

INTSIKA YETHU MUNICIPALITY

EC 135



SUPPLY CHAIN MANAGEMENT REPORT AS PER SECTION 6 (3) (4) OF THE SCM REGULATIONS (MAY 2021)

Prepared by: Mdingi K (Ms)

Acting Supply Chain Manager

Signature.....Date: 07-06-2021

TABLE OF CONTENT

BACKGROUND	3
ELEMENTS OF SUPPLY CHAIN MANAGEMENT	3
CURRENT STAFF COMPLIMENT	4
PURPOSE	4
PART A : DEMAND MANAGEMENT.....	5
BID COMMITTEES.....	5
PROCUREMENT PLANS	6
PART B:ACQUISITION MANAGEMENT	7
TENDER,CONTRACT ADMINISTRATION AND SECTION 32 APPOINTMENTS.....	12-8
SECTION 116 APPOINTMENTS (AMENDMENT OF CONTRACT).....	8
PURCHASE ORDERS	9
DEVIATIONS.....	9
PART C: COVID RELATED PROCUREMENT.....	10
ORDERS ISSUED FOR PLANT HIRE.....	10
ORDERS ISSUED FOR FUEL.....	10
OVERALL PERFORMANCE OF SERVICE PROVIDERS.....	10
COMPLIANCE MEASURES.....	11
INTERNAL CONTROLS IN PLACE.....	11
CHALLENGES.....	11
RECOMMENDED INTERNAL CONTROLS TO IMPROVE SCM SYSTEM.....	11
CONCLUSION.....	12

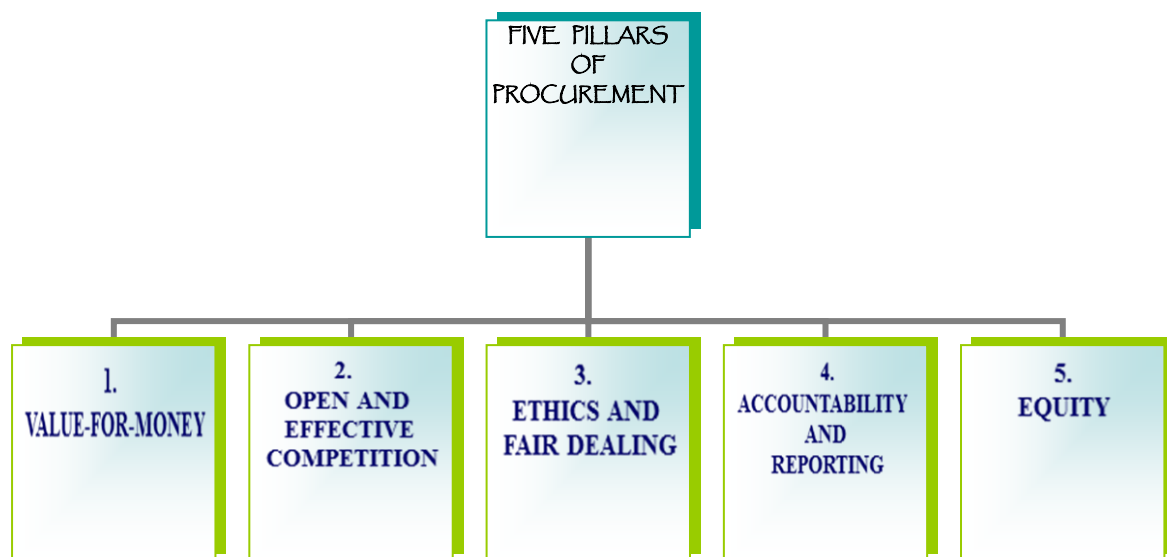
SUPPLY CHAIN MANAGEMENT-MAY MONTHLY REPORT

BACKGROUND

Proper and successful procurement rests upon the five pillars of procurement and this forms the base for compliance to procurement processes by procurement officials and the end users

If one of the pillars is fragmented, the entire system fails

The diagram for the five pillars is depicted below;



ELEMENTS OF SUPPLY CHAIN MANAGEMENT

- Demand Management (Planning, specifying, analysis and research)
- Acquisition Management (Compliance, bid documents, criteria for evaluation and adjudication)
- Logistics Management (Stock/ inventory management, warehousing, transport, supplier payment, vendor, performance)
- Disposal Management (Obsolescence planning, disposal strategy)

CURRENT STAFF COMPLIMENT OF THE SUPPLY CHAIN MANAGEMENT UNIT

SURNAME & INITIALS	TITLE
Mdingi K (Miss)	Acting SCM Manager
Ndimma N.(Miss)	Stores Management Officer
Ntanga N	Procurement Officer
Tshangana P.(Mr)	Contracts Management Clerk
Mani L.(Miss)	Demand Management Clerk
Bontshi T (Miss)	Acting on duties of the Acquisition Management Clerk
Shasha T(Miss)	Stores Management Clerk
Ngcobo M(Mr)	Dispatch Management Clerk
Baleka N.(Miss)	SCM Assistant Clerk
Kopman Z.(Miss)	Intern

PURPOSE

S112 (1) states that “The supply chain management policy of a municipality must be ***fair, equitable, transparent, competitive and cost-effective*** and must comply with a prescribed regulatory framework for municipal supply chain management...”

Purpose of this report is to provide the Accounting Officer with a concise picture on the implementation of Supply Chain Management Policy, to adhere to the prescript stated above and other SCM Regulations.

PERIOD OF REPORTING

This report covers the period from 07th May 2021 to 31st May 2021

SUPPLY CHAIN MANAGEMENT LEGISLATIONS

- ✓ the Preferential Procurement Policy Framework Act No. 5 of 2000;
- ✓ the Broad-Based Black Economic Empowerment Act No. 53 of 2003;
- ✓ the Construction Industry Development Board Act No.38 of 2000;
- ✓ the Local Government: Municipal Systems Act No.32 of 2000 (Municipal Systems Act);
- ✓ Constitution of the Republic of South Africa 1996, Section 217;

- ✓ Municipal Finance Management Act No 56 of 2003, chapter 11;
- ✓ Municipal Supply Chain Management Regulations 2005;
- ✓ the Promotion of Administrative Justice Act No. 3 of 2000;
- ✓ the Promotion of Access to Information Act No. 2 of 2000;
- ✓ the Protected Disclosures Act No. 26 of 2000;
- ✓ the Competition Act No. 89 of 1998;
- ✓ the Prevention and Combating of Corrupt Activities Act No. 12 of 2004;
- ✓ The Preferential Procurement Policy Framework Act Regulations 2013;
- ✓ Competition Act 2009 (No 10 of 2009);
- ✓ State Information Technology Agency Act (SITA), No 88 of 1998;
- ✓ The Construction Industry Development Board Act (CIDB), No 38 of 2000;
- ✓ The Preferential Procurement Policy Framework Act Regulations 2017

REPORT ON SUPPLY CHAIN MANAGEMENT DAY TO DAY ACTIVITIES

PART A. DEMAND MANAGEMENT

National Treasury in partnership with the Provincial Treasuries have developed and facilitated online self-registration training for service providers and user search for supply chain officials.

The system was introduced to address the problems experienced with decentralised and fragmented procurement systems

Intsika Yethu Municipality suppliers have been urged in a form of an advert to register on CSD system, as the municipality cannot do business with non-registered suppliers and thus far the response is positive

QUOTATIONS BETWEEN (R0-R 9 999.99 and R10 000 –R29 999.99))

Quotations between R0-R9 999.99 amount to **R 31, 035.05**

No	Project/Service/Item Procured	End-User Department	Terms of Reference/ Demand Memo Attached	Supplier Name	Selected from Data Base	DATE QUOTE RECEIVED AT SCM	Amount of Quote	Selected Quote	Basis: Petty Cash; Written Quotes; 1 Week Bulletin/Website	No of Quotes Sourced/Adjudicated	Comments / Reason For Choosing Quote
1	Hiring of jackhammer for a period of 5 days	Tech	Yes	Cyrastyle limited	Yes	03/05/2021	R4 900.00	R4 900.00	Written Quote	3	Best
				Tehillar supplier	Yes	03/05/2021	R 5 750.00				
				Elasha	Yes	04/05/2021	R 5 290.00				

				trading							
2	Supply & delivery of pressure pump for Sabalele Development centre to be delivered at Sabalele	LED	Yes	Mc Kenzo trading	Yes	05/05/2021	R 4 665.00	R4 664.00	Written Quote	3	Best
				M.lindo project	Yes	05/05/2021	R 6 848.00				
				MM Royal investment	Yes	05/05/2021	R7 950.00				
3	Advert for IDP Representative forum meeting	admin	Yes	Tava Networks	Yes	17/05/2021	R 2 369.95	R 2 369.95	Written Quote	1	Best
				Sondlo & knopp	yes	17/05/2021	R 2 580.60				
				Sagittarius	yes	17/05/2021	R 6 016.80				
4	Catering service for 4 people who will attend interviews	admin	Yes	Radies bed and breakfast	yes	24/05/2021	R 640.00	R 640.00	Written Quote	1	Best
5	Hiring of tent and chairs for candle light memorial	admin	Yes	Valuetech engineering	yes	25/05/2021	R 4 800.00	R4 800.00	Written Quote	3	Best

