agreement & Main Receivers Agreement	Syntell (Pty) Ltd.	R 4 086 956.52
Finance	SMT38/17/18	Samras DB4: Flexge 4 (7.1U) Acocobol Programming Specialist	George Steyn	R 45 000.00
Infrastructure	SMT39/17/18	Construction of New Additions to the Swellendam Traffic Department Office Building	Qwaka Construction	R 284 650.00
Corporate	SMQ01/17/18	Provision of Recruitment Services: Municipal Manager Position	No Offers Received-Bid Cancelled	
Community Services	SMQ02/17/18	Installation of (3) Pre-Cast Toilets, Barrydale	Brianstone Construction & Projects	R 86 000.00
Community Services	SMQ03/17/18	Installation of (1) Pre-Cast Toilets, Heuningbos	Brianstone Construction & Projects	R 36 500.00
Electrical	SMQ04/17/18	Provision of Prof. Services: Upgrading of the Main Intake Substation	Motla Consulting Engineers (Pty) Ltd.	R 120 930.55
Finance	SMQ05/17/18	Supply & Delivery of IT / Network Equipment & Software	First Technologies (Pty) Ltd.	R 118 276.00

Corporate	SMQ06/17/18	Replacing of existing cupboards in kitchens of the Council Chambers and Municipal Head Office, Swellendam.	Jacques Taylor (Dagbreek Kabinette)	R 27 575.00
Infrastructure	SMQ07/17/18	Supply & Installation of Fencing Material for the Hermitage Pump Station	Brianstone Construction & Projects	R 90 000.00
Infrastructure	SMQ08/17/18	Supply, Installation & Commissioning of Chemical Dosing Pumps for the WTW	Maxal Projects	R 51 580.00
Infrastructure	SMQ09/17/18	Supply, Delivery, Commissioning & Training of Laboratory Equipment	United Scientific SA CC.	R 63 000.00
			Seperation Scientific SA (Pty) Ltd	R 7 155.00
			CTE Water Tech	R 28 757.00
Infrastructure	SMQ10/17/18	Supply, Delivery & Installation of a Sewer Pump at the Barrydale Pump Station	G.W. Trautman CC.	R 180 000.00
Finance	SMQ11/17/18	Supply & Delivery of IT Network Equipment	First Technologies (Pty) Ltd.	R 53 155.00

R 38 865 646.84

8. DEVIATIONS FROM PROCUREMENT PROCESSES

The Supply Chain Management Policy states in Paragraph 36:

- (1) The accounting officer may –
 - (a) dispense with the official procurement processes established by this 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 the acquisition of special works of art or historical objects where specifications are difficult to compile;
 - (iv) acquisition of animals for zoos and/or nature and game reserves; or
 - (v) in any other exceptional case where it is impractical or impossible to follow the official procurement processes; and
 - (b) ratify any minor breaches of the procurement processes by an official or committee acting in terms of delegated powers or duties which are purely of a technical nature.

- (2) The accounting officer must record the reasons for any deviations in terms of subparagraphs (1)(a) and (b) of this policy and report them to the next meeting of the council and include as a note to the annual financial statements.

- (3) Subparagraph (2) does not apply to the procurement of goods and services contemplated in paragraph 11(2) of this policy.

Accordingly please find statistics as well as a schedule of the deviations approved by the Accounting Officer during the 2017/18 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
	2017/18		2016/17	
Clause 36(1)(a)(i) - Emergency	197 903.08	5.83	R88 990.00	2.03
Clause 36(1)(a)(ii) – Sole Supplier	246 181.41	6.39	R73 380.81	1.67
Clause 36(1)(a)(iii) - Unique arts			n/a	n/a
Clause 36(1)(a)(v) - Impractical / impossible	3 395 846.24	88.09	R4 216 855.04	96.00
Clause 36(1)(b) – Minor breaches of procurement processes	15 011.48	0.39	R13 552.06	0.31
Total	3 854 942.21	100	R4 392 777.91	100

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

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

Datum	Verskaffer	Kwotasie besonderhede	Bedrag	Dept	Rede vir Afwyking
14-Sep-17	Powercomm Solutions	Herstel van kabelfout Barrydale	14 703.15	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring Wnde. MM
14-Sep-17	Red Ants Security Relocation	Afbreek van onwettige strukture Suurbraak	43 126.20	DKD	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring Wnde. MM
22-Sep-17	Spilhaus Swellendam	Voorsiening en installering van waterpomp	13 771.20	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring Wnde. MM
28-Sep-17	Spilhaus Swellendam	Voorsiening en installering van waterpomp	36 440.70	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring Wnde. MM
28-Sep-17	D&H Engineering	Rekonstruksie van waterpomp en basisplaat van motor	8 650.00	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring Wnde. MM
28-Sep-17	Imvusa Trading	Voorsiening van water aan Railton Gemeenskap	5 075.00	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring Wnde. MM
18-Jan-18	Imvusa Trading 2121 CC	Voorsiening van water tydens waterkrisis	9 100.00	DID	Nood toestand. Goedkeuring deur MM verleen.

22-Jan-18	Secunet- Trust Patrols	Verskaffing van sekuriteit Bjags- Na inbraak	1 596.00	DKD	Dringend vanwee inbraak vir beveiliging van gebou. Goedkeuring deur MM verleen
23-Jan-18	Entas Construction (Pty) Ltd	Herstelwerk Buffeljagsrivier kantoor gebou inbraak	9 398.16	DFD	Dringend vanwee inbraak vir beveiliging van gebou. Goedkeuring deur MM verleen
23-Jan-18	A.H. Windvogel	Lewering van dienste gedurende Desember 2017 sluiting van kantore	5 760.00	DID	Dringende werke. Goedkeuring deur MM verleen
13-02-2018	GW Trautmann CC	Repair Gormann Rupp faulty pum at Silo Pumpstation Swellendam	47 783.67	DID	Slegs 1 kwotasie aangesien dit noodtoestand is. Goedkeuring MM
16-02-2018	De Jager Elektries	Ondersoek en herstelwerk aan Raadsaal CCTV kamera stelsel	2 499.00	DKD	Dringend vanwee vir beveiliging van gebou en rekords van Raadsvergadering. Goedkeuring deur MM verleen.
			197 903.08	5.83	

Afwygings 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
22- Aug- 17	AAD Truck & Bus	Diens van Tipper trok CCK 10151 Soos per kwotasie	7 530.42	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win. Aanbevole verskaffer on waarborg te behou
26-02-2018	Kathy Dumbrell	Assist the Swellendam Municipality in obtaining a s34 permit from HWC for the proposed burglar bars to Ou Wawiel building	2 580.00	DKD	Dringend vanwee inbraak vir beveiliging van gebou. Goedkeuring deur MM verleen. Enigste verskaffer
01-03-2018	SSK	Herstelwerk aan New Holland trekker remme CCK5877	15 681.29	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win. Goedkeuring MM
01-03-2018	Barloworld Equipment	250 uur diens aan CAT Agtergrawer	15 081.68	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win. Goedkeuring MM
24-04-2018	Duplex Liquid Meters (Pty) Ltd	Voorsiening en diens van hoogteskakelaar	22 186.95	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win. Aanbevole verskaffer behou waarborg. Goedkeuring MM
09-05-2018	Barloworld Equipement	Herstel van "foot valve" van CAT Grader CCK 13565	22 140.32	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win. Goedkeuring MM
11-05-2018	Workshop Electronics	Voorsiening en installasie van "Geo Vision IP" kamera en sagteware voertuigtoetstasie	24 759.00	DGD	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win. Aanbevole verskaffer is enigste verskaffer van Millitron toerusting. Goedkeuring MM

14-05-2018	CTE Watertech	Kalibrasie van "multi parameter "water toetsapparaat	9 205.52	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win. Goedkeuring MM
17-05-2018	Workshop Electronics	Vervanging van rollers padvaardigheid toerusting Verkeertoetstasie	18 848.00	DGD	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win. Goedkeuring MM
20-05-2018	Dell	Spesialiseerde tegniese ondersteuning IT	6 583.75	DFD	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win. Goedkeuring MM
29-05-2018	Transtech	Herstelwerk aan vulliskompakteerder CCK 3348	83 820.51	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win. Goedkeuring MM
26-Jun-18	Transtech	Herstelwerk aan vulliskompakteerder CCK 3348	17 763.97	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win. Goedkeuring MM
			246 181.41	6.39	

Afwygings 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
			0.00		

Afwygings 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
			0.00		

Afwygings 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
14-Jul-17	De Jager Elektries	Herstelwerk aan mikrofoonstelsel by die Raadsaal	4 389.00	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win
20-Jul-17	Huber Technology	Voorsiening van chemikalieë Swellendam Rioolwerke	53 848.56	DID	Slegs 1 kwotasie dit onprakties is om nog kwotasies in te win .Goedkeuring MM
20-Jul-17	Huber Technology	Assistering met die droogpers masjien Klipperivier Rioolwerke	5 124.30	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring MM
20-Jul-17	SS Pumps	Herstel van waterpomp by Klipperivier Rioolwerke	78 546.00	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring MM
25-Jul-17	Roy Steele & Assosiates	Keuring en evaluasie van kandidate vir die MB pos	34 086.00	DKD	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te

					win.Goedkeuring MM
18-Aug-17	SS Pumps	Herstel van waterpomp-Bakenskop pomp "Strip & Quote"	51 765.00	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring Wnde. MM
18-Aug-17	Huber Technologies	Strip and quote van Rotating drum screens Klipperivier WWTW	125 058.00	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring Wnde. MM
22-Aug-17	Barloworld Equipment CAT	500hr diens soos per kwotasie - CAT	16 928.50	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring Wnde. MM
24-Aug-17	Metrohm	Calibration of pH meters	3 813.30	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring Wnde. MM
24-Aug-17	Huber Technology	Supply and delivery of chemicals Swellendam WWTW	109 600.00	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring Wnde. MM
28-Aug-17	TVM Konstruksie	Tow in of Sewarage Truck CCK 10352	19 489.44	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring Wnde. MM
12-Sep-17	Lemon Laundry	Skoonmaak van beddegoed Karavaanpark	2 918.00	DGD	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring Wnde. MM
14-Sep-17	PC Connection	Installasie van koorlose IT Sisteem Kanoor van Onder - Burgemeester te Barrydale	3 910.00	DFD	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring Wnde. MM
14-Sep-17	Coastline Aluminium	Vervanging en installasie van elektroniese deurslot	3 673.00	DKD	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring Wnde. MM
14-Sep-17	SSE - Excelecom	Opgradering van telemetrie stelsel	11 998.50	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring Wnde. MM
19-Sep-17	Lemon Laundry	Skoonmaak van beddegoed Karavaanpark	2 720.00	DGD	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring Wnde. MM
21-Sep-17	Metrohm	Herstelwerk Ph meter	13 579.68	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring Wnde. MM
21-Sep-17	Sentraal Suid Kooperasie	Diens van voertuig CCK 2339	3 984.70	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring Wnde. MM
21-Sep-17	HD Transmissions	Herstel van ratkas CCK3348	8 823.60	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te

					win.Goedkeuring Wnde. MM
28-Sep-17	SSE - Excecom	Vervanging van "transmitter probe" Barrydale rouwater reservior	9 177.00	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring Wnde. MM
12-Okt-17	HD Transmissions	Herstel van ratkas van vullistrok CCK 3348 (Addisioneel)	6 315.60	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring Wnde. MM
18-Okt-17	CTE Water Tech	Kalibrasie van 2 Sesion Hach PH Meters	9 815.40	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring Wnde. MM
19-Okt-17	EA Swart T/A Sebo Matversorging	Skoonmaak van matte verskeie Biblioteke	4 100.00	DGD	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring Wnde. MM
19-Okt-17	Bright Idea Projects 322 CC	Herstel van rietdakke by Karavaanpark	7 410.00	DGD	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring Wnde. MM
18-Okt-17	Huber Technology	Voorsiening van ROS3 Sludge dewatering Polyelectrolyte Type K333L	74 681.40	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring Wnde. MM
26-Okt-2017	Hoeks Bakwerke	Herstel van beskadige Trok vervang Cab.	174 990.00	DID	Onprakties om die nodige verkrygingsproses te volg. Goedkeuring Wnde. MM
10-11-2017	Huber Technology	Strip & quote en herstel van drumscreen by Klipperivier Rioolwerke Swellendam	152 534.47	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring MM
10-11-2017	Strydom Armature Winders BPK	Herstelwerk aan pomp Barrydale pompstasie	7 871.70	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring MM
10-11-2017	AAD Truck & Bus	Diens van voertuig CCK 10847	6 420.63	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring MM
21-11-2017	ZEST Weg Group	Strip & quote en herstel van softstarter op pomp Railton Pompstasie	9 681.49	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring MM
21-11-2017	Bredarsdorp Armed Response	Lewering van ekstra sekuriteitsdienste kersliggie aansakel Railton, Swellendam	9 800.00	DKD	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring MM
04-12-2017	Harvey World Travel	Vlugte en akkomodasie MM en DID, MIG vergadering te Pretoria	7 400.00	MM	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring DKD
14-12-2017	PC Connection	Installasie van koordlose toerusting HR & SCM Kantore	19 340.00	DFD	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring MM

15-12-2017	AAD Truck & Bus	120 000km diens van Nissan UD trok CCK 11096	11 861.83	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring MM
15-12-2017	D&H Engineering	Herstel van "clarifier"	8 310.00	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring MM
18-Jan-18	HD Transmissions	Diens van ratkas van vullistrok CCK 3348	3 397.98	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring MM
18-Jan-18	Barloworld Equipment	Diens van CCK 15894- Dozer	9 945.98	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring MM
19-Jan-18	TVM Konstruksie (Pty) Ltd	Voorsiening en aflewering van beton randstene "wall cap"	25 308.00	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring MM
23-Jan-18	Harveyworld Travel Bredasdorp	Bespreking van vlugte en akkomodasie vir delegeerde Direkteure bywoning MIG vergadering Pretoria	9 273.00	DID/DFD	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring MM
30-Jan-18	Kathy Dumbrell Arthitectural Historian	Lewering van historiese dienste erwe 309 & 310, Suurbraak	2 580.00	DGD	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring MM
30-Jan-18	Barloworld Equipment	Lemme CCK 15894- Dozer	6 836.92	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring MM
30-Jan-18	Swellendam Bestuurskool	Bestuurslesse Kode 10 vir Senior Biblioteek assistant	2 600.00	DGD	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring MM
02-02-2018	Hydrenco	Herstel van hidroliese sisteem CCK 7439	59188	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring MM
07-02-2018	Curiositasa (Sabine Lehman)	Fasiliteer Strategiese sessie: Fasiliteite en Projekte	10000	KMB	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring MM
16-02-2018	PC Connections	Vervang volledige wireless toerusting Verkeers departement	2 620.00	ICT	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring MM
13-03-2018	PC Connection	Gebruik van WiFi internet maand tot maand basis	5 780.00	DFD	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring MM
15-03-2018	Workshop Electronics	Abeid en kalibrasie van toetstasie -Put toerusting	2 736.00	DGD	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win.Goedkeuring MM

20-03-2018	BCHC	Regsverteenwoordiging vir Uitvoerende Burgemeester in Arbeidsaak/Dispuut	28 500.00	DKD	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win. Goedkeuring MM
26-03-2018	JN Sefoor Bouers	Herstelwerk Karavaanpark- Prysverhoging in kwotasie	1 412.05	DGD	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win. Goedkeuring MM
29-03-2018	Hydrenco	Herstel van hidroliese sisteem CCK 7439	9 188.40	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win. Goedkeuring MM
29-03-2018	Fabricius Implemente	Herstel van trekker CCK 1999	2 761.06	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win. Goedkeuring MM
3-04-2018	Huber Technology	Strip & quote en herstel van drumscreen by Klipperivier Roolwerke Swellendam	119 025.00	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win. Goedkeuring MM
3-04-2018	PC Connection	Opgradering van IT netwerk	20 830.00	DFD	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win. Goedkeuring MM
25-04-2018	Riversdale Auto Boys	Versekering eis- herstek van voertuig ruit - Mnr. K. oosthuizen	2 100.01	DFD	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win. Goedkeuring MM
21-05-2018	Gw Trautmann CC	Herstel van Gormann Rupp pomp by die Silo pompstasie	55 598.13	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win. Aanbevole verskaffer behou waarborg. Goedkeuring MM
23-05-2018	Spilhaus Swellendam	Voorsiening van waterpompe Suurbraak Waterwerke	22 704.00	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win. Aanbevole verskaffer behou waarborg. Goedkeuring MM
23-05-2018	Zestweg Electrical (Pty) Ltd	Voorsiening van panele vir waterpompe Suurbraak Waterwerke	28 611.00	DID	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win. Aanbevole verskaffer behou waarborg. Goedkeuring MM
4-Jun-18	PC Connection	Installering van koordlose sisteem	4 040.00	DFD	Slegs 1 kwotasie aangesien dit onprakties is om nog kwotasies in te win. Aanbevole verskaffer behou waarborg. Goedkeuring MM
30-Jun-18	Agri World Recycling	Instandhouding en herwinning van vaste afval by die Bontebok Vaste Afval Terrein, Swellendam	997 494.00	DID	Onprakties om amptelike prosesse te volg. Goedkeuring MM
30-Jun-18	R& S Communications	Lewering van herhalingsdienste en lisensiëring van 70 radios aan Swellendam Munisipaliteit	87 538.53	DID	Onprakties om amptelike prosesse te volg. Goedkeuring MM

30-Jun-18	Oasis Kafee	Verkoop van voorafbetaalde elektrisiteit	69 908.74	DFD	Onprakties om amptelike prosesse te volg. Goedkeuring MM
30-Jun-18	Swellendam Grassnyers	Diens en herstel van grassny toerusting en masjienerie	69 902.53	DGD	Onprakties om amptelike prosesse te volg. Goedkeuring MM
30-Jun-18	Digicore Fleet Management	Voorsiening van opsporingdienste voertuie	109 667.65	DID	Onprakties om amptelike prosesse te volg. Goedkeuring MM
30-Jun-18	Brasika Consulting	Lewering van Regsdienste	48 621.50	DKD	Onprakties om amptelike prosesse te volg. Goedkeuring MM
30-Jun-18	Adv. Jan Koekemoer	Lewering van Regsdienste	55 296.46	DKD	Onprakties om amptelike prosesse te volg. Goedkeuring MM
30-Jun-18	Lucrumsoft (Pty) Ltd	Metering services	145 793.84	DFD	Onprakties om amptelike prosesse te volg. Goedkeuring MM
30-Jun-18	JT Kemp	Voorsiening van water in Malagas	126 775.00	DID	Onprakties om amptelike prosesse te volg. Goedkeuring MM
30-Jun-18	JT Kemp	Huur van vullisstortingsterrein Malagas	73 916.48	DID	Onprakties om amptelike prosesse te volg. Goedkeuring MM
30-Jun-18	LC Eksteen	Voorsiening van water in Infanta	6 936.22	DID	Onprakties om amptelike prosesse te volg. Goedkeuring MM
30-Jun-18	T Sedgwick	Voorsiening van water in Malagas	3 448.94	DID	Onprakties om amptelike prosesse te volg. Goedkeuring MM
30-Jun-18	T Sedgwick	Huur van vullisstortingsterrein Malagas	91 545.72	DID	Onprakties om amptelike prosesse te volg. Goedkeuring MM

3 395 846.24 88.09

Afwygings in terme van SCM regulasie 36 (i) (b) bekragtiging van geringe oortredings					
Datum	Verskaffer	Kwotasie besonderhede	Bedrag	Dept	Rede vir Afwyking
13-Dec-17	Langeberg Bulletin	Plasing van advertensie	348.00	DKD	Die bekleër het nie 'n bestelling laat proseseer met plasing van advertensie. Goedkeuring MM
13-Dec-17	Sentraal Suid Kooperasie	Aankoop van diesel	2 459.26	DGD	Bestelling was uitgemaak vir aankope by BP Atlantic aankope by verkeerde diensverskaffer gemaak. Goedkeuring MM
07-03-2018	Rola Ford	Aankoop van petrol	134.50	DID	Aankope gedoen sonder amptelike bestelling. Goedkeuring MM
07-03-2018	Uitsig Motors	Aankoop van petrol	415.50	DID	Aankope by verkeerde diensverskaffer. Goedkeuring MM
07-03-2018	Rola Ford	Aankoop van petrol	343.50	DID	Aankope by verkeerde diensverskaffer. Goedkeuring MM

13-03-2018	AH Windvogel	Kap en toe maak van sloot pypbreek Buitekantstraat	2 480.00	DID	Dienste was dringend benodig en amptelike bestelling kon nie vooraf uitgereik word nie. Goedkeuring MM
22-03-2018	De Jager Elektrisiteit	Diens van lugreelingstelsel	2200	DFD	Een kwotasie bo R2000.00 verkeerdlik goedgekeur. Goedkeuring MM
22-05-2018	Swellendam Grassnyers	Aankoop van nylon	1826.72	DGD	Bestelling uitgemaak vir SSK by verkeerde diensverskaffer aangekoop. Goedkeuring MM
27-Jun-18	Blackbird Trading 415cc t/a TM2 Commercial Vehicles	Herstel van voertuig CCK 14398	1 615.73	DID	Die bekleër het nie 'n bestelling laat proeseer Goedkeuring MM
29-Jun-18	Ayanda Mbanga Comm	Plasing van advertensie	3 188.27	DCS	Die prys was nie in lyn met die kontrak nie. Goedkeuring MM

15 011.48 0.39

**Totale afwykings vir
2017/2018**

3 854 942.21

8. 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
21/07/2017	LEBAZI BROTHERS (PTY)LTD	PICKING UP AND REMOVAL OF MATERIALS FAIRBAIRN STREET AND DROSTDY STREET	800.00	CLR. G LEBAZI	AUNT
21/07/2017	LEBAZI BROTHERS (PTY)LTD	CONCRETE WORKS HERMITAGE	1 010.00	CLR. G LEBAZI	AUNT
21/07/2017	LEBAZI BROTHERS (PTY)LTD	220 MM BUILDING AN PLASTER (KOPMURE HERMITAGE)	1 000.00	CLR. G LEBAZI	AUNT
21/07/2017	LEBAZI BROTHERS (PTY)LTD	REMOVAL OF BREAKDOWN MATERIALS	120.00	CLR. G LEBAZI	AUNT
25/07/2017	HEIN'S AUTO ELECTRICAL	BULBS 12V DOUBLE CONTACT	205.20	JOHAN DE JAGER	BROTHER
27/07/2017	HEIN'S AUTO ELECTRICAL	REPAIR OF ALTERNATOR CCK 5877	674.65	JOHAN DE JAGER	BROTHER
27/07/2017	HEIN'S AUTO ELECTRICAL	REPAIR LIGHTS & FIT OF ROTATING LAMP CCK	2 395.82	JOHAN DE JAGER	BROTHER
27/07/2017	HEIN'S AUTO ELECTRICAL	ATTEND TO FAULTY GAUGE CCK 10698	493.05	JOHAN DE JAGER	BROTHER
31/07/2017	LEBAZI BROTHERS (PTY)LTD	OPTEL EN VERWYDERING VAN MATERIAAL LICHTENSTEIN STRAAT	2 100.00	CLR. G LEBAZI	AUNT
31/07/2017	HEIN'S AUTO ELECTRICAL	REPAIR OF WIRING TO CANOPY CCK 8077	1 473.22	JOHAN DE JAGER	BROTHER
31/07/2017	HEIN'S AUTO ELECTRICAL	REPAIR OF REAR LIGHTS CCK 3348	1 201.44	JOHAN DE JAGER	BROTHER
31/07/2017	HEIN'S AUTO ELECTRICAL	FIT OF NEW ROTATING LAMP CCK 13565	3 645.94	JOHAN DE JAGER	BROTHER
31/07/2017	HEIN'S AUTO ELECTRICAL	ATTEND TO WIRING AND NUMBER PLATE LAMP CCK 3586	874.72	JOHAN DE JAGER	BROTHER
31/07/2017	HEIN'S AUTO ELECTRICAL	REPAIR OF STARTER CCK 13765	961.70	JOHAN DE JAGER	BROTHER

31/07/2017	HEIN'S AUTO ELECTRICAL	FIT OF NEW NEW TRUCK LIGHTS ON TRAILER CCK 10131	2 093.04	JN DU TOIT	SPOUSE
31/07/2017	HEIN'S AUTO ELECTRICAL	ATTEND TO PARKS CCK 3348	743.17	JOHAN DE JAGER	BROTHER
31/07/2017	HEIN'S AUTO ELECTRICAL	ATTEND TO STARTING CCK 10698	1 057.37	JOHAN DE JAGER	BROTHER
31/07/2017	HEIN'S AUTO ELECTRICAL	ATTEND TO STARTING CCK 15811	893.99	JOHAN DE JAGER	BROTHER
31/07/2017	HEIN'S AUTO ELECTRICAL	REPAIR BOSCH ALTERNATOR CCK 16540	948.25	JOHAN DE JAGER	BROTHER
31/07/2017	HEIN'S AUTO ELECTRICAL	ATTEND TO CHARGING CCK 16540	283.63	JOHAN DE JAGER	BROTHER
31/07/2017	HEIN'S AUTO ELECTRICAL	NEW BATTERY CCK 15811	2 800.00	JOHAN DE JAGER	BROTHER
14/08/2017	LEBAZI BROTHERS (PTY)LTD	PICKING UP AND REMOVAL OF MATERIALS ROSSOUW STREET	900.00	CLR. G LEBAZI	AUNT
15/08/2017	LEBAZI BROTHERS (PTY)LTD	PICKING UP AND REMOVAL OF MATERIALS SOMERSER STREET	800.00	CLR. G LEBAZI	AUNT
25/08/2017	KEMANZI (PTY) LTD	SUPPLY, INSTALL & CALIBRATE OF PH PROBES	20 930.40	JN DU TOIT	SPOUSE
30/08/2017	HEIN'S AUTO ELECTRICAL	REPAIR OF HOUR METER CCK 2364	1 403.11	JOHAN DE JAGER	BROTHER
30/08/2017	HEIN'S AUTO ELECTRICAL	REPAIR OF HEADLIGHTS CCK 14398	228.00	JOHAN DE JAGER	BROTHER
30/08/2017	HEIN'S AUTO ELECTRICAL	REPAIR OF ROTATING LAMP CCK 12985	1 450.42	JOHAN DE JAGER	BROTHER
30/08/2017	HEIN'S AUTO ELECTRICAL	REPAIR OF LIGHTS ON CCK 2988	2 163.09	JOHAN DE JAGER	BROTHER
07/09/2017	HEIN'S AUTO ELECTRICAL	ATTEND TO STARTING CCK 6511	2237.82	JOHAN DE JAGER	BROTHER
08/09/2017	HEIN'S AUTO ELECTRICAL	BATTERY CCK 10352	1040.00	JOHAN DE JAGER	BROTHER
08/09/2017	HEIN'S AUTO ELECTRICAL	ATTEND TO STARTING CCK12434	687.42	JOHAN DE JAGER	BROTHER
11/09/2017	HEIN'S AUTO ELECTRICAL	FIT OF NEW WIRING FOR PARKLIGHTS CCK 3348	2541.35	JOHAN DE JAGER	BROTHER
12/09/2017	HEIN'S AUTO ELECTRICAL	ATTEND TO STARTING OF LIGHTS CCK 3348	2880.55	JOHAN DE JAGER	BROTHER
13/09/2017	HEIN'S AUTO ELECTRICAL	REPAIR STARTER ON CCK 101329	1821.72	JOHAN DE JAGER	BROTHER
13/09/2017	HEIN'S AUTO ELECTRICAL	ATTEND TO HEADLIGHT CCK 123434	337.44	JOHAN DE JAGER	BROTHER
20/09/2017	HEIN'S AUTO ELECTRICAL	REPAIR OF BRAKE LIGHTS CCK 10872	334.70	JOHAN DE JAGER	BROTHER
21/09/2017	HEIN'S AUTO ELECTRICAL	REPAIR OF POWER SUPPLY ON INJECTOR PUMP CCK 5877	147.63	JOHAN DE JAGER	BROTHER
21/09/2017	HEIN'S AUTO ELECTRICAL	New BATTERY CCK 13167	1066.00	JOHAN DE JAGER	BROTHER
21/09/2017	HEIN'S AUTO ELECTRICAL	REPAIR OF HEADLIGHT CCK 14402	222.30	JOHAN DE JAGER	BROTHER
21/09/2017	HEIN'S AUTO ELECTRICAL	FIT OF NEW ROTATING LAMP & REPAIR OF BRAKES CCK	2203.96	JOHAN DE JAGER	BROTHER
28/09/2017	HEIN'S AUTO ELECTRICAL	ATTEND TO STARTING CCK 15811	3767.24	JOHAN DE JAGER	BROTHER
28/09/2017	HEIN'S AUTO ELECTRICAL	REPAIR OF POWER SUPPLY	1891.83	JOHAN DE JAGER	BROTHER
28/09/2017	HEIN'S AUTO ELECTRICAL	ATTEND TO STARTING CCK 16588	1794.76	JOHAN DE JAGER	BROTHER
28/09/2017	HEIN'S AUTO ELECTRICAL	REPAIR OF STARTING CCK 15602	1192.21	JOHAN DE JAGER	BROTHER
28/09/2017	HEIN'S AUTO ELECTRICAL	REPAIR HEADLIGHTS CCK14402	185.25	JOHAN DE JAGER	BROTHER
28/09/2017	HEIN'S AUTO ELECTRICAL	REPAIR STARTING ON TRACKTOR CCK5877	1417.93	JOHAN DE JAGER	BROTHER
28/09/2017	HEIN'S AUTO ELECTRICAL	REPAIR HEADLIGHT CCK10872	444.60	JOHAN DE JAGER	BROTHER
28/09/2017	HEIN'S AUTO ELECTRICAL	FIT NEW REVERSE LIGHT CCK2211	2651.00	JOHAN DE JAGER	BROTHER
28/09/2017	HEIN'S AUTO ELECTRICAL	REPAIR HEADLIGHTS CCK13776	2468.10	JOHAN DE JAGER	BROTHER
28/09/2017	HEIN'S AUTO ELECTRICAL	FIT NEW BATTERY CCK13765	866.30	JOHAN DE JAGER	BROTHER
29/09/2017	HEIN'S AUTO ELECTRICAL	REPAIR OF HEADLIGHTS CCK 16581	208.05	JOHAN DE JAGER	BROTHER
29/09/2017	HEIN'S AUTO ELECTRICAL	FIT OF NEW WIRING FOR PARKLIGHTS CCK 3348	2541.35	JOHAN DE JAGER	BROTHER
29/09/2017	KEMANZI (PTY) LTD	SUPPLY AND DELIVERY OF ALUMINIUM SODIUM OXIDE	70 794.00	JN DU TOIT	SPOUSE
16/10/2017	HEIN'S AUTO ELECTRICAL	REPAIR OF POWER SUPPLY FROM STARTER CCK 15811	1891.83	JOHAN DE JAGER	BROTHER

11/12/2017	KEMANZI (PTY) LTD	SUPPLY AND DELIVERY OF ALUMINIUM SULPHATE	35 397.00	JN DU TOIT	SPOUSE
13/12/2017	KEMANZI (PTY) LTD	SUPPLY AND DELIVERY OF ALUMINIUM SULPHATE	66 484.80	JN DU TOIT	SPOUSE
18/01/2018	HEIN'S AUTO ELECTRICAL	REPAIR ELECTRICAL FAULT ON CCK 6511	4 786.24	JOHAN DE JAGER	BROTHER
26/01/2018	HEIN'S AUTO ELECTRICAL	REPAIR OF LIGHTS ON TRAILER CCK 5113	554.72	JOHAN DE JAGER	BROTHER
31/01/2018	HEIN'S AUTO ELECTRICAL	NEW BATTERY CCK 13565	1 810.00	JOHAN DE JAGER	BROTHER
07/02/2018	HEIN'S AUTO ELECTRICAL	REPAIR OF ROTATING LAMP CCK 8077	1 235.53	JOHAN DE JAGER	BROTHER
07/02/2018	HEIN'S AUTO ELECTRICAL	FIT OF NEW ROTATING LAMP CCK 16195	2 114.01	JOHAN DE JAGER	BROTHER
08/02/2018	HEIN'S AUTO ELECTRICAL	SABAT BATTERY	790.00	JOHAN DE JAGER	BROTHER
12/02/2018	LEBAZI BROTHERS (PTY)LTD	VERWYDERING VAN INDRINGER BOME & TAKKE BY BETHEL KOP	3 724.00	CLR. G LEBAZI	AUNT
15/02/2018	KEMANZI (PTY) LTD	SUPPLY AND DELIVERY OF LIQUID ALUMINIUM	3 405.01	JN DU TOIT	SPOUSE
15/02/2018	HEIN'S AUTO ELECTRICAL	REPAIR OF SPEEDO CCK 1329	2 347.14	JOHAN DE JAGER	BROTHER
15/02/2018	HEIN'S AUTO ELECTRICAL	REPAIR OF STARTER CCK 1045	885.14	JOHAN DE JAGER	BROTHER
15/02/2018	HEIN'S AUTO ELECTRICAL	DELTEC BATTERIES	1 256.28	JOHAN DE JAGER	BROTHER
20/02/2018	HEIN'S AUTO ELECTRICAL	REPAIR OF STARTER CCK 6511	1 116.26	JOHAN DE JAGER	BROTHER
21/02/2018	KEMANZI (PTY) LTD	SUPPLY AND DELIVERY OF ALUMINIUM SULPHATE	70 794.00	JN DU TOIT	SPOUSE
21/02/2018	HEIN'S AUTO ELECTRICAL	REPAIR OF ELECTRICAL FAULT CCK 16581	4 548.59	JOHAN DE JAGER	BROTHER
28/02/2018	HEIN'S AUTO ELECTRICAL	ATTEND TO AIRCON CCK 3348	3 055.20	JOHAN DE JAGER	BROTHER
28/02/2018	HEIN'S AUTO ELECTRICAL	BATTERY CCK 7843	1 400.00	JOHAN DE JAGER	BROTHER
28/02/2018	HEIN'S AUTO ELECTRICAL	FIT OF NEW BATTERY CCK 16196	1 071.30	JOHAN DE JAGER	BROTHER
28/02/2018	HEIN'S AUTO ELECTRICAL	FIT OF NEW BATTERY CCK 10698	1 070.00	JOHAN DE JAGER	BROTHER
28/02/2018	HEIN'S AUTO ELECTRICAL	REPAIR OF IGNITION SWITCH CCK 13766	763.80	JOHAN DE JAGER	BROTHER
09/03/2018	HEIN'S AUTO ELECTRICAL	REPAIR OF NEW WIRING FOR ELECTRICAL FUEL PUMP	413.48	JOHAN DE JAGER	BROTHER
13/03/2018	HEIN'S AUTO ELECTRICAL	ATTEND TO ROTATING LAMP CCK 2672	1 200.42	JOHAN DE JAGER	BROTHER
14/03/2018	HEIN'S AUTO ELECTRICAL	REPAIR OF POWER SUPPLY FOR TRAILER PLUG	1 315.56	JOHAN DE JAGER	BROTHER
14/03/2018	HEIN'S AUTO ELECTRICAL	ATTEND TO REAR LIGHT WIRING CCK 3801	735.64	JOHAN DE JAGER	BROTHER
14/03/2018	HEIN'S AUTO ELECTRICAL	ATTEND TO HEAD LIGHTS CCK 10698	586.53	JOHAN DE JAGER	BROTHER
14/03/2018	HEIN'S AUTO ELECTRICAL	REPAIR OF HAZARDS & INDICATORS CCK 13776	262.20	JOHAN DE JAGER	BROTHER
20/03/2018	HEIN'S AUTO ELECTRICAL	REPAIR OF LEFT HEADLIGHT CCK 16581	190.72	JOHAN DE JAGER	BROTHER
23/03/2018	HEIN'S AUTO ELECTRICAL	REPAIR OF INDICATORS CCK 5877	305.18	JOHAN DE JAGER	BROTHER
23/03/2018	HEIN'S AUTO ELECTRICAL	REPAIR OF ROTATING LAMP CCK 13166	1 383.96	JOHAN DE JAGER	BROTHER
23/03/2018	HEIN'S AUTO ELECTRICAL	ATTEND TO IGNITION SWITCH CCK 14439	359.10	JOHAN DE JAGER	BROTHER
28/03/2018	HEIN'S AUTO ELECTRICAL	NUWE BATTERY CCK 15894	1 938.00	JOHAN DE JAGER	BROTHER
28/03/2018	HEIN'S AUTO ELECTRICAL	ATTEND TO STARTING CCK 4129	505.82	JOHAN DE JAGER	BROTHER
28/03/2018	HEIN'S AUTO ELECTRICAL	ATTEND TO FAULTY PARKLIGHT CCK 1897	127.68	JOHAN DE JAGER	BROTHER
28/03/2018	HEIN'S AUTO ELECTRICAL	ATTEND TO INDICATORS CCK 13166	473.67	JOHAN DE JAGER	BROTHER

28/03/2018	HEIN'S AUTO ELECTRICAL	ATTEND TO FAULTY FLICKER LIGHTS CCK 2988	518.73	JOHAN DE JAGER	BROTHER
29/03/2018	HEIN'S AUTO ELECTRICAL	BULBS 12V DOUBLE CONTACT	222.30	JOHAN DE JAGER	BROTHER
29/03/2018	FABRICUIS TREKKER EN MOBIELE DIENSTE	REPAIRS ON CCK 1999	2 761.06	LIEZEL BARANSKY	DAUGHTER
02/05/2018	KEMANZI (PTY) LTD	SUPPLY AND DELIVERY OF ALUMINIUM SODIUM	71 415.00	JN DU TOIT	SPOUSE
11/05/2018	KEMANZI (PTY) LTD	SUPPLY AND DELIVERY OF LIQUID ALUMINIUM	74 508.00	JN DU TOIT	SPOUSE

529 117.62

Total awards to close family members of persons in the services of the state amounted to R 529 117.62 for the 2017/18 financial year compared to R 952 638.44 for the previous financial year.

9. 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.

The following deviations from this paragraph were approved by the Accounting Officer:

None

10. 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 2017/18 financial year:

Contract Identifier	Commodity Description	Supplier	BEE Status	Source Method	Contract Value	Lowest Acceptable Bid Value	Premium Paid Value	Expansion Value
SMT23/17/18	ALTERATION AND CONSTRUCTION OF NEW ADDITIONS TO THE SWELLENDAM TRAFFIC DEPARTMENT OFFICE BUILDING	Qwaka Construction	Level 1	Competitive Bids	R 626 241.00	R 626 241.00	-	R 626 241.00
SMT01/17/18	APPOINTMENT OF SMALL CONTRACTORS FOR VARIOUS SMALL WORKS IN SWELLENDAM FOR THE 2017/2018 FINANCIAL YEAR	TW Davids	Non-compliant contributor	Competitive Bids	R 215 440.00	R 215 440.00	-	R 215 440.00
SMT01/17/18	APPOINTMENT OF SMALL CONTRACTORS FOR VARIOUS SMALL WORKS IN SWELLENDAM FOR	Jan Swanepoel	Level 1	Competitive Bids	R 198 331.00	R 198 331.00	-	R 198 331.00

	THE 2017/2018 FINANCIAL YEAR							
SMT01/17/18	APPOINTMENT OF SMALL CONTRACTORS FOR VARIOUS SMALL WORKS IN SWELLENDAM FOR THE 2017/2018 FINANCIAL YEAR	G.C. Martin	Level 1	Competitive Bids	R 151 295.00	R 151 295.00	-	R 151 295.00
SMT01/17/18	APPOINTMENT OF SMALL CONTRACTORS FOR VARIOUS SMALL WORKS IN SWELLENDAM FOR THE 2017/2018 FINANCIAL YEAR	Andelina Windvogel	Level 1	Competitive Bids	R 303 999.00	R 309 999.00	-	R 303 999.00
SMT01/17/18	APPOINTMENT OF SMALL CONTRACTORS FOR VARIOUS SMALL WORKS IN SWELLENDAM FOR THE 2017/2018 FINANCIAL YEAR	DS Martin	Level 1	Competitive Bids	R 183 793.00	R 183 793.00	-	R 183 793.00
SMT01/17/18	APPOINTMENT OF SMALL CONTRACTORS FOR VARIOUS SMALL WORKS IN SWELLENDAM FOR THE 2017/2018 FINANCIAL YEAR	EL Adams	Level 3	Competitive Bids	R 125 237.00	R 125 237.00	-	R 125 237.00
SMT33/17/18	PROVISION OF ICT SERVICES	Wireless Web Technologies	Level 4	Competitive Bids	R 2 160 000.00	R 2 160 000.00	-	R 2 160 000.00
SMQ04/17/18	PROVISION OF PROFESSIONAL SERVICES: UPGRADING OF THE MAIN INTAKE SUBSTATION	Motla Consulting Engineers (Pty) Ltd	Level 2	Price Quotations	R 120 930.00	R 120 930.00	-	R 203 203.30
SMT09-17-18	PROVISION OF PROFESSIONAL SERVICES: MONITORING OF SWELLENDAM MUNICIPALITY WATER AND WASTEWATER TREATMENT PLANTS FOR A THREE (3) YEAR PERIOD	A L Abbot & Associates	Non-compliant contributor	Competitive Bids	R 936 862.00	R 936 862.00	-	R 936 862.00
SMT32/17/18	PROVISION OF SHORT TERM INSURANCE FOR THE PERIOD 01 JULY 2018 TO 30 JUNE 2021	Nico Swart Consultancy (Pty) Ltd	Level 4	Competitive Bids	R 1 801 777.00	R 1 801 777.00	-	R 1 801 777.00
SMT17/17/18	RAILTON: UPGRADING OF GRAVEL ROADS AND STORMWATER INFRASTRUCTURE: PHASE 2	Benver Civils and Plant Hire	Level 2	Competitive Bids	R 6 332 032.00	R 6 332 032.00	-	R 6 332 032.00
SMT21/15/16	RENTING OF MULTIFUNCTIONAL PHOTOCOPIERS FOR A THREE (3) YEAR	Arriba Technologies (Pty) Ltd	Level 2	Competitive Bids	R 4 514 152.00	R 4 304 952.00	R 209 200.00	R 4 514 152.00

	PERIOD							
SMT24/17/18	SERVICE, MAINTENANCE AND REPAIRS OF MUNICIPAL VEHICLES, PLANT AND EQUIPMENT FOR A PERIOD ENDING 31 MARCH 2018	Mastermac Auto Repairs	Level 4	Competitive Bids	R 143 908.00	R 143 908.00	-	R 143 908.00
SMT24/17/18	SERVICE, MAINTENANCE AND REPAIRS OF MUNICIPAL VEHICLES, PLANT AND EQUIPMENT FOR A PERIOD ENDING 31 MARCH 2018	AAD Truck & Bus	Level 8	Competitive Bids	R 387 315.00	R 387 315.00	-	R 387 315.00
SMT13/17/18	SUPPLY & FITTING OF TYRES, TUBES, WHEEL BALANCING, ALIGNMENT AND TYRE REPAIR SERVICES	SWD Bandediens BK	Level 4	Competitive Bids	R 184 595.00	R 184 595.00	-	R 184 595.00
SMQ07/17-18	SUPPLY & INSTALLATION OF FENCING MATERIAL FOR THE HERMITAGE PUMP STATION	Brianstone Construction and Projects	Level 1	Price Quotations	R 102 600.00	R 102 600.00	-	R 102 600.00
SMT06/17/18	SUPPLY AND DELIVERY OF CHEMICALS FOR SLUDGE THICKENING PURPOSES FOR A THREE (3) YEAR PERIOD	Rheochem (Pty) Ltd	Level 2	Competitive Bids	R 1 446 120.00	R 1 446 120.00	-	R 1 446 120.00
SMQ05-17-18	SUPPLY AND DELIVERY OF IT / NETWORK EQUIPMENT AND SOFTWARE	First Technology Western Cape (Pty) Ltd	Level 2	Price Quotations	R 118 276.00	R 118 276.00	-	R 118 276.00
SMT07/17/18	SUPPLY AND DELIVERY OF LAPTOPS, PC'S AND SOFTWARE FOR A THREE (3) YEAR PERIOD.	Neo Technologies (Pty) Ltd	Level 1	Competitive Bids	R 322 183.00	R 315 423.00	R 6 760.00	R 322 183.00
SMT18/17/18	SUPPLY AND DELIVERY OF SEDAN VEHICLES, LIGHT AND HEAVY COMMERCIAL VEHICLES, BUSES AND MOTOR CYCLES TO THE STATE FOR THE PERIOD 1 JULY 2016 TO 31 MARCH 2018 FOR THE TRAFFIC SERVICES	FORD MOTOR COMPANY OF SOUTHERN AFRICA (MANUFACTURING)	Level 7	Competitive Bids	R 163 789.17	R 163 789.17	-	R 163 789.17
SMT30/17/18	SUPPLY AND DELIVERY OF TOILET PAPER OVER A THREE (3) YEAR PERIOD	Top One Hygiene (Pty) Ltd	Level 1	Competitive Bids	R 213 600.00	R 213 600.00	-	R 213 600.00

SMT05/17/18	SUPPLY AND INSTALLATION OF TRACKING SYSTEM IN MUNICIPAL VEHICLES	Crack Fleet Management Solutions(Pty) Ltd	Non-compliant contributor	Deviations	R 550 000.00	R 550 000.00	-	R 550 000.00
SMQ10/17/18	SUPPLY, DELIVERY & INSTALLATION OF A SEWER PUMP AT THE BARRYDALE PUMPSTATION	G.W. Trautman CC.	Level 4	Price Quotations	R 180 000.00	R 180 000.00	-	R 180 000.00
SMT25/17/18	SUPPLY, INSTALLATION AND COMMISSIONING OF NEW 11KV SWITCHGEAR, ASSOCIATED EQUIPMENT IN THE EXISTING BETHEL SUBSTATION AND FEEDER CABLE TO RAILTON SWITCHING STATION	Techno Serve Medium Voltage Pty Ltd	Level 2	Competitive Bids	R 3 225 350.21	R 3 225 350.21	-	R 3 225 350.21
SMT31/17-18	UPGRADING OF SUURBRAAK BULK WATE SUPPLY SCHEME: PHASE 1	Benver Civils and Plant Hire	Level 2	Competitive Bids	R 6 132 339.39	R 6 132 339.39	-	R 6 132 339.39
					R 30 840 164.77	R 30 630 204.77	R 215 960.00	R 30 922 438.07

Detailed Report				
BEE Level	Total Contracts	Total Current Contract Value	Total Lowest Acceptable Bid Value	Total Premium Paid Value
Level 1	8	R 2 102 042.00	R 2 101 282.00	R 6 760.00
Level 2	7	R 21 971 472.90	R 21 679 999.60	R 209 200.00
Level 3	1	R 125 237.00	R 125 237.00	-
Level 4	5	R 4 470 280.00	R 4 470 280.00	-
Level 7	1	R 163 789.17	R 163 789.17	-
Level 8	1	R 387 315.00	R 387 315.00	-
Non-compliant contributor	3	R 1 702 302.00	R 1 702 302.00	-
Total	26	R 30 922 438.07	R 30 630 204.77	R 215 960.00

11. 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.

As from February 2015 this function falls under the SCM Unit

11.1 Inventory Control

The stock take for the 2017/18 financial year took place on 29 June 2017. The value was recorded at R 3 055 722.36. It is of vital importance that quarterly checks or ad hoc spot checks take place in order to reduce the risks of theft, pilferage and erroneous allocation of transactions. In order to address these risks, regular ad hoc inspections and scheduled quarterly stock-takes should be conducted.

11.2 Placing of orders

Purchases below R30 000 is currently handled by the relevant departments and processed centrally at the SCM unit as from February 2015. 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 and form part of the supply chain management unit.

11.3 Receiving and distribution of goods

The receipt and issuing of goods should be recorded timely. The way goods are currently distributed should however be reconsidered taking the cost involved into account.

11.4 Vendor performance, maintenance and contract administration

Vendor performance is not monitored continuously and problems are not promptly addressed despite various everts by the SCM unit to inform user departments about their responsibilities in this regard. However, the administration and management thereof will receive the necessary attention for improvement. Contract administration and management remains a challenge due to a lack of staff.

11.5 Disposal of assets

None.

12. COMPETENCY LEVELS OF THE SUPPLY CHAIN MANAGEMENT UNIT

The following officials have been exposed to SCM training and workshops:

Name	Course Details	Year
Brandon Beyers	Introduction to Municipal Supply Chain Management	2007
	Contract Management	2007
	Construction Procurement	2010
	Risk Management	2010

	Municipal Minimum Competency	2011 – 2012
	SAMRAS (SCM)	2013
Piet du Toit	Introduction to Municipal Supply Chain Management	2007
	Local Government Accounting	2010 – 2011
	SAMRAS (SCM)	2011
	Municipal Minimum Competency	2011-2012
Jason Riddles	Local Government Accounting	2010-2011
	SAMRAS (SCM)	2011
	Municipal Minimum Competency	Not completed
Randall Theodore	Supply Chain Management	2013
	Municipal Minimum Competency	2016
Noel Goliath	Supply Chain Management	2013
	Municipal Minimum Competency	Not completed

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.