



SUPPLY CHAIN MANAGEMENT POLICY IMPLEMENTATION REPORT

District:

Name of Municipality:

Name of Municipal Entity/ Entities:

Reporting Date:

Contact Information

Name of Chief Financial Officer:
Contact telephone number:
Contact e-mail address:

Name of Accounting Officer:
Contact telephone number:
Contact e-mail address:

MASILONYANA

MUNICIPALITY

MASEPALA

MUNISIPALITEIT

ADDRESS CORRESPONDENCE TO:

MUNICIPAL MANAGER

RIG ALLE KORRESPONDENSIE AAN:

MUNISIPALE BESTUURDER



✉ BOX 8, THEUNISSEN, 9410

☎ 057-7332105

☎ 057-7331942

leratom@masilonyana.co.za

Based on the review performed, I can conclude that the contents of the report are accurate and represent the activities of the Supply Chain Management unit of the Municipality fairly

Yours faithfully

Chief Financial Officer

Date: 15 January 2016

Accounting Officer/ Muncipal Manager

Date: 15 January 2016

SUPPLY CHAIN MANAGEMENT						
		LEJWELEPUTSWA		MASILONYANA		FRIDAY, 15 JANUARY,
District:						Muni
ESTABLISHMENT OF SCM						
Area	Ref.	Background	STRUCTURE	FILLED	VACANT	COMMENTS
1	SCM Reg 7	Is there a dedicated and functional supply chain management (SCM) unit?	Yes	2	1	One (1) post for Disposal clerk is vacant
Area	Ref.	Background	REVIEWED (YES/NO)	DATE OF REVIEW	IF NOT REVIEWED, REASONS THEREOF	COMMENTS
2	SCM Reg 3	Reviewed and approved SCM Policy in line with National Treasury's Model Policy.	Yes	28-May-15		
DEMAND MANAGEMENT						
Area	Ref.	Background	IS THERE AN APPROVED PROCUREMENT PLAN IN PLACE (Y/N)	DATE OF APPROVAL	IF NOT, REASONS THEREOF	COMMENTS
3	Circular 62	Procurement plan for the current financial year. in respect of the procurement of goods, services and infrastructure projects which exceed R200 000 (all applicable taxes included) approved by the accounting officer.	Yes	28-Sep-15		
ACQUISITION MANAGEMENT						
Area	Ref.	Background	LAST REVIEW DATE	NEXT REVIEW DATE	NUMBER OF REGISTERED SUPPLIERS	COMMENTS
4	SCM Reg14	Functional list of accredited prospective providers of goods and services maintained and used for verbal quotations and formal written price quotations.	30-Sep-15	14-Dec-15	1316 records	
BID COMMITTEES						
Area	Ref.	Background	BID COMMITTEE IN PLACE (Y/N)	NAMES OF MEMBERS	DESIGNATIONS	COMMENTS
5	SCM Reg 27	Functional ad hoc Bid Specification Committees (BSC) in operation and composed of one or more officials of the municipality, preferably the manager responsible for the function involved.	Yes	Nthabeleng Mekane, Anna klaas, Sibongile Zigade, Mamoretlo Koaho, Teboho Poonyane, and Gabriel Tjolo	Budget Manager, Unit Manager, Manager housing, PMU Technician, Payrol Accountant, and HR Manager	Committee members need to be trained
6	SCM Reg 28	Bid Evaluation Committee appointed.composed of at least one SCM practitioner of the municipality.	Yes	Eric Mokgethi; Kabelo Khumalo, David Motha and Moipone Tshoeu	Unit Manager, LED Manager, Health safety officer, and Acquisition officer	Committee members need to be trained

7	SCM Reg 29	Bid Adjudication Committee appointed composed of at least four senior managers of the municipality.	yes	Fikile Mzizi, Elias Kaise, Pule Tshabalala, Excenia Makgahlela and Lerato Mofokeng	CFO, Legal Manager, Acting Technical Services Director, Social Services Director, SCM Practitioner.	Committee members need to be trained
CIDB						
Area	Ref.	Background	REGISTRATION WITH CIDB'S ITENDER (Y/N)	PROJECTS REGISTERED	IF NOT, REASONS THEREOF	COMMENTS
8	CIDB Regulations, Regulation 18(1) & 18(1A)	Registration of construction works contracts above R200 000 in the CIDB register of projects.	Yes	None		No contract awarded yet that requires CIDB gradings
REGULATION 32 CONTRACTS						
Area	Ref.	Background	DESCRIPTION	AMOUNT	INSTITUTION	COMMENTS
9	MFMA Reg 32	Procurement of goods and services under a contract secured by another organ of state.	None			
DEVIATIONS FROM PROCUREMENT PROCESSES (ATTACHED)						
Area	Ref.	Background	DESCRIPTION	AMOUNT	UPLOADING ON THE WEBSITE (Y/N)	COMMENTS
10	MFMA Reg 36	Deviations from the procurement processes approved by the accounting officer.	Emergency			
UNSOLICITED BIDS						
Area	Ref.	Background	DESCRIPTION	AMOUNT	REASONS	PUBLIC PARTICIPATION (Y/N)
11	MFMA Reg 37	If an unsolicited bid(s) has been considered was it because: - the product or service offered was a demonstrably or proven unique innovative concept; - will be exceptionally beneficial to, or have exceptional cost advantages for the municipality?	None			
DISPOSAL MANAGEMENT						
Area	Ref.	Background	ASSET(S) DISPOSED	DISPOSAL METHOD	COST PRICE	BENEFICIARY
12	MFMA Reg 40	Assets disposal.	None			
CONTRACT AND PERFORMANCE MANAGEMENT						