				Shine jola	yes	17/05/2021	R 6 200.00				
				Leomeo holding	yes	18/05/2021	R9 000.00				
6	Purchase of 10 parcels for candle light memorial	admin	Yes	Magamve management	yes	19/05/2021	R 7 533.20	R 7 533.20	Written Quote	3	Best
				Monzula	yes	17/05/2021	R11 359.10				
				Myekeni eze	yes	27/05/2021	R11 930.00				
7	Hiring of sound system for candle light	admin	Yes	DJ SBO and Entertainment	yes	27/05/2021	R1 900.00	R1 900.00	Written Quote	1	Best
8	Booking of stall for exhibition in Pick n Pay mall	LED	Yes	Men D Plumbing services	yes	19/04/2021	R3 500.00	R3 500.00	Written Quote	1	Best
				Zamacethe (PTY) Ltd	yes	19/04/2021	R 4 000.00				
				Bomi bethupty Ltd	yes	18/04/2021	R 5 200.00				
9	Purchase of painting material that will be used at the main office building	Tech	Yes	DJ SBO and Entertainment	yes	27/05/2021	R 1 500.00	R 1 500.00	Written Quote	1	Best

10	Accommodation and meals for Ms Machasa attending Provincial skills development facilitator at Mpekeni Resort from 27-28/05/2021	corp	Yes	Harvey world travel	yes	19/05/2021	R2 727.90	R 2 727.90	Written Quote	1	contract
TOTAL								R 34 535.05			

Quotations between R9 999.99 to R29 999.99 amount to **R 192,594.25**

No	Project/Service/Item Procured	End-User Department	Terms of Reference / Demand Memo Attached	Supplier Name	Selected from Data Base	DATE QUOTE RECEIVED AT SCM	Amount of Quote	Selected Quote	Policy Threshold: 0-R2000; R2001-R30,000; R30,001-R200,000	Basis: Petty Cash; Written Quotes; 1 Week Bulletin/Website	No of Quotes Sourced/A djudicated	Comments / Reason For Choosing Quote
1	Supply & delivery of cleaning material for the institution	corp	Yes	Inter solution 144	Yes	04/05/2021	R 22 865.00	R22 865.00	0-9999	Written Quote	3	Best
				Proclean	Yes	04/05/2021	R 25 650.00					
				superclean	Yes	05/05/2021	R 24 354.80					
2	Purchase of stationery for library	community	Yes	BTC	Yes	05/05/2021	R 17 529.25	R 17 529.25	2001-30000	Written Quote	3	Best
				KEENS	Yes	05/05/2021	R 25 649.50					
				SPECTRA UPFRONT	Yes	12/04/2021	R 34 505.19					
3	Request 200 lunch packs for candle light memorial	admin	Yes	Exelele Suppliers	Yes	18/05/2021	R 14 950.00	R14 950.00	2001-30000	Written Quote	3	Best
				Maphelonke Construction	Yes	18/05/2021	R 17 200.00					
				ziminam project	Yes	18/05/2021	R 16 000.00					

4	Procurement of claening and beautification material for Tsomo & Cofimvaba	community	Yes	Atlegang project	yes	17/05/2021	R	18 500.00	R 18 500.00	2001-30000	Written Qoute	3	Best
				FEGZA	yes	17/05/2021	R	20 665.00					
				HNP	Yes	17/05/2021	R	21 750.00					
5	Purchase of building material	Tech	Yes	Cyrastyle	Yes	25/05/2021	R	11 500.00	R11 500.00	2001-30000	Written Quote	3	Best
				Mbasa media	Yes	06/05/2021	R	13 600.00					
				SNG ENGINEERING	Yes	14/05/2021	R	17 936.81					
6	Supply and delivery of cleaning material	corp	Yes	MINGAKO TRADING	Yes	27/05/2021	R	24 800.00	R 24 800.00	2001-30000	Written Quote	3	Best
				ZONKE SERVICES	Yes	20/05/2021	R	25 014.16					
				Cyrastyle	Yes	26/05/2021	R	27 970.00					
7	Transportation of 150 people attending public participation programme held on 18-19 May 2021	admin	Yes	Nontanda Ka Ntanda	Yes	13/05/2021	R	28 500.00	R 28 500.00	2001-30000	Written Quote	3	Best
				Lugebu holdings	Yes	13/05/2021	R	29 500.00					
				IY-KOA Trading	Yes	13/05/2021	R	29 000.00					
8	Hiring of décor for SATLA event	admin	Yes	Mathoyane Creation	Yes	04/05/2021	R	29 300.00	R29 300.00	2001-30000	Written Quote	3	Best
				Aluthosh multi service	Yes	04/05/2021	R	29 900.00					
				SCB Vuyoxolo	Yes	04/05/2021	R	30 000.00					
9	Purchase of building material	Tech	Yes	Misonela General	Yes	05/05/2021	R	24 650.00	R 24 650.00	2001-30000	written Quote	3	Best
				Larla Trading	Yes	05/05/2021	R	28 300.00					
				Dweza Trading	Yes	05/05/2021	R	25 800.00					
	TOTAL								R192 594.25				

Intsika Yethu Municipality has adhered to SCM guidelines that requires all the municipalities to establish bid committees.

Bid specification and bid evaluation committee members are appointed by the Accounting Officer on temporal basis and their appointments are merely for the project specified in the letter, a letter requesting training of the committees has been forwarded to Provincial Treasury.

Table below depicts the bid committee sittings for the reporting period;

Bid specification committee sittings	Bid evaluation committee Sittings	Bid adjudication committee sittings
Maintenance, support & licencing of an existing integrated SAGE financial Management system- 06/05/2021	Supply and delivery of GYM equipment- 25/05/2021	Supply, delivery and installation of high security fencing for Cofimvaba pound clear-view and conventional fence-12/05/2021 Supply and delivery of level crossing retaining material- 12/05/2021

PROCUREMENT PLANS

- ✓ Procurement plans have been developed and submitted with final budget for the financial year 2020/2021
- ✓ Draft procurement plans for the financial year 2021/2022 have been submitted with the draft budget
- ✓ Procurement plans are aligned with final draft budget ,IDP and SDBIP

PART B: ACQUISITION MANAGEMENT

PROCUREMENT THRESHOLD BETWEEN R29, 999 -R200, 000 FOR 01st May -31st May 2021.

RFQ's for April 2021	RFQ NUMBER	ADVERT DATE	CLOSING DATE	AMOUNT	STATUS
AWARDED RFQs					
Supply and delivery of laptops and desktop	IYM SCMU 71- 2020/2021	03/05/ 2021	11/05/2021	R100,451.72	Awarded
Supply,delivery and installation of wireless internet connection for	IYM SCMU 80- 2020/2021	28/04/2021	06/05/2021	R195,012.00	Awarded

Intsika yethu offices					
Supply and delivery of material that will be used at Social Development building	IYM SCMU RFQ 57-2020/2021	03/05/2021	11/05/2021	R 39 603.50	Awarded
IYM services delivery project profiling	IYM SCMU 63-2020/2021	14/04/2021	22/04/2021	R 190 000.00	Awarded
Suitable qualified service provider for the provision of mowing service	IYM SCMU RFQ 66-2020/2021	19/04/2021	28/04/2021	R192 000.00	Awarded
Total RFQ's Awarded for MAY 2021 Amount to R 717,067.22					

PROCUREMENT THRESHOLD ABOVE R200 000

TENDERS AWARDED FROM 01st May 2021 to 31st May 2021

Description	Process	Award date	Supplier name	TOTAL
Supply, delivery and installation of high security fencing for Cofimvaba pound clear-view and conventional fence.	Tender process	13/05/2021	Vaduba investments	R 680 507.44
Supply and delivery of level crossing retaining material	Tender process	13/05/2021	Wan-dile Suppliers and Projects	R 518 734.00
Supply, delivery , placing and processing of material in Cofimvaba Town	Tender process	13/05/2021	Maqrula Pty LTD	R 1 601 445.00
Provision of banking services	Tender process	17/05/2021	FNB	Tariff based

REGULATION 32 APPOINTMENTS

No Regulation 32 Appointments for May 2021

SECTION 116 APPOINTMENTS (AMENDMENT OF CONTRACTS

No Contracts amended for May 2021 after the amendment for SAGE in September.

PURCHASE ORDERS

- ✓ Total purchase orders for May 2021 amount to **R 11 481 622.56**

OPEN ORDERS ON COMMITMENTS REGISTER

- ✓ Total capital commitments amount to **R330 213 175.22**

ORDERS PER CATEGORY

Unconfirmed orders- **R1 358 866.17**

Completed orders – **R579 469.44**

Part confirmed – **R9 543 286.95**

SMME SUPPORT

Municipality has provided support to the local suppliers for growth and improvement of their capacity, the municipality has supported the SMME's through various commodities i.e. catering service, supply and delivery of material, sub-contracting on infrastructure projects, and support on LED programmes.

In terms of the percentage on SMME's support, municipality has supported up to 4% for May.

Some of the suppliers adhere to the delivery turn around period as prescribed in the SCM policy, the table below is an illustration of the orders issued to the service providers, some goods have been delivered and some are still waiting for delivery

DEPARTMENT	SUPPLIER	PO AMOUNT	DESCRIPTION	PO NO	ORDER DATE	EXPECTED DELIVERY DATE	DELIVERY DATE	NO.OF DAYS	STATUS
Community Services	Vuyisa Motors	R 1 909.70	130 Litres of petrol that will be used in brush cutter machine	P003242	2020-08-19	2020-08-26	2020-09-23	1 month;4 days	Delivered
Admin	Allied business solution	R 55 712.90	Procurement of laptops for Manager Planning & Budget,Reporting and Asset Manager	P003378	2020-10-08	2020-10-19	2020-10-29	0 month;21 days	Delivered
Community Services	Ngebe Holdings	R 86 833.79	Supply and delivery of waste material	P003414	2020-10-23	2020-11-12	2020-10-30	0 month;7 days	Delivered
Technical Services	Myekeni Eze Project	R 7 108.00	Purchase of Building material	P003415	2020-10-23	2020-11-03	2020-11-05	0 month;13 days	delivered
Community Services	MC Kenzo Trading	R 29 693.69	Procurement of services	P003406	2020-10-21	2020-11-30	2020-11-03	0 month;13 days	Delivered
Technical Services	Insight Office Furniture	R 21 155.40	Supply and delivery of furniture	P003397	2020-10-15	2020-10-26	2020-11-11	0 month;27 days	Delivered
Technical Services	Sifikile Consumable	R 1 841.21	Purchase of whiteboard	P003316	2020-09-18	2020-09-29		#NUM!	Delivered
Admin	Dekatshe Consulting	R 52 691.85	Computer for Mrs Jafta, Mr Ngaleka and Nezisa	P003379	2020-10-08	2020-10-19	2020-10-28	0 month;20 days	Delivered
Community Services	Gaylard Agencies	R 2 185.00	House coats for cleaner	P003221	2020-08-12	2020-08-21	2020-10-06	1 month;24 days	delivered
Technical Services	Fourways Consulting Services	R 144 900.00	Formalisation of portion farm number 324 and RE4/109,Cofimvaba	P003277	2020-09-03	2020-09-15	2020-12-15	3 month;12 days	Delivered
Technical Services	Siwecon	R 16 800.00	Supply and delivery of tack coat		2020-10-26	2020-11-04	2020-10-27	0 month;1 days	delivered
Admin	Allied business solution	R 16 430.05	Procurement for laptop (Mr Booi)	P003409	22/10/2020	2020-11-03	2020-11-04	#VALUE!	delivered
Technical Services	Vuyisa Motors	R 192 400.00	13000 Litres of diesel	P003345	2020-10-01	2020-10-12	2021-01-06	3 month;5 days	delivered
BTO	VITRIM	R1 995.00	Sanitization of Municipal Office (Internal Audit Park Home)	P003436	2020-10-29	2020-11-06	2020-10-31	0 month;2 days	Service done

Technical Services	WG Mica	R 1 980.71	Procurement of tools for road marking	P003425	2020-10-28	2020-11-08	2020-11-16	0 month;19 days	Delivered
Technical Services	Kewana Trading	R 21 979.00	Supply and delivery of plumbing material that will be used at ERF 630,629 AND 99	P003451	2020-11-06	2020-11-17	2020-11-09	0 month;3 days	Delivered
Technical Services	Bidvest Office	R 8 596.25	Digital voice recorder and 16 gig -20 gig space	P003424	2020-10-28	2020-11-08	2020-12-07	1 month;9 days	Delivered
Admin	Cyberboss	R 21 588.00	Supply and install telecenter connectivity	P003471	2020-11-12	2020-11-24	2020-11-25	0 month;13 days	Delivered
Community Services	Vanmark Resources	R 23 402.50	Supply and delivery of stationery for 4 libraries	P003464	2020-11-12	2020-11-24	2020-11-27	0 month;15 days	Delivered
Community Services	Keens Office Equipment	R8 964.00	Supply and delivery of stationery for library week	P003462	2020-11-12	2020-11-24	2020-12-08	0 month;26 days	Delivered
Corporate Services	Creative Guys	R6 192.50	Supply and delivery of stationery for Corporate Services Department	P003469	2020-11-12	2020-11-24	2020-11-27	0 month;15 days	Delivered
Technical Services	Spectra Upfront	R 3 764.48	Supply and delivery of stationery and stamps	P003472	2020-11-12	2020-11-24	2020-11-20	0 month;8 days	Delivered
Technical Services	Ziphophle Security and Cleaning	R 22 113.98	Supply and delivery of material for the renovation that will be done in ERF 99 AND ERF 629	P003473	2020-11-13	2020-11-25	2020-11-24	0 month;11 days	Delivered
Community Services	Brusli PTY LTD	R 19 986.00	Supply and delivery for library promotional material	P0003466	2020-11-12	2020-11-24	CANCELLED	#VALUE!	Supplier declined
BTO	Kalil General Trading	R 15 652.00	Purchase of sanitors and eveready batteries	P003480	2020-11-17	2020-11-26	2020-11-30	0 month;13 days	Delivered
Community Services	D.L Agriculture Supplies	R1 125.00	Supply and delivery triatix liquid that will be used for spray pound	P003485	2020-11-18	2020-11-27	2020-12-02	0 month;14 days	Delivered
Admin	Copy World	R 129 724.60	Purchase of 400 diaries,80 desk pads and 100 wall calendar	P003502	2020-11-23	2020-12-02	2020-12-24	1 month;1 days	Delivered
Technical Services	MNT Geomatics	R 28 015.00	Subdivision and survey of a portion of standford street ,Cofimvaba	P003504	2020-11-25	2020-12-04	2021-04-13	4 month;19 days	Delivered
Community Services	New AWP	R 35 000.00	Supply and install buglers in Sabalele	P003498	2020-11-23	2020-12-02	2020-12-15	0 month;22 days	done
LED	Amberkom	R 55 408.15	Supply and delivery of crop agricultural inputs (yellow maize seed,LAN and fertilizer).	po03497	2020-11-20	2020-12-01	2021-01-20	2 month;0 days	Delivered
Community Services	Graylor workwear	R 27 496.50	Protective clothing for refuse workers	P003530	2020-12-02	2020-12-11		#NUM!	Delivered
LED	Copy World	R 13 869.00	Development of IDP books	P003527	2020-12-01	2020-12-11	2020-12-27	0 month;26 days	Delivered

								days	
Technical Services	Blazingo's Trading	R 28 500.00	Supply and delivery of Road Marking Paint	P003528	2020-12-01	2020-12-11	2020-12-09	0 month;8 days	Delivered
Admin	D.L Agriculture Supplies	R 10 080.00	Procurement of seedlings for 21 wards	P003560	2020-12-11	2021-01-06	2020-12-15	0 month;4 days	Delivered
Technical Services	Mabazole Projects and Supplies	R 160 066.40	Supply and delivery of road Marking Paint	P003555	2020-12-08	2020-12-18	2020-12-18	0 month;10 days	Delivered
Admin	Refhumudze trading PTY LTD	R 5 600.00	Procurement for operationg system disc	P003552	2020-12-07	2020-12-17	CANCELLED	#VALUE!	cancelled
LED	Rubuse Project	R 29 050.00	Purchase of irrigation system for Esitholeni Primaey Co-operative limited	P003558	2020-12-08	2020-12-07	CANCELLED	#VALUE!	Delivered
LED	Slok Trading Enterprise	R 75 000.00	Mechanisation activities for Gxwalubomvu Coop ad Indyebo Ka Xhosa	P003554	2020-12-08	2020-12-07	2021-01-12	1 month;4 days	Delivered
BTO	Keens Office Equipment	R 15 788.00	Purchase of stationery for BTO	P003583	2020-12-11	2021-01-05	2021-01-28	1 month;17 days	Delivered
Corporate Services	Superclean	R 26 305.40	Cleaning material for the Institution	P003617	2021-01-08	2021-01-19	2021-01-13	0 month;5 days	Delivered
Community Services	Sparks and Ellis	R 81 611.60	Supply and delivery of uniiform for Traffic officers & Crowd manageent uniform	P003638	2021-01-13	2021-01-25	2021-04-01	2 month;19 days	Delivered
Admin	Allied business solution	R12 050.85	Printer for revenue	P003663	2021-01-27	2021-02-05	2021-02-23	0 month;27 days	Delivered
Corporate Services	Aloe Office	R 24 760.00	Purchasig of printing paper	P003662	2021-01-26	2021-02-04	2021-01-29	0 month;3 days	Delivered
LED	Toduka Group	R 96 752.85	Pig feed and medication for Xanda Farming Solution pty ltd	P003664	2021-01-27	2021-02-05	CANCELLED	#VALUE!	Supplier declined
LED	Green Era Innovation	R 55 417.88	Supply and delivery of roof material for Cashile and Ndungwana shearing shed	P003618	2021-01-08	2021-01-19	2021-01-21	0 month;13 days	Delivered
Corporate Services	Proclean	R 4 400.00	Procurement of vaccum cleaner for fleet section	P003632	2021-01-12	2021-01-22	2021-01-21	0 month;9 days	Delivered
Technical Services	Linn Business Solution	R 28 350.00	Supply and delivery of hot mix asphalt	P003633	2021-01-12	2021-01-21	2021-02-12	1 month;0 days	Delivered
Technical Services	MC Kenzo Trading	R 29 725.00	Supply and delivery of trolle jak 10 ton	P003651	2021-01-20	2021-01-29	2021-01-20	0 month;0 days	Delivered
Community Services	Comspec Africa	R 29 842.50	Blue lamps for traffi department	P003611	2021-01-05	2020-01-14	2021-01-05	0 month;0 days	Delivered

Technical Services	SYCO Machinery	R13 512.50	Calibration of test equipment at Cofimvaba traffic testing station	P003704	2021-02-18	2021-03-01	2021-02-24	0 month;6 days	Done
BTO	Martha Susanna Marriott	R 9 040.00	Purchase of 10x25L of sanitizer with 70% alcohol	P003616	2021-01-08	2021-01-19	2021-01-15	0 month;7 days	Delivered
Technical Services	Seses Event Master	R 13 747.20	Repairs and mantainance (building)	P003686	2021-02-10	2021-02-19	2021-03-01	0 month;19 days	Delivered
LED	Valuetech Engineering	R 3 375.00	Booking of exhiboition stall for Intsika yethu Crafter	P003708	2021-02-08	2021-02-19	2021-02-18	0 month;10 days	booking done
Technical Services	Mncono Busine	R 98 300.00	Delivery of Hot mix asphalt	P003712	2021-02-25	2021-03-08	2021-03-05	0 month;8 days	Delivered
Corporate Services	Mbofithi and Sons	R23 000.00	Purchase of 100 latex gloves	P003702	2021-02-18	2021-03-01	2021-04-20	2 month;2 days	Delivered
BTO	Mayihlume Young Designer	R 6 000.00	Purchase of x300 face masks	P003687	2021-02-10	2021-02-19	2021-03-01	0 month;19 days	Delivered
Technical Services	Vuyisa Motors	R 1 948.00	Purchase of petrol for tar cutter	P003674	2021-02-04	2021-02-15	2021-02-12	0 month;8 days	Delivered
Community Services	JMJ Sales	R 22 806.80	Purchase of brush cutter-chainsaw	P003636	2021-02-09	2021-02-18	2021-03-10	1 month;1 days	Delivered
LED	Vezi Consulting	R 28 562.50	Purchase of 5000l water tank and bag of cement	P003711	2021-02-25	2021-03-08	2021-03-10	0 month;13 days	Delivered
Community Services	Mncono Business	R148 637.50	Supply and delivery of waste management equipment	P003681	2021-02-09	2021-02-18	2021-03-19	1 month;10 days	Delivered
Technical Services	Peramount 77 holding	R 24 461.10	Quartely cleaning material 2021	P003717	2021-03-03	2021-03-12	2021-03-08	0 month;5 days	Delivered
Technical Services	Omikuso Enterprise	R 28 500.00	Supply and delivery of indusrial roller shutter door hat is chain operated at ERF 27 in Cofimvaba	P003732	2021-03-09	2021-03-18	CANCELLED	#VALUE!	Supplier declined
Corporate Services	Nodoli Trading	R 3 500.00	Purchase of empty bottle 500ml for sanitors	P003713	2021-02-25	2021-03-08	2021-03-19	0 month;22 days	Delivered
BTO	Keens Office Equipment	R3 927.00	Purchase of leaser jet printer toner 55A for Reveunue Office	P003751	2021-03-16	2021-03-26	2021-03-25	0 month;9 days	Delivered
Technical Services	Tehillar Supplier	R 27 545.25	Purchase of building material	P003762	2021-03-18	2021-03-30	2021-04-28	1 month;10 days	Delivered
Technical Services	Taleni Godi Kupiso	R 65 550.00	Conveyancing services	P003763	2021-03-18	2021-03-30		#NUM!	Project in progress
Corporate Services	Aloe Office	R28 474.40	Supply and delivery of 80 boxes of A4 Xero paper	P003760	2021-03-18	2021-03-30	2021-04-06	0 month;19 days	Delivered
Technical Services	Allied business solution	R 688.85	Purchase of laptop charger	P003754	2021-03-16	2021-03-26		#NUM!	Delivered

Community Services	HN Printing	R 64 174.00	Purchase of Golf T shirth & other items	P003759	2021-03-18	2021-03-30	2021-04-21	1 month;3 days	Delivered
Admin	Innova nework	R38 298.45	laptop for CFO	P003749	2021-03-16	2021-03-26	2021-03-30	0 month;14 days	Delivered
Technical Services	Zamacethu	R 1 380.00	Purchase of 2 locksets.	P003729	2021-03-09	2021-03-18	2021-03-16	0 month;7 days	Delivered
Community Services	Palam Trading	R 9 500.00	80 lurcen bales that will e used for Impounded animals	P003731	2021-03-09	2021-03-18	2021-04-13	1 month;4 days	Delivered
Technical Services	Wan-dile Suppliers and project	R 9 559.95	Purchase of eletrical material	P003756	2021-03-17	2021-03-29	2021-03-18	0 month;1 days	Delivered
BTO	Yizani Holding	R 11 955.00	Hire of provider for upholstery repairs of Municipal chairs	P003776	2021-03-30	2021-04-12	CANCELLED	#VALUE!	Supplier declined
Technical Services	RJN Projects	R 7 394.50	Service of backup generator	P003774	2021-03-30	2021-04-12	2021-04-07	0 month;8 days	Service done
Community Services	Elasha Trading	R 29 194.00	Purchase of landscaping material	P003775	2021-03-30	2012-04-12	2021-04-07	0 month;8 days	Delivered
Admin	Allied business solution	R 328.00	Repairs of lelo's computer	P003804	2021-04-09	2021-04-20	2021-04-29	0 month;20 days	Repairs done
Community Services	Zamayolo Trading	R 27 900.00	repairs pump ,water jojo tank boostr pump & water control valve	P003808	2021-04-09	2021-04-20	2021-04-14	0 month;5 days	Delivered
Admin	Widelink Technology	R 24 725.00	windows 10 professional business license	P003798	2021-04-09	2021-04-20	2021-04-15	0 month;6 days	service done
Community Services	Gaylard Agencies	R 2 500.00	Purchase of reflective vet yellow/orange	P003817	2021-04-16	2021-04-28	2021-04-20	0 month;4 days	Delivered
BTO	Keens Office Equipment	R 17 624.40	Purchase of stationer for Finance department	P003823	2021-04-20	2021-04-30	2021-05-06	0 month;16 days	Delivered
Admin	Mjoji Technologies	R 6 500.00	Macbook office 2019 in windows system for Municipal manager	P003828	2021-04-22	2021-05-04	2021-04-28	0 month;6 days	Service done
LED	Men D Plumbling	R 3 500.00	Booking of stall for exhibition in Pick n pay mall	P003826	2021-04-22	2021-05-04	2021-04-26	0 month;4 days	delivered
Technical Services	Gaylard Agencies	R 48 375.44	Purchase of protective clothing for for municipal public works ,building and eletrical units workers	P003843	2021-04-22	2021-05-04	2021-04-26	0 month;4 days	paid
Technical Services	Zamabele and Associatee	R 105 511.20	Purchase of laminate flooring	P003844	2021-04-22	2021-05-04	2021-05-11	0 month;19 days	delivered
Technical Services	MC Kenzo Trading	R 75 349.02	Supply and delivery of building material for Camama Forest shearing shed	P003845	2021-04-22	2021-05-04	2021-04-29	0 month;7 days	delivered

Technical Services	Dweza Trading	R 1 200.00	Purchase of window pane for LED	P003849	2021-04-29	2021-05-10	2021-04-30	0 month;1 days	delivered
BTO	Izindwe Marketing	R 26 780.00	Hire service provider for upholstery repairs of Municipal chairs	P003848	2021-04-26	2021-05-06	2021-04-28	0 month;2 days	work done
LED	MC Kenzo Trading	R 130 000.00	Supply and delivery of Threshing machine to Masichume Custom Feeding Primary Co-operative	P003857	2021-04-30	2021-05-11		#NUM!	Waiting for delivery
Admin	Widelink Technology	R 126 500.00	Desktop management software license	P003855	2021-04-30	2021-05-11	2021-05-12	0 month;12 days	Service done
Community Services	Zamabele and Associatee	R 142 476.00	Purchase of waste cleaning material	P003852	2021-04-29	2021-05-10	2021-05-11	0 month;12 days	delivered
Technical Services	Dweza Trading	R 850.00	Purchase of window pane	P003866	2021-05-06	2021-05-17	2021-05-11	0 month;5 days	delivered
Technical Services	Madlangathi Building	R 28 950.00	Supply,delivery and fix bilding material that will be used to renovate Cofimvaba Town Hall	P003865	2021-05-06	2021-05-17	2021-05-24	0 month;18 days	delivered
LED	Peter Gaylards	R 17 529.25	Purchase of stationery for libraries	P003878	2021-05-10	2021-05-20	2021-05-17	0 month;7 days	Delivered
BTO	Keens Office Equipment	R 2 400.00	Purchase of 200 Office barcodes for Institution	P003877	2021-05-10	2021-05-20		#NUM!	Waiting for delivery
LED	MC Kenzo Trading	R 4 665.00	Supply and delivery of pressure pump for Sabalele Development Centre	P003870	2021-05-06	2021-05-20	2021-05-12	0 month;6 days	delivered
Corporate Services	Inter Solution 144	R 22 865.00	Cleaning material for the Institution	P003868	2021-05-06	2021-05-20	2021-05-14	0 month;8 days	delivered
Technical Services	Cryastyle	R 4 900.00	Hiring of a Jack -Hammer	P003869	2021-05-06	2021-05-20	2021-05-01	#NUM!	Waiting for delivery
Technical Services	Misonela Genaral Trading	R 24 650.00	Purchase of building material	P003863	2021-05-06	2021-05-20	2021-05-11	0 month;5 days	delivered
LED	Nodoli Trading	R 29 835.00	Supply and delivery of cleaning material for Sabelele Development Centre	P003859	2021-05-04	2021-05-20	2021-05-24	0 month;20 days	Delivered
LED	Max Fam Invest	R 47 250.00	Supply and delivery of poultry production inputs	P003861	2021-05-04	2021-05-20		#NUM!	Waiting for delivery
Technical Services	SNG Engineering	R39 603.50	Supply and delivery of material that will be used at Social Development building	P003915	2021-05-27	2021-06-08	2021-06-01	0 month;5 days	delivered
Community Services	Atlegang Project and services	R 18 500.00	Cleaning and beautification material for Cofimvaba and	P003901	2021-05-21	2021-06-02	2021-06-02	0 month;12 days	Delivered

			Tsomo town						
Technical Services	CYRASTYLE	R 11 500.00	Purchase of Building material	P003909	2021-05-26	2021-06-07		#NUM!	Waiting for delivery
Admin	Hlungulu Trading	R 190 000.00	IYM services delivery project profiling	P003891	2021-05-18	2021-05-26		#NUM!	Waiting for delivery
Technical Services	SMS ICT Chioce	R 100 451.51	Purchase of 1 desktop and 4 laptop	P003899	2021-05-21	2021-06-02		#NUM!	Waiting for delivery
Community Services	Vumisa Building Construction	R 29 591.94	Renovation of landfill site	P003908	26/05/2021	2021-06-07		#VALUE!	Waiting for delivery
Community Services	Zane Tech	R192 000.00	Suitable qualified service provider for the provision of mowing	P003884	2021-05-14	2021-05-25		#NUM!	Waiting for delivery

Regulation 36 (Deviation from, and ratification of minor breaches of, procurement processes)

DESCRIPTI ON	NAME OF SERVICE PROVIDER	DATE	AMOUNT	NAME OF DEPART MENT	RESPONSIBLE OFFICIAL	EMERGE NCY	SOLE PROVIDER / SUPPLIER	REASON/S	RECOMME NDED/ NOT RECOMME NDED (BY)	APPROVED/ NOT APPROVED (BY)
Audit readiness review for the year ended 30 une 2020	MFS Consulting Chartered Accounting	07/07/20 20	R 502 107.38	B.T.O	C.F.O	√		The Municipality's operations have been affected negatively by the affects of COVID -19,due to a number of employye at abudget and Treasury beig unavailable due to testing poeitive and in some instances some employees have in contact with people with covid 19 and are quarantined.This is an exceptional case and it is impractical or impossible to follow the official procurement processes .	CFO	MUNICIPAL M ANAGER

Review IDP chapter 4,SDBIP 2020-2021 financial year.	EZS Consulting	26/07/2020	R130 000.00	ADMIN	Municipal Manager	√		The IDP as presented to the council in May had erros that had to be corrected specially chapter 4 ,The Covid pandemic made it difficult for us to qualify assure this strategic document and this was compounded by the resignation of the only official dealing with IDP.We had to compliance sake to engage specialists to do the high level review of chapter 4,SDBIP and performace agreement .Following the normal processes would not have been possible as the pandemic is causing havoc and also skills shortage in this regard.	CFO	MUNICIPAL MANAGER
Supply and delivery of fuel	UMPHONGLO PETROLEUM	01/08/2020	R234 250.00	TECHNICAL SERVICES	INFRASTRUCTURE MANAGER	√		It was an imergency because the appointed supplier did not deliver due to his challenges	CFO	MUNICIPAL MANAGER
Supply and delivery of fuel	UMPHONGLO PETROLEUM	06/08/2020	R224 880.00	TECHNICAL SERVICES	INFRASTRUCTURE MANAGER	√		It was an imergency because the appointed supplier did not deliver due to his challenges	CFO	MUNICIPAL MANAGER

Purchase of paylip for the institution	Payday Software	16/09/2020	R28 548.75	B.T.O	C.F.O		√	Sole provider because the Institution is using payday system on salaries ,as a result it is imposible to follow normal procurement processes	CFO	MUNICIPAL MANAGER
Registration for Municipal Manager	Engineering Council of South Africa	26/09/2020	R8 670.00	ADMIN	Municipal Manager		√	Sole provider because is ESCA is the only engineering board ,as a result it is impossible to follow normal procurement processes	CFO	MUNICIPAL MANAGER
Supply and delivery of fuel	Vuyisa Motors	01/10/2020	R192 000.00	TECHNICAL SERVICES	INFRASTRUCTURE MANAGER	√		It was an imergency because the appointed supplier did not deliver due to his challenges	CFO	MUNICIPAL MANAGER
Repairs for refuse trucks	TFM	13/10/2020	R33 684.65	TECHNICAL SERVICES	INFRASTRUCTURE MANAGER		√	TFM is a leading manufacturing company in South Africa that converts and maintain refusecompactor trucks.The nrmal procurement process cannot be followed as the truck is solely for service delivery to the communities and TFM is the sole provider in South Africa of the required service by the municipality.	Acting Assistant Manager Supply Chain	MUNICIPAL MANAGER

Consulant property water and sanitation upgrade for covid -19 compliance	Qapela Quantity Surveyors		R400 000.00	TECHNICAL SERVICES	INFRASTRUCTURE MANAGER	√		The Municipality has received confirmation of diverting its MIG funds for a project to respond to COVID -19 pandemic, due to the new cases being reported in Cofimvaba which gives an indication that the continuous spread of this pandemic is escalating each and every day.	CFO	MUNICIPAL MANAGER
Procurement of Micro soft teams	Vox Telecommunication	20/10/2020	R7 809.08	ADMIN	Municipal Manager		√	As we are facing covid 19 pandemic ICT Office is currently experiencing challeges in connecting virtual meetings as the license that we have been supplied by microsoft (VX Telecom) has expired during that first 6 months lock down period).	CFO	MUNICIPAL MANAGER
Annual mantainance of GIS basic locense software	ESRI	27/10/2020	R20 217.00	TECHNICAL SERVICES	INFRASTRUCTURE MANAGER		√	Esri South Africa is the only service provider that offers Esri products (the software which we re using GIS and maping)Thus the ArcMap 10.8 software was bought from them and can only be maintaned yearly by them since they licensed it.	CFO	MUNICIPAL MANAGER

Repairing and servicing for Brush cutter machine	The Mowtique	14/12/2020	R7 384.15	COMMUNITY SERVICES	DIRECTOR COMMUNITY SERVICES		√	Brush cutter machine is the product of Mowtique then we reiparing and servicing fom them	CFO	MUNICIPAL MANAGER
Payment of fees for Ms Bekebu	Nelson Mandela University	14/12/2020	R15 710.00	TECHNICAL SERVICES	INFRASTRUCTURE MANAGER		√	It is impractical or imposible to follow procurement processes when applying to tetiary institutions,because they do not tender to the municipality.As a person /student one applies to these institutions,I therefore applied and I was subsequently accepted at Nelson Mandela University to study towards a dimploma in project Management.It is because of this reason that we are deviating from normal procurement processes.	CFO	MUNICIPAL MANAGER

Servicing of medium pumber for fire fighter equipment	I.T.S PUMPS & SEALS	13/01/2021	R118 146.40	COMMUNITY SERVICES	DIRECTOR COMMUNITY SERVICES		√	The Municipality has a fire fighting truck procured from ITS Pumps and seals ,the equipment used by this truck is damaged and therefore cannot be used to render services to the community of the Municipality.The only firm that can be able to service this equipment is ITS Pumps and seal which is the manufacturer of the equipment.It is against this reason ing that normal processes cannot be followed and the repairs can only be done by te Manufacturer.	CFO	MUNICIPAL MANAGER
Construction of Khayamnandi Bridge	Tshiki Consulting	25/01/2021	R313 500.00	TECHNICAL SERVICES	INFRASTRUCTURE MANAGER	√		The village of Khayamnandi in ward 16 Cofimvaba experienced heavy rains,which washed away a crossing villagers used to move in and out of village .We are in the middle of our rain season and if nothing is done,the village will be completely cut off from other places.Due to the urgency of this ,normal processes cannot be followed.currently villages are not able to access	CFO	MUNICIPAL MANAGER

								each other and they use dangerous methods to cross.		
Repairs for refuse tractor	Queenstown Farm Services	07/04/2021	R37 567.31	COMMUNITY SERVICES	DIRECTOR COMMUNITY SERVICES		√	Community services in terms and functions renders waste management services, this makes the department to be in possession of a tractor which assists the communities in collection of skip bins and grass cutting. This tractor is due for major service now and it must be serviced by a qualified company. QTN FARM SERVICES is a sole supplier of Messy Ferguson as the tractor is a Messy Ferguson 440 XTRA	CFO	MUNICIPAL MANAGER

[illegible]

PROHIBITED EXPENDITURE –IRREGULAR EXPENDITURE

Irregular expenditure on capital projects as at May amount to **R 5 779 233.35**

Irregular expenditure for March amount to **R 287 835.00**

			IRREGULAR EXPENDITURE AS AT END 30th MAY 2021									
No	PROJECT NAME	PROJECT NUMBER	AWARDED BIDDER	Contract Amount Including Vat	Irregular Amount as at 30th JUNE 2020 Including Vat Not Written Off	Year to date as at end Feb 2021	Year to date ending 31 March 2021			Description of incident	Initiator of transaction	MPAC Recommendation
								Year to date ending 30th April 2021	Year to date ending 31st May 2021			
1	Upgrading of Gravel Roads to Surfaced Roads in Extension 1	BID NO: IYM SCMU 17-2016/2017	Tshiya Infrastructure Development	R 43 059 846.82	R 25 085 641.81	R 1 257 020.25	R 1 257 020.25	R 1 257 020.25	R 1 257 020.25	Payments made are in contravention of SCM regulations	Infrastructure	Still being investigated as such no recommendation yet
2	Upgrading of Gravel Roads to Surfaced Roads in Extension 1 Cofimvaba phase 2 (Windus and Link Roads)	SCM Regulation 32	KCS Consultants	R 3 492 332.76	R 206 842.16	R 36 125.52	R 36 125.52	R 36 125.52	R 36 125.52	Procured through SCM Regulation 32 and there are no demonstrable discounts or benefits for the municipality to do so	Infrastructure	Still being investigated as such no recommendation yet

3	Rental of multi-function printing solution	IYM SCMU 01-2013/2014	Aloe Office Equipment	R 3 906 036.00	R 331 970.57	R 0.00	R 0.00	R 0.00	R 0.00	Contract extensions exceeds 15% allowed of the original value of the contract as stated in MFMA Circular 62	Corporate Services	Still being investigated as such no recommendation yet
4	Security Services for the Municipality	Security Services	Red Guard	R 129 960.00	R 128 318.00	R 95 715.00	R 108 620.00	R 120 225.00	R 132 060.00	Contract extensions exceeds 15% allowed of the original value of the contract as stated in MFMA Circular 62	Community Services/BTO	Still being investigated as such no recommendation yet
5	Call for proposal Electrical Engineering Consultants to provide Electrical Engineering Services, Turnkey Solutions for years 2019/2020, 2020/2021, 2021/2022	IYM SCMU 17-2018/2019	Kuhle Mcebo Engineers	5% of the Indicative Figures in the DORA	R 12 033 000.00	R 2 886 500.00	R 2 886 500.00	R 2 886 500.00	R 3 162 500.00	Irregular expenditure -bid adjudication committee did not quorate	BAC	Still being investigated as such no recommendation yet
TOTAL IRREGULAR STILL UNDER INVESTIGATION					R 37 785 772.54	R 4 275 360.77	R 4 288 265.77	R 4 299 870.77	R 4 587 705.77			

CONTRACTS MANAGEMENT

All contracts are monitored, user departments are sent reminders 3 months prior to the end of the contracts in order to commence with procurement processes and this eliminates continuous unnecessary extension of contracts

- Contracts register is in place, monitored and updated on monthly basis by;
- keeping track of service level agreements of each contract and advise the end user department of the expiry dates
- monitor the spending pattern against the original contractual amount
- compile monthly reports on performance of the existing projects

CONTRACTED SERVICES REACHING THE END DATE

The table below is an illustration of the contracted services that have expired.

REFERENCE	DESCRIPTION	SERVICE PROVIDER	DURATION	END DATE	DIRECTORATE
IYM SCMU 12-2018/2019	Servicing and maintenance of municipal vehicles	PEUGAIR BORDER CC	2 YEARS	04-03-2021	INFRASTRUCTURE
		UD TRUCKS/QUEEN STOWN NISSAN		04-03-2021	INFRASTRUCTURE
		RENCO ENGINEERING (PTY) LTD		05-03-2021	INFRASTRUCTURE
		BARLOWORLD EQUIPMENT		05-03-2021	INFRASTRUCTURE
		BELL EQUIPMENT SALES		07-03-2021	INFRASTRUCTURE
		TOP TRUCK FOURTY THREE CC		14-03-2021	INFRASTRUCTURE
IYM SCMU 14-2018/2019	Server Infrastructure Upgrade, Virtualization, Usable Storage and Farewell	DATACENTRIX	1 YEAR	31-01-2021	ICT /ADMIN

	SECURITY SERVICES FOR THE MUNICIPALITY	RED GUARD SECURITY		30-10-2019	BTO/COMMUNITY SERVICES
	INSTALLATION AND RENTAL CHARGES FOR TELKOM JUNCTION LINES	TELKOM	(5Year Period)	26-02-2020	ICT/ADMIN

STORES

Stock count has been done for Quarter 1 and Quarter 2 by Stores and Internal Audit personnel on the 05th October 2020 and 11th January 2021 and Quarter 3 stock count has been conducted as well.

Goods received for the month are not kept at Stores due to the conditions of the site.

COVID RELATED PROCUREMENT

The President of South Africa declared the National State of Disaster on the 15th March 2020 due to COVID outbreak in the country, municipalities were required to perform certain essential and emergency municipal services to address, prevent and combat the spread of COVID-19. This was communicated by National Treasury in a form of Circulars.

The municipal Accounting Officers and Chief Financial Officers were then urged to ensure that internal controls are in place to ascertain that the procurement process is authorised, valid, complete, accurate and correctly classified.

Supply Chain Management reports to Treasury on a monthly basis utilising a separate format (COVID report 105) for all the orders generated for COVID 19 related items.

No orders generated for COVID-19 in May 2021

ORDERS ISSUED ON A POOL OF PLANT HIRE

			Project History				
	Appointed Supplier		TOTAL SPENDING FOR MAY 2021				
		Project appointed for:	Plant Hire for a Period of two Years as when needed				
			BID NUMBER:IYM SCMU 18-2019/2020				
		Appointment Amount		RATES		EFT	
	Payment Date	Supplier	Description	Amount			
			2020/2021 PAYMENTS				
	14-05-2021	Sesethu Services	Hiring of Excavator for 208 hours, Establishment of Dozer, Grader, Excavator for Mcambalala/Bilatye/Miya Access Road, Establishment Excavator Mtimbini/Xolobe/Esikhobeni Access Roads	R 200 920.77		25417	
	14-05-2021	Sesethu Services	Hiring of Excavator for 28 days, Establishment of Dozer, Grader, Excavator for Mcambalala/Bilatye/Miya Access Road, Establishment Excavator Mtimbini/Xolobe/Esikhobeni Access Roads	R 253 760.84		25417	
	14-05-2021	Sesethu Services	Hiring of 2 excavators for 192 hours, 2 tipper truck for 186 hours, call out lowbed with establishment rate for 2 excavators-Bhokodlela, Cube, Jarha, Mthingwevu Access Road	R 176 481.14		25417	
	14-05-2021	Sesethu Services	Hiring of Excavator for 88 hours, Tipper Truck for 64 hours with establishment rate-Cube Access Road	R 74 520.47		25417	

	14-05-2021	Sesethu Services	Hiring of Excavator for 200 hours with 5 trips establishment rate for LowBed Truck - Emhlahlane Village and Bilatye Access Road	R 143 000.72		25417
	14-05-2021	Slok Trading Enterprise	Hiring of 01 tipper for 10 hours without establishment - Khayamnandi Access Road	R 3 699.99		25425
	14-05-2021	Soyam Buntu Trading Enterprise	Hiring of water cart, grader, grid roll for 23 days and smooth roll for 21 days without establishment(Mnyangule Access Road)	R 591 916.50		25424
	TOTAL			R 1 444 300.43		

ORDER/S GENERATED FOR FUEL


14000L delivery of diesel @ R214, 480.00

OVERALL PERFORMANCE OF SERVICE PROVIDERS

The service provider awarded for supply and delivery of fuel hasn't performed well and the contract has been terminated after having engaged with the project manager and the awarded bidder, furthermore; a new tool has been developed for assessment of service providers, awaiting inputs from the HODs.

N O	NAME OF SERVICE PROVIDER	SERVICE RENDERED	SET TARGET OF PERFORMANCE (CURRENT YEAR)	STATUS OF PERFORMANCE (CURRENT YEAR)	MEASURE TAKEN TO IMPROVE PERFORM ANCE	RATING FOR CURRE NT FINANCI AL YEAR	RESPONSIBL E MANAGER & POSITION	COMMENTS/RECOM MENDATIONS
1	Camelsa Consulting Group t/a CCG Systems	(Mscoa)	Implementation of Municipal Standard Chart of Accounts	Satisfactory	N/A	3	B.Bavu-Ncoyuni-CFO	
2	Kwalo Business Accountants	Vat Recovery Services	Provision of Vat Recovery Services for Period of Three Years	Good	N/A	4	B.Bavu-Ncoyuni-CFO	
3	Harvey World Travel East London	Travel Agency Services	Provision of Travel Agency Services	Satisfactory	N/A	3	B.Bavu-Ncoyuni-CFO	


4	Ducharme Asset Management & Account	Annual Financial Statements	Procurement of Financial Reporting and AFS Tools	Good	N/A	4	B.Bavu-Ncoyuni-CFO	
5	Ducharme Consulting Coastal (pty) Ltd	Grap/Mscoa Review	Accounting Services for Grap/Mscoa Review of Compliant Annual Financial Statements	Good	N/A	4	B.Bavu-Ncoyuni-CFO	
6	Revenue Consulting (Pty) Ltd	Debt Collection	Services of a Debt Collection on Long Outstanding Debtors	Satisfactory	N/A	3	B.Bavu-Ncoyuni-CFO	
7	Kunene Makopo Risk Solutions	Insurance	Provision of Short-Term Insurance for Municipal Assets for a Period of 2 Years	Good	N/A	4	B.Bavu-Ncoyuni-CFO	
8	Nyalambisa Financial Services	Asset Register	Updating of the Current Asset Register in-Line with Grap Requirements	Good	N/A	4	B.Bavu-Ncoyuni-CFO	

	INTSIKA YETHU MUNICIPALITY 201 MAIN STREET, COFIMVABA							
			CONTRACTED SERVICE PROVIDER'S PERFORMANCE FOR MAY 2020/2021 FY					
			SCALE OF SATISFACTION: DEVELOPMENT 4= Good or outstanding contractor (Meet all the standards) (70-100%) 3 = Satisfactory or acceptable (minor mistakes but no serious) (50-70%) 2= Poor (needs increased monitoring) (SP/Contractor informed verbally) - must keep record of that verbal warning to date. time etc. (30-50%) 1 = Unsatisfactory (SP/Contractor informed in writing) (0-30%)					
NO	NAME OF SERVICE PROVIDER	SERVICE RENDERED	SET TARGET OF PERFORMANCE (CURRENT YEAR)	STATUS OF PERFORMANCE (CURRENT YEAR)	MEASURE TAKEN TO IMPROVE PERFORMANCE	RATING FOR CURRENT FINANCIAL YEAR	RESPONSIBLE MANAGER & POSITION	COMMENTS/RECOMMENDATIONS
1	KCS Consultants	Gravel Roads to Surfaced Roads	Upgrading of Gravel Roads to Surfaced Roads in Extension 1 Cofimvaba phase 2 (Windus and Link Roads)	Satisfactory	N/A	3	K. Clock-Director	


2	Tshiya Infrastructure and Developments	Gravel Roads to Surfaced Roads	Upgrading of Gravel Roads to Surfaced Roads in Extension 1 Cofimvaba phase 2 (Windus and Link Roads)	Poor	Cessions approved for other contractors to meet up all the standards	2	K. Clock-Director	Project far behind the schedule compared to amount spent to the Project
3	Opti Prperty Consultants	Valuation Roll	Compilation of the Valuation Roll and 1st Compulsory Supplementary Valuation Roll and Maintenance Thereof	Good	N/A	4	K. Clock-Director	
4	Kuhlemcebo Engineer (Pty) Ltd	Turnkey-Electrification	Engineering Consultants to Provide Electrical Engineering Services Turnkey for Years 2019/2020, 2020/2021, 2021/2022	Satisfactory	N/A	3	K.Clock-Director	
5	NC Mjamba Attorneys INC	Legal Services	Service Provider to do Conveyancing and provide report to the Municipality	Good	N/A	4	K.Clock-Director	
6	Kwalo Construction	Cofimvaba Wellness Centre	Erection of ClearVu Fencing System and Revamp Other	Satisfactory	N/A	4	K.Clock-Director	

			Existing Structures					
7	TTM Trading and Projects	Diesel	Supply and Delivery of Fuel	Good	N/A	4	K.Clock-Director	
8	Umhlaba Consulting Group	Wall to Wall	Development of Wall to Wall Land Use Scheme Project	Good	N/A	4	K.Clock-Director	
9	Melokuhle Management JV Matela	Magwala Sports Field	Design,Construction and Monitoring of Magwala Sports Field on a Turnkey Basis	Good	N/A	4	K.Clock-Director	
10	Oza and Zen Trading Enterprise	Plant Hire	Plant Hire as When Needed for one Year Period	Good	N/A	4	K.Clock-Director	
11	Sesethu Services	Plant Hire	Plant Hire as When Needed for one Year Period	Good	N/A	4	K.Clock-Director	
12	Zamaqwathi Trading	Plant Hire	Plant Hire as When Needed for one Year Period	Good	N/A	4	K.Clock-Director	
13	Jovuka Trading Enterprise	Plant Hire	Plant Hire as When Needed for one Year Period	Good	N/A	4	K.Clock-Director	
14	Slok Trading	Plant Hire	Plant Hire as When Needed for one	Good	N/A	4	K.Clock-	

	Enterprise		Year Period				Director	
15	Soyam'Buntu Trading Enterprise	Plant Hire	Plant Hire as When Needed for one Year Period	Good	N/A	4	K.Clock-Director	
16	Jack Dot Com Enterprise	Storm Water Pipes	Supply and Delivery of Storm Water Pipes	Satisfactory	N/A	3	K.Clock-Director	
17	Emonti Consulting Engineers	Compilation of Traffic Assessment	Compilation of Traffic Assessment for Tsomo and Cofimvaba	Good	N/A	4	K.Clock-Director	
18	Barloworld Equipment	Supply and Delivery	Supply and Delivery of Yellow Plant Equipment(Ecavator and Dozer)	Satisfactory	N/A	3	K.Clock-Director	
19	Maqrula Pty Ltd	Roads Maintenance	Supply, Delivery, Placing and Processing of Material in Cofimvaba and Tsomo Town	Satisfactory	N/A	3	K.Clock-Director	
20	Wan-Dile Suppliers and Projects	Supply and Delivery	Supply and Delivery of Level Crossing Retaining Material	Satisfactory	N/A	3	K.Clock-Director	

	INTSIKA YETHU MUNICIPALITY 201 MAIN STREET, COFIMVABA								
			CONTRACTED SERVICE PROVIDER'S PERFORMANCE FOR MAY 2020/2021 FY						
			SCALE OF SATISFACTION: 4= Good or outstanding contractor (Meet all the standards) (70-100%) 3 = Satisfactory or acceptable (minor mistakes but no serious) (50-70%) 2= Poor (needs increased monitoring) (SP/Contractor informed verbally) - must keep record of that verbal warning to date. time etc. (30-50%) 1 = Unsatisfactory (SP/Contractor informed in writing) (0-30%)						DEPARTMENT: CORPORATE SERVICES
NO	NAME OF SERVICE PROVIDER	SERVICE RENDERED	SET TARGET OF PERFORMANCE (CURRENT YEAR)	STATUS OF PERFORMANCE (CURRENT YEAR)	MEASURE TAKEN TO IMPROVE PERFORMANCE		RATING FOR CURRENT FINANCIAL YEAR	RESPONSIBLE MANAGER & POSITION	COMMENTS/RECOMMENDATIONS
1	Konica Minolta South Africa	Machine Rental	Rental of Multi-Function Printing Solution	Satisfactory	N/A	3	N.Fololo-Director		

2	Genbiz Trading 1001 (Pty) Ltd/Xerox Eastern Cape	Paper Supply	Supply, Delivery and Off-Loading of A4 white Printing Papers	Satisfactory	N/A	3	N.Fololo-Director	
3	Netstar (Pty) Ltd	Car Tracker	Fleet Tracking Systems	Satisfactory	N/A	3	N.Fololo-Director	

		CONTRACTED SERVICE PROVIDER'S PERFORMANCE FOR MAY 2020/2021 FY						
		SCALE OF SATISFACTION: DEPARTMENT: ADMINISTRATION						
		4= Good or outstanding contractor (Meet all the standards) (70-100%)						
		3 = Satisfactory or acceptable (minor mistakes but no serious) (50-70%)						
		2= Poor (needs increased monitoring) (SP/Contractor informed verbally) - must keep record of that verbal warning to date. time etc. (30-50%)						
		1 = Unsatisfactory (SP/Contractor informed in writing) (0-30%)						
N O	NAME OF SERVICE PROVIDER	SERVICE RENDERED	SET TARGET OF PERFORMANCE (CURRENT YEAR)	STATUS OF PERFORMANCE (CURRENT YEAR)	MEASURE TAKEN TO IMPROVE PERFORMANCE	RATING FOR CURRENT FINANCIAL YEAR	RESPONSIBLE MANAGER & POSITION	COMMENTS/RECOMMENDATIONS
1	Secur (Pty) Ltd	ICT Strategy	Development of ICT Strategy,Governance and Policy Review	Satisfactory	N/A	3	Z.Tshangana-Acting Office Manager	
2	Ukubonisa Trading and Projects	Website Maintenance	Website Development (Hosting) and Maintenance	Satisfactory	N/A	3	Z.Tshangana-Acting Office Manager	



SCALE OF SATISFACTION:

4= Good or outstanding contractor (Meet all the standards) (70-100%)

3 = Satisfactory or acceptable (minor mistakes but no serious) (50-70%)

2= Poor (needs increased monitoring) (SP/Contractor informed verbally) - must keep record of that verbal warning to date. time etc. (30-50%)

1 = Unsatisfactory (SP/Contractor informed in writing) (0-30%)

DEPARTMENT: COMMUNITY SERVICES

N O	NAME OF SERVICE PROVIDER	SERVICE RENDERED	SET TARGET OF PERFORMANCE (CURRENT YEAR)	STATUS OF PERFORMANCE (CURRENT YEAR)	MEASURE TAKEN TO IMPROVE PERFORMANCE	RATING FOR CURRENT FINANCIAL YEAR	RESPONSIBLE MANAGER & POSITION	COMMENTS/RECO MMENDATIONS
1	Department of Transport	Licensing	Registration and Licensing of Motor Vehicles	Good	N/A	4	K.Maceba- Director	
2	Vaduba Investments	Fencing	Supply, Delivery and Installation of High Security Fencing for Cofimvaba Pound	Satisfactory	N/A	3	K.Maceba- Director	

COMPLIANCE AND INTERNAL CONTROLS

CENTRALISED PROCUREMENT

Procurement is centralised as the requisitions are now created at demand stage rather than when quotations are received (as the case prior) so the end users do not have access to quotations and the orders are forwarded by Demand Clerk to the awarder bidders.

WEBSITE COMPLIANCE

SCM unit adheres to Section 75 of the MFMA that requires the municipal documentation to be publicised and placed on municipal website

Below is a list of SCM documents placed on municipal website, e-tender and CIDB

- ✓ All open tenders are placed on municipal website, e-tender portal and CIDB
- ✓ All open RFQ's are placed on municipal website, e-tender portal and CIDB
- ✓ SCM reviewed policy
- ✓ Closing registers for informal and formal tenders
- ✓ SCM quarterly reports
- ✓ Awarded tenders and RFQ's
- ✓ Cancelled tenders and RFQ's

INTERNAL CONTROLS IN PLACE

Demand memos are submitted and recorded in the demand memo register

Requisitions are now prepared with demand memo not when quotations are received

Duration of the adverts is as per the prescribed guideline

Bid committees functional and effective

New Service provider's performance tool in place

Contracts management tool in place

SCM Operational Risk Register

New developed SCM checklist in place and utilised

Rotation of suppliers utilising integrated CSD

Orders generated with the appointment letter and forwarded by SCM unit

All the service providers (reflecting compliant tax status and successful bank confirmation) are retrieved from CSD system prior the award

CHALLENGES

- No proper channels of communication
- Stores warehouse not functional thus resulting in municipal goods delivered not stored at the rightful site
- Turnaround time on issued orders
- Bid committee sittings that do not sit when appointed due to other commitments
- Some Suppliers are not registered with CSD
- Registered suppliers are non –complaint (tax matters are not in order)
- Suppliers require upfront payment
- Incomplete bid documents submitted

INTERNAL CONTROLS TO BE IMPLEMENTED AT SCM

Centralised method of receiving quotations to minimise the potential risks

Mini committee for RFQ's to minimise the potential risks

Elimination of deviations and irregular expenditure transactions

Full utilisation of CSD system to verify information of the service providers

Full implementation of SCM policy on those who owe the municipality

SCM model to be fully integrated to the financial system

Internal audit to conduct the full population audit on quarterly basis

Minimise extensions on existing contracts

Municipality to adhere to SCM Regulation 49 –Objections and Complaint

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CONCLUSION

People who are involved in the different processes that are encompassed in SCM should have adequate knowledge about its function. Even if the process of SCM is adhered to, there are a number of factors that may act as an obstacle in its effective application.

SCM manager is stressing that projects and procurement must be planned in cognisance of the requirements of the supply chain management legislative framework to ensure that the processes of the municipality are fair, equitable, transparent, competitive and effective.

Report reviewed by the CFO

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Date.....

Mrs B.Bavu-Ncoyini

Report recommended by the Acting Accounting Officer

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Date.....

Mr K.Maceba

Report Approved by the Mayor

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Date.....

Mr B.Mpengesi

Acting Honourable Mayor

