



**THE UMHLABUYALINGANA LOCAL MUNICIPALITY**

**SCM REPORT 2016/2017 FINANCIAL YEAR**

**SEPTEMBER 2016**

**QUARTER 1**

# **TABLE OF CONTENT**

- 1. INTRODUCTION**
- 2. MEMBERS OF BID COMMITTEES**
- 3. RANGE OF PROCUREMENT PROCESSES**
- 4. AWARDES ABOVE R100K**
- 5. SCM REGISTERS (DEVIATIONS, IRREGULAR, FRUITLESS & UNAUTHORISED)**
- 6. TENDERS REPORT**

## 1. INTRODUCTION

The municipality must, in terms of section 111 of the MFMA must implement a supply chain management policy that;

- (a) Gives effect to;
  - (i) Section 217 of the Constitution and
  - (ii) Part 1 of Chapter 11 and other applicable provisions of the act
- (b) Is fair, equitable, transparent, competitive and cost effective.

The accounting officer must in terms of section 62(f) (iv) of the MFMA take all reasonable steps to ensure that the municipality implements a supply chain management policy as set out in regulation 2. The accounting officer must further report any deviation from the guideline standard of the SCM to the National Treasury and Provincial Treasury.

The accounting officer in terms of SCM policy must, within 10 working days after the end of each quarter, submit a report on the implementation of the supply chain management policy to the Council to exercise oversight role in the implementation of the Supply Chain management Policy.

The SCM report is brought to council for consideration and condones any deviation to the Supply Chain Management policy, for the accounting officer to report those deviations to National and Provincial Treasury as stated in Paragraph 2.

## 2. MEMBERS OF BID COMMITTEES

The members of the bid committees as appointed by the accounting officer for 2015/2016 financial year are as follows:

### 2.1. Members of the Bid Specification Committee

- |                         |                               |               |
|-------------------------|-------------------------------|---------------|
| (a) Mrs N.P. Mkhabela   | - Financial Manager           | [Chairperson] |
| (b) Mrs N.F. Mngomezulu | - Community Liaison Officer   | [Member]      |
| (c) Mr S.S. Thwala      | - Disaster Management Officer | [Member]      |
| (d) Mr S. Shange        | - Manager Community Services  | [Member]      |

### 2.2. Members of the Bid Evaluation Committee

- |                     |                     |               |
|---------------------|---------------------|---------------|
| (a) Mr N.M. Mthembu | - SCM Manager       | [Chairperson] |
| (b) Mr T.P. Masinga | - SCM Officer       | [Member]      |
| (c) Mrs N. Mnqayi   | - LED Manager       | [Member]      |
| (d) Mr S.S. Gina    | - Budget Officer    | [Member]      |
| (e) Ms F.S. Qwabe   | - Technical Manager | [Member]      |

### 2.3. Members of the Bid Adjudication Committee

- |                     |                 |               |
|---------------------|-----------------|---------------|
| (a) Mr N.P.E. Myeni | - CFO           | [Chairperson] |
| (b) Ms N.V.F. Msane | - HOD Corporate | [Member]      |
| (c) Mr M.S. Qwabe   | - HOD Technical | [Member]      |
| (d) Mr M.S. Mnguni  | - HOD Community | [Member]      |

### 3. RANGE OF PROCUREMENT PROCESSES

In terms of the Supply Chain Management Policy Adopted by Council, the following Procurement Process must be followed:

<b>Range of Procurement Process</b>	<b>Type of Transaction</b>	<b>Requirement for Transaction</b>	<b>Official Authorising</b>
R1 up to R2 000.00	Petty Cash	Till Slip and request	Departmental HOD/MM
R2 000 up to R10 000	Quotations	Written or Verbal quotations	Departmental HOD/MM
All transaction exceeding R30 000 below R200 000	Quotations	Minimum of 3 formal written Quotations, Valid Tax clearance and they must all be advertised at least 7 days on notice boards and website.	Departmental HOD/MM
R200 000 above	Tender	Competitive Bidding Process to be followed.	MM

## ANNEXURE A

### 1.1 Orders Awarded Above Prescribed Amount (100 000.00)

ORDER NO	DESCRIPTION	SUPPLIER NAME	ORDER DATE	AMOUNT
PO03494	Toyota Corolla	McCthy Toyota Empangeni	10 August 2016	R174,578.02
PO03547	Computer and Printers	INTAMBO NETWORK SOLUTIONS	01 August 2016	R198,047.00
PO03565	Cleaning Services	IZIBUKO TRADING SERVICES	18 August 2016	R131,111.00
PO03447	Printing and Stationery	Waltons Stationers	22 August 2016	R198,000.00
PO03567	Civil & Engineering	Nongiyela Trading Enterprise	10 August 2016	R130,000.00
PO03615	Buildings/Technical Services	Travel With Flair	29 August 2016	R176,613.95
PO03631	Printing and Stationery/ Coprate	MATHIBANE SUPPLIERS	12 August 2016	R140,000.00
				<b>R1,148,349.97</b>

**UMHLABUYALINGANA MUNICIPALITY**  
**Deviation Register 2016/2017**

DATE	REQ NO	DEV NO	ORDER NO	SERVICE PROVIDER	REASON FOR DEVIATION	STATUS	AMOUNT
2-Sep	REQ05583	0113	PO03381	Zululand Obsever	Preferred supplier	Approved	4,582.30
2-Sep	REQ06039	0116	PO03689	Ilanga Newspaper	Preferred supplier	Approved	7,931.87
14-Sep	REQ06116	108	PO03735	Ilanga Newspaper	Preferred supplier	Approved	6,998.70
29-Sep	REQ06116	0118	PO01582	Ilanga Newspaper	Preferred supplier	Approved	9,331.60
							<b>28,844.47</b>

## **TENDERS REPORT**

Annexure C

### **1. Tenders submitted to Bid Specification Committee for developing TORs**

There was no specification submitted to the committee for development of TORs for SCM Quarter 1 2016/2017 financial year as a result all tenders advertised were result of non-responsiveness of tenders from evaluation and adjudication committee. Some tenders evaluated were advertised towards the end of 2015/2016 financial year.

### **2. Tenders Evaluated**

<b>Tender Number &amp; Description</b>
UMHL07/2016/2017 – TURNKEY PROJECT FOR MSELENI PHASE II ELECTRIFICATION
UMHL08/2016/2017 – TURNKEY PROJECT FOR WARD 4 ELECTRIFICATION
UMHL09/2016/2017 – TURNKEY PROJECT FOR MANABA PHASE II ELECTRIFICATION
UMHL10/2016/2017 - CONSULTANT FOR THENGANI COMMUNITY HALL
UMHL11/2016/2017 - CONSULTANT FOR PHELANDABA COMMUNITY HALL
UMHL15/2016/2017 - CONSULTANT FOR MAZIBOMVU COMMUNITY HALL
UMHL16/2016/2017 - SUPPLY & INSTALL MANGUZI SOLAR STREETLIGHTS

### 3. Tenders Adjudicated

<b>Tender Number &amp; Description</b>
UMHL07/2016/2017 – TURNKEY PROJECT FOR MSELENI PHASE II ELECTRIFICATION
UMHL08/2016/2017 – TURNKEY PROJECT FOR WARD 4 ELECTRIFICATION
UMHL09/2016/2017 – TURNKEY PROJECT FOR MANABA PHASE II ELECTRIFICATION
UMHL10/2016/2017 - CONSULTANT FOR THENGANI COMMUNITY HALL
UMHL11/2016/2017 - CONSULTANT FOR PHELANDABA COMMUNITY HALL
UMHL15/2016/2017 - CONSULTANT FOR MAZIBOMVU COMMUNITY HALL
UMHL16/2016/2017 - SUPPLY & INSTALL MANGUZI SOLAR STREETLIGHTS

### 4. Awarded Tenders

<b>Tender Number &amp; Description</b>	<b>Supplier Awarded</b>	<b>Amount Awarded</b>
UMHL07/2016/2017 – Turnkey Project For Mseleni Phase II Electrification	Infinity Alliance (Pty) Ltd	4% Excl Vat
UMHL08/2016/2017 – Turnkey Project For Ward 4 Electrification	Infinity Alliance (Pty) Ltd	4% Excl Vat
UMHL09/2016/2017 – Turnkey Project For Manaba Phase II Electrification	Infinity Alliance (Pty) Ltd	4% Excl Vat

### 5. Objections On Awarded Tenders

There were no objections received on all awarded tender