DISPUTES						
Area	Ref.	Background	CONTRACT NUMBER	NATURE	STATUS	OUTCOME
13	SCM Reg 50	Resolution of SCM related disputes.	None			
ACTIVE CONTRACTS						
Area	Ref.	Background	DESCRIPTION	AMOUNT	DURATION	EXPIRY DATE
	MFMA Sec. 116	Contract management.	Installation of payroll system	As in when required	Three (3) years	08-Jul-16
	MFMA Sec. 116	Contract management.	Supply & delivery of chemicals	As in when required	Three (3) years	20-Aug-16
	MFMA Sec. 116	Contract management.	Supply of ICT Equipment & Software	As in when required	Three (3) years	27-Dec-16
	MFMA Sec. 116	Contract management.	Supply of electrical tools & material	As in when required	Three (3) years	27-Dec-16
	MFMA Sec. 116	Contract management.	supply of sewer & water maintenance material	As in when required	Three (3) years	15-Jan-17
	MFMA Sec. 116	Contract management.	provision of legal services	As in when required	Three (3) years	15-Jan-17
	MFMA Sec. 116	Contract management.	Rehabilitation &levelling of landfill sites	As in when required	Three (3) years	13-Jun-17
	MFMA Sec. 116	Contract management.	Supply of road signs & marking pants	As in when required	Three (3) years	13-Jun-17
	MFMA Sec. 116	Contract management.	Installation and setup of blade centre server	R 2,418 027.52	Three (3) years	21-Aug-17
	MFMA Sec. 116	Contract management.	MFMP	R 1,386 000.00	12 Months	01-Dec-15
	MFMA Sec. 116	Contract management.	Short term insurance	R 1, 271 903.22	Three (3) years	24-Dec-17
	MFMA Sec. 116	Contract management.	Financial support	R 917 677.55	Two (2) years	02-Dec-16
	MFMA Sec. 116	Contract management.	Repairs and maintenance of electricity	As in when required	Three (3) years	26-May-18
	MFMA Sec. 116	Contract management.	Winburg raw water bulk line supply	R 7, 740 000.00	Once off	After completion
	MFMA Sec. 116	Contract management.	Construction of Two(2) Km block pave	R 16,461 594.07	Once off	After completion
	MFMA Sec. 116	Contract management.	Upgrading of theunissen-masilo sports centre	R 1,888 782.61	Once off	After completion
	MFMA Sec. 116	Contract management.	Repairs and maintenance of water and sewer	As in when required	Three (3) years	06-Jun-18

	MFMA Sec. 116	Contract management.	Water sampling and testing	As in when required	Three (3) years	05-Jun-18
	MFMA Sec. 116	Contract management.	Upgrading and refurbishment of electricity	As in when required	Three (3) years	08-Jun-18
	MFMA Sec. 116	Contract management.	Supply & delivery of cleaning material	As in when required	Three (3) years	17-Jun-18
	MFMA Sec. 116	Contract management.	supply & delivery of road patching material	As in when required	Three (3) years	17-Jun-18
	MFMA Sec. 116	Contract management.	Supply & delivery of stationery	As in when required	Three (3) years	17-Jun-18
	MFMA Sec. 116	Contract management.	Repairs & maintenance of vehicles	As in when required	Three (3) years	17-Jun-18
	MFMA Sec. 116	Contract management.	Provision of transport	As in when required	Three (3) years	17-Jun-18
	MFMA Sec. 116	Contract management.	supply & delivery of building material	As in when required	Three (3) years	17-Jun-18
	MFMA Sec. 116	Contract management.	repairs and maintenance of roads and storm water	As in when required	Three (3) years	10-Jul-18
	MFMA Sec. 116	Contract management.	Rental and maintenance of photocopy machine	R 2,192,400.00	Three (3) years	26-Sep-18
	MFMA Sec. 116	Contract management.	MG Tubes & Tyres	As in when required	Three (3) years	18-Nov-18
	MFMA Sec. 116	Contract management.	Lesegotumelo	As in when required	Three (3) years	18-Nov-18
	MFMA Sec. 116	Contract management.	Tsotetsi & Mchunu Inc	12 % commission on all the collection	Three (3) years	02-Dec-18
CONTRACT VARIATIONS	Ref.	Background	DESCRIPTION	AMOUNT	REASONS	PERCENTAGE
Area	MFMA Circular 62	Expansion or variation of orders against the original contract restricted to: - not more than 20% for construction related goods, services and/or infrastructure projects; - 15% for all other goods and/or services of the original value of the contract?	None			
15						
LOGISTICS MANAGEMENT	Ref.	Background	APPROVED LOGISTICS MANAGEMENT PROCEDURES IN PLACE (Y/N)	IF NOT REASONS THEREOF		COMMENTS
Area	MFMA Reg 39	Are there documented and approved SCM procedures for stores and warehouse management including: - the setting of inventory levels, - placing of orders, - receiving and distribution of goods, - expediting orders?	Yes			

16						
UIF REGISTER (ATTACHED)	Ref.	Background	DESCRIPTION	AMOUNT	BENEFICIARY/ SUPPLIER	TYPE OF PROHIBITED EXPENDITURE
Area	MFMA Sec. 1	A register of unauthorised, irregular, fruitless and wasteful expenditure must be maintained for all transactions falling within the UIF category.				
130		Was this module completed and reviewed by more than one municipal official, one of which was the Head of Supply Chain?	Yes			
	ADDITIONAL MATTERS:					