

Cape Agulhas Municipality



KAAP AGULHAS MUNISIPALITEIT
CAPE AGULHAS MUNICIPALITY
U MASIPALA WASECAPE AGULHAS

MONTHLY REPORT SUPPLY CHAIN & FLEET MANAGEMENT 31 JANUARY 2018

TABLE OF CONTENTS

1. Introduction.....	3
2. Background.....	3
3. Personnel.....	3 - 4
4. Demand Management.....	5
4.1 Supplier Data Base.....	5
4.2 Procurement Plan.....	5
5. Acquisition Management.....	5
5.1 Procurement Statistics.....	5
5.2 Tender Management.....	6
5.3 Bid Committees.....	6 - 7
6. Stores Management.....	7
7. Other Matters.....	7
7.1 Deviations.....	7 - 9
7.2 SCM Reg 16 (c).....	9
7.3 CIDB Report.....	10
8. Fleet Management.....	11 - 15
9. Conclusion & Sign-off.....	16

1. INTRODUCTION

The main objective of supply chain management is to implement a system that is fair; equitable; competitive; transparent; cost-effective to ensure best value for money by applying the highest possible ethical standards; and to promote local economic development.

2. BACKGROUND

The Act on Local Government : Municipal Finance Management Act, 2003 , Chapter 11 , the Municipal Supply Chain Management Regulations , as published in the Government Gazette on 30 May 2005 and the Council 's Supply Chain Management Policy as adopted on 30 March 2017 states that several reports must be submitted to the Council , accounting Officer and the Chief Financial officer. In order to create a transparent image to all processes in the Supply Chain Management Division, a full report is submitted to the Council .

3. PERSONNEL

3.1 Productivity / Efficiency

Attendance trends within the Supply Chain Management Section are summarized as follows:

	Management	Supervisory	Clerical
NUMBER OF MEMBERS	1	3	8
Annual Leave	6	27	49
Sick Leave	2,5	0	4
Courses / Seminar	0	0	0
Overtime	0	1	0
Meetings	0	0	0
Family Responsibility Leave	0	0	3
Study	0	0	0
Maternity Leave	0	0	0
Union Matters	0	0	0
Absent	0	0	0
Special Annual Leave	0	2	2
No. of Workdays Attended	12,5	33	110
Total Workdays	21	63	168
Percentage attendance per Group	60%	52%	65%
Average	59%		

	Management	Supervisory	Clerical
NUMBER OF MEMBERS	1	3	8
Approved Overtime	0	0	3:35
Overtime x 1,5	0	0	0
Overtime x 2,0	0	0	3:35
Unapproved Overtime	14:37	13:74	41:59
Standby Allowance	0	0	0
Total No. of Overtime hours	14:37	13:74	44:94
Total Normal Workhours	87:00	287:40	951:59

3.2 Training & Development

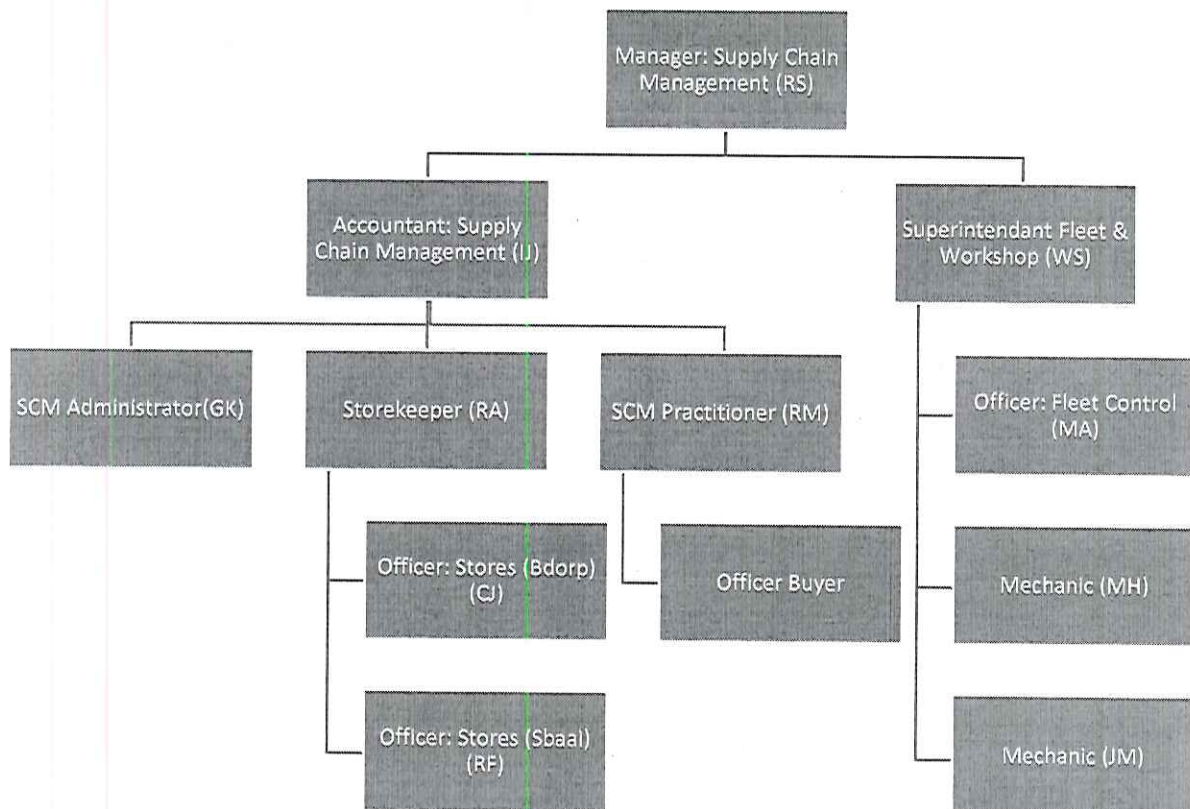
The following personnel members are currently enrolled for SCM related studies:

POST	Qualification	Institution
Accountant SCM	Higher Diploma: Supply Chain Management	Mancosa
SCM Practitioner	Diploma NQF6: Public Supply Chain Management	Southern Business School
SCM Buyer	Diploma: Public Management	Boland College

3.3 SCM Structure

In terms of Paragraph 7 of the Municipal Supply Chain Management Regulations, the municipality must establish a Supply Chain Management Unit (SCMU) to implement its 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:



4. Demand Management

4.1 Supplier Database

In terms of SCM Reg14(1)(a), the supply chain management policy must instruct the accounting officer to keep a list of accredited prospective providers for goods and services that must be used for the procurement requirements of the municipality through written or verbal quotations and formal written price quotations.

With effect from 1 July 2016, Municipalities and Municipal Entities are required to utilize the Central Supplier Database System as mandatory requirement as part of listing criteria for accrediting prospective provider in line with Section 14(1)(b) of the Municipal Supply Chain Management Regulations.

REGISTRATION ON SUPPLIER DATABASE		
MONTHLY REGISTRATIONS	2016/17	2017/18
JULY	4	4
AUGUST	6	15
SEPTEMBER	10	10
OCTOBER	4	5
NOVEMBER	18	8
DECEMBER	3	5
JANUARY	6	1
TOTAL SUPPLIERS	1004	1050
VALID REGISTRATION	409	327
TAX CLEARANCES EXPIRED	595	723
CENTRAL SUPPLIER DATABASE REGISTRATIONS	660	757
REGISTRATIONS PER AREA		
BREDASDORP	242	253
STRUISBAAI	36	39
NAPIER	20	22
WAENHUISKRANS	6	6
ELIM	8	8
OUTSIDE CAM	692	722

4.2 Procurement Plan

The updated Procurement Plan as at 31 January 2018 is attached as Annexure A.

5. Acquisition Management

5.1 Procurement Statistics

The following is a summary of the procurement statistics for the month of January 2018.

REQUESTS BELOW R30 000	Jan-18		YEAR TO DATE SUMMARY: JUL - DEC 2017	
	Total No	value	Total No	value
Requests processed	333	R 2 830 622,10	2 203	R 29 607 596,50
Orders processed	339	R 2 817 918,82	2 270	R 29 579 270,40
Request/ orders cancelled	6	R 12 703,28	67	R 1 128 035,36
Outstanding orders (all)	651	R 7 941 065,00	651	R 7 941 065,00
Paid orders	234	R 4 954 929,57	1 552	R 21 666 531,50

5.2 Tender Management

The following awards were made by the BAC.

AWARDS	01-Jan-17		01-Jan-18	
	Number	Amount	Number	Amount
Competitive Bids	1	R 399 337.40	0	R 0,00
Formal Written Quotations	0	R 0,00	0	R 0,00
Deviation In Terms Of Part 18.6.3 Of The SCMPOS	0	R 0,00	0	R 0,00
Sale Of Erven	0	R 0,00	0	R 0,00
Extensions / Amendment Of Contracts In Terms Of Part 20.14 Of The SCMPOS	0	R 0,00	0	R 0,00
Procurement In Terms Scm Regulation 32	0	R 0,00	0	R 0,00
Number of Disputes, Complaints, Enquiries and Objections Received	0		0	

The following is a summary of competitive bids and formal written quotations that was advertised during the month of January:

DESCRIPTION	01-Jan-17	01-Jan-18
	Number	Number
Competitive Bids	0	0
Formal Written Quotations	0	0
Sale Of Erven	0	0

The advertisement of bids and publication of awards on the e-Tender Publication Portal is additional to the requirement specified in the SCM Regulation 22 (1) (a) which must be complied with by all municipalities and municipal entities. This initiative supports government's drive to improve access to government business opportunities, reduce red tape and duplication of administrative effort in doing business with the state designed to improve the use of technology across all spheres of government.

5.3 Bid Committees

The bid committees for the 2017/18 financial year were established and are fully functioning according to Council's SCM Policy and the SCM Regulations. The committees are listed below:

- Bid Specification Committee (**BSC**)
- Bid Evaluation Committee (**BEC**)
- Bid Adjudication Committee (**BAC**)

The following members will serve on the Bid Adjudication Committee for the 2017-2018 financial year:

- Director Financial & Information Management (Chairperson)
- Director Community Services
- Director Infrastructure Services
- Divisional Head: Strategic, Planning & Administration Services
- Divisional Head: Social & Economic Services (vacant)
- Divisional Head: Human Resources & Organisation Development Services
- Manager: Budget & Treasury
- Manager SCM & Fleet (SCM Advise & Administrative Support)

The attendance figures of members of the bid adjudication committee are as follows:					
BAC MEETING DATES	Director Finance & ITC Services	Manager Budget & Treasury Office	Director Community Services	Div Head :Human Resources	Div Head:Strategic, Planning & Administration
No meeting were held	-	-	-	-	-
Meetings Attended	0	0	0	0	0
Percentage Attendance	0%	0%	0%	0%	0%

6. Stores Management

As at **31 January 2018**, the value of stock at the municipal stores amounted to:

	OPENING VALUE	PURCHASES VALUE	ISSUES VALUE	BALANCE VALUE
Store A – Bredasdorp Stores	R 1 257 420,52	R 116 382,95	-R 181 945,07	R 1 191 858,40
Store B – Electrical Stores	R 122 850,00	R 0,00	R 0,00	R 122 850,00
Store C – Struisbaai Stores	R 60 810,93	R 19 241,49	-R 18 998,04	R 61 054,38
Total value of stock	R 1 441 081,45	R 135 624,44	-R 200 943,11	R 1 375 762,78

Included in the above reconciliation are Goods Receive Notes (GRN's) that were duplicated during the month of August, we are still awaiting feedback from the Financial system Service provider on how to correct this.

7. Other Matters

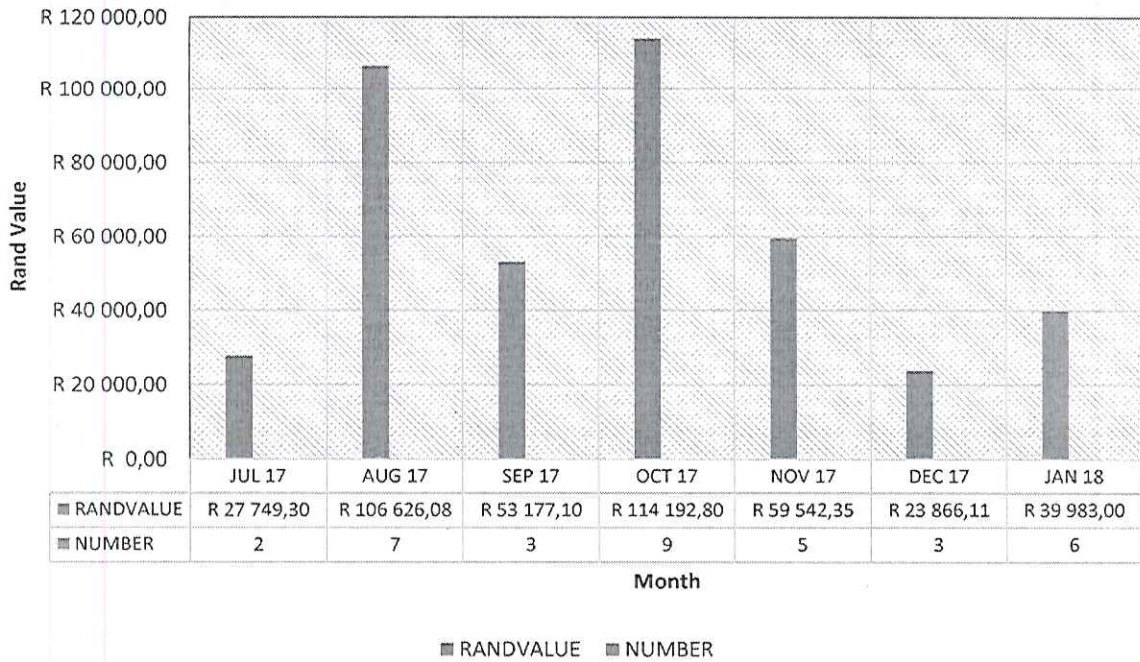
7.1 Deviations

The following table provides a summary of deviations approved for the month of January 2018:

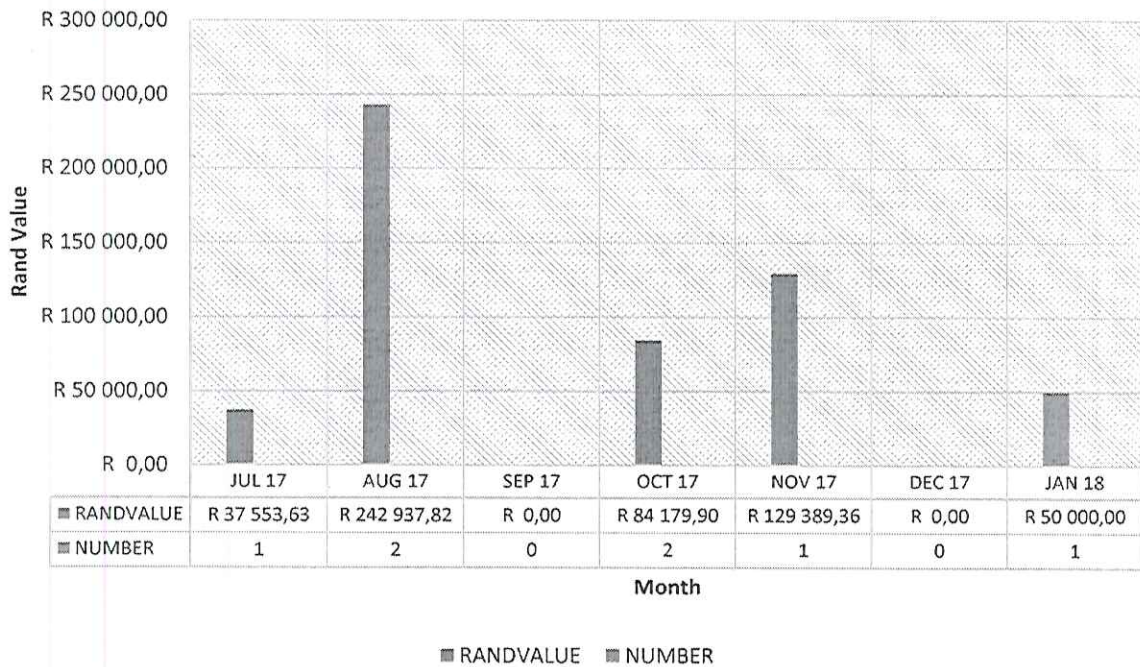
Deviations from Minor Breaches of the Supply Chain Management Policy (SCM Regulations 36 (1) (a), (i) (ii), (iii), (iv)&(v))				
	JANUARY 2017		JANUARY 2018	
THRESHOLD	RANDVALUE	NUMBER	RANDVALUE	NUMBER
BELOW R30 000	R 17 267,50	4	R 39 983,00	6
ABOVE R30 000	R 31 641,84	1	R 50 000,00	1
ABOVE R200 000	R 0,00	0	R 548 433,12	1
TOTAL	R 48 909,34	5	R 638 416,12	8

Deviations from Minor Breaches of the Supply Chain Management Policy (SCM Regulations 36 (1) (a), (i) (ii), (iii), (iv)&(v))				
	JANUARY 2018		YEAR TO DATE	
	RAND VALUE	NUMBER	RAND VALUE	NUMBER
36 (1) (a) (i): Emergency	R0,00	0	R 0,00	0
36 (1) (a) (ii): Sole Provider	R548 433,12	1	R 704 803,50	12
36 (1) (a) (iii): Special Works of art	R0,00	0	R 0,00	0
36 (1) (a) (iv): Animals for zoos	R0,00	0	R 0,00	0
36 (1) (a) (v): Impractical or Impossible	R 89 983,00	7	R 812 827,07	31
TOTAL	R 198 372,70	8	R 1 517 630,57	43

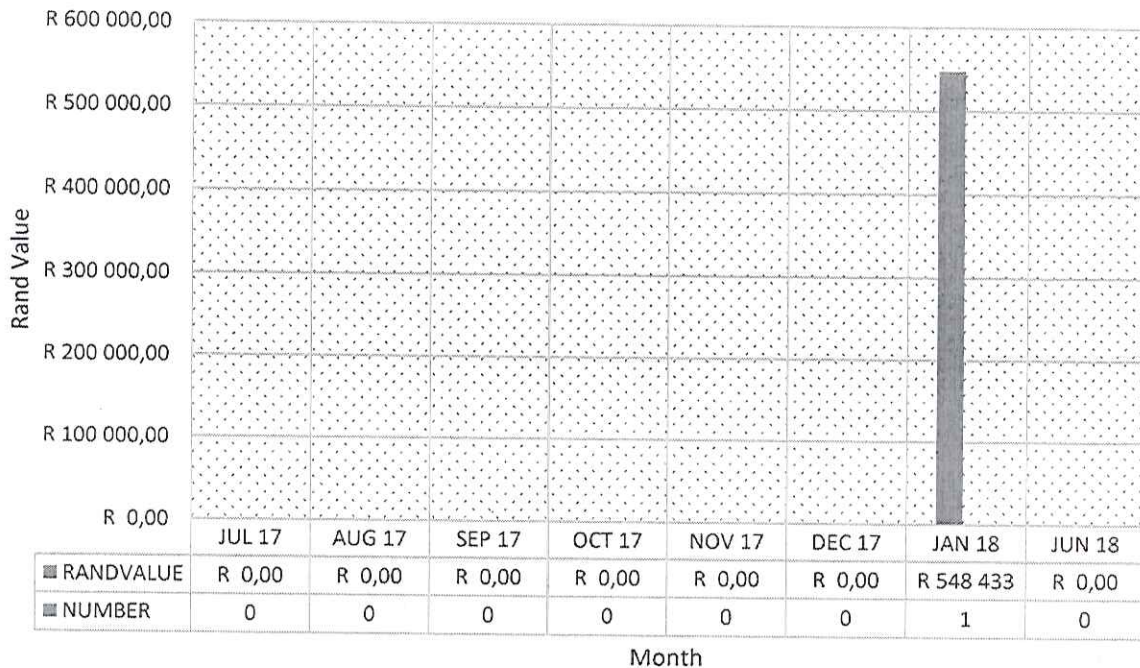
Deviations Below R30 000 JANUARY 2018



Deviations Above R30 000 - JANUARY 2018



Deviations Above R200 000 JANUARY 2018



7.2 Written Quotations awarded without obtaining three quotations (SCM Regulations 16 (c)) & 17 (c))

In terms of SCM Regulations 16 (c), if it is not possible to obtain at least three quotations, the reasons must be recorded and reported quarterly to the accounting officer or another official designated by the accounting officer.

Written Quotations awarded without obtaining three quotations (SCM Regulations 16 (c)) & 17 (c))

	JANUARY 2018		YEAR TO DATE	
	RAND VALUE	NUMBER	RAND VALUE	NUMBER
THREE SUPPLIERS REQUESTED TO QUOTE, LESS THAN 3 QUOTES RECEIVED / SUBMITTED	R0.00	0	R 101 757.46	12
TOTAL	R 0.00	0	R 101 757.46	12

7.3 Construction Industry Development Board (CIDB)

The following table provides a report in terms of CIDB Regulation 18(1)(June 2004) - for the month of January 2018:

Tenders Advertised And Not Closed							
cidb Reference Number	Tender Number	Description	Status	Date Advertised	Date Closed	Awarded	Change Request Status
Tenders Closed and Not Awarded							
cidb Reference Number	Tender Number	Description	Status	Date Advertised	Date Closed	Awarded	Change Request Status
100044305	SCM10/2017/18	UPGRADING OF GRAVEL ROADS TO SURFACED STANDARD IN BREDASDORP & NAPIER	Closed	2017-12-05	2018-01-19	No	N/A

ACTIVE CONTRACTS							
cidb Ref No	Contract Number	Title	Description	Status	Change Request Status	Date Awarded	Date of practical completion
10004127	SCM7/2017/18	REPLACEMENT OF WATERMAIN IN VILJOEN STREET, BREDASDORP	REPLACEMENT OF WATERMAIN IN VILJOEN STREET, BREDASDORP	Awarded		2017-11-17 00:00	N/A
100041268	SCM6/2017/18	UPGRADING OF INDUSTRIAL ROAD IN STRUISBAAI	UPGRADING OF INDUSTRIAL ROAD IN STRUISBAAI	Awarded		2017-11-17 00:00	N/A
100075019	SCM16/2016/17	UPGRADING OF BREDASDORP WWTW	THE UPGRADING OF MECHANICAL AND ELECTRICAL AERATION EQUIPMENT AT BREDASDORP WASTE WATER TREATMENT WORKS (WWTW)	Awarded		2017-03-27 00:00	-
100056289	SCM30/2015/16	EXTENTION OF THUSONG CENTRE, PHASE 2	EXTENTION OF THE THUSONG CENTRE IN BREDASDORP	Awarded		2016-03-11 00:00	
100006984	SCM20/2012/13	WATER TREATMENT: ARNISTON AND SUIDERSTRAND	Water Treatment at Arniston and Suiderstrand	Awarded		2013-02-20 00:00	

CONTRACTS WHERE PRACTICAL COMPLETION HAS BEEN REGISTERED							
cidb Ref No	Contract Number	Title	Description	Status	Change Request Status	Date Awarded	Date of practical completion
100040352	SCM2/2017/18	SUPPLY & INSTALLATION OF AIRCONDITIONERS	SUPPLY & INSTALLATION OF AIRCONDITIONERS	Awarded		2017-10-16 00:00	2017-12-20 00:00
100076948	SCM26/2016/17	FENCING	THE ERECTION OF FENCING AT BOREHOLE SITES IN BREDASDORP	Awarded		2017-06-09 00:00	2017-08-07 00:00

8. Fleet Management

8.1 Condition of Vehicle checks done per Department

SDBIP REPORT – JANUARY 2018

CLEANSING DEPARTMENT

Nissan UD80 Compactor CS 7008 –233516 Km- 31 January 2018:

- Tyres [6] needs replacement;

Nissan UD40 Mesh Tipper – CS 10671 – 115036 +22440Km- 31 January 2018:

- Good running condition;

Nissan UD40 Mesh Tipper – CS 10674 – 125447Km – 31 January 2018:

- Rear set of tyres just replaced;

Nissan UD40 Mesh tipper – CS 14815 - 94500Km– 31 January 2018:

- Good running condition.

Nissan UD40 Mesh tipper – CS 2336 – 279659Km – 31 January 2018:

- Batteries needs replacement x 2

Cat924F Frontend Loader – CS 6105 – 16268 Hours – 31 January 2018:

- Oil leakage at steering jack
- Engine service also done by Agents (500 Hours Service)

Ford Bantam 130i - CS 8922 185107Km– 31 January 2018:

- Rear leaf springs reset & tempered with front brake disc's and disc pads

Laski Chipper – CS 8690 – 31 January 2018:

- Good running/working condition

Mesh Trailer CS 11281 – 31 January 2018:

- Good condition

Tata Compactor Dual Axle CS 18639 – 3608Km – 31 January 2018:

- Brand new truck

8.2 Fuel Account Summary

MONTHLY FUEL CARD SYSTEM RECON					
CAPE AGULHAS MUNICIPALITY					
31 JANUARY 2018					
DEPARTMENT	COST CENTRE	FUEL	OIL	FEES	GRAND TOTAL
TRAFFIC [8]	01 4021 2830 00	26431,84		668,29	27100,13
WATER [10]	01 5020 2830 10	33980,51		867,74	34848,25
COUNCIL [1]	01 2010 2830 00	1040,98		49,00	1089,98
ADMIN SUPPORT	01 2524 2830 00	1037,84		42,34	1080,18
				26,33	
PARKS [5]	01 4042 2830 00	7941,04		284,07	8225,11
RESORTS [2]	01 4043 2830 00	3747,92		125,07	3872,99
THUSONG CENTRE [1]	01 2540 2830 00	2537,01		62,53	2599,54
ENVIRONMENTAL [2]	01 4023 2830 00	5900,39		157,74	6058,13
HOUSING [1]	01 4030 2830 00	1302,12		55,55	1357,67
BUILDINGS/COMM [3]	01 4041 2830 00	7862,25		220,33	8082,58
WORKSHOP [2]	01 3051 2830 00	1617,09		87,73	1704,82
SEWERAGE [12]	01 5030 2830 10	62411,58		1315,74	63727,32
CLEANSING [8]	01 5040 2830 00	47749,36		895,15	48644,51
ROADS & SW [16]	01 5050 2830 10	21983,59		757,35	22740,94
ELECTRICAL [10]	01 5060 2830 10	20526,38		597,35	21123,73
	TOTAL FUEL =	246069,90		6213,31	252283,21

8.3 Monthly Acquisitions – Fleet management

DEPARTMENTAL ACQUISITION SUMMARY

<u>DIRECTORATE</u>	<u>DEPARTMENT</u>	<u>AMOUNT</u>
FINANCE -SCM	Workshop	335,00
COMMUNITY SERVICES	Buildings & Commonage	-
	Parks	R 346,00
	Resorts	-
	Social Development / Thusong	R 2 634,00
	Traffic	R 622,00
	Environmental	-
INFRASTRUCTURE	Electrical	R 9 649,94
	Solid Waste	R 34 795,14
	Streets & Storm Water	R 35 147,99
	Sewerage	R 7 371,61
	Water	R 3 833,36
	<u>TOTAL</u> =	<u>R 94 735,04</u>

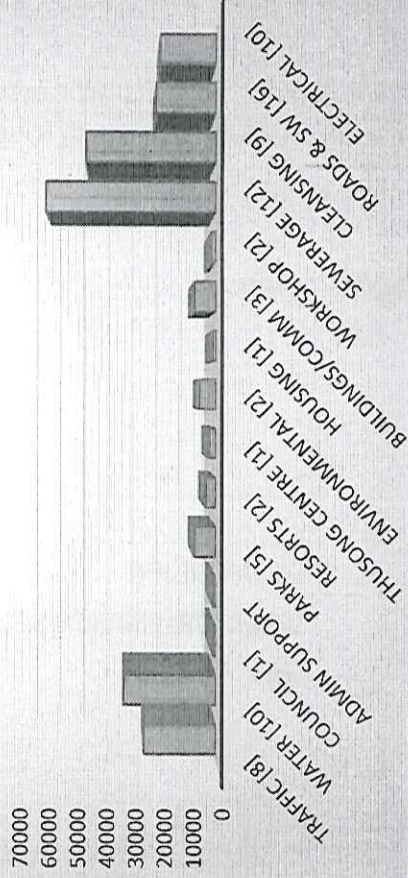
8.4 Workshop Operational & Summary Report

FLEET AND WORKSHOP OPERATIONAL & SUMMARY REPORT								
DESCRIPTION	JUN'17	JUL'17	AUG'17	SEPT'17	OCT'17	NOV'17	DEC'17	JAN'18
<u>WORKSHOP OPERATIONS</u>								
VEHICLES SERVICED	1	0	5	7	8	4	1	3
INHOUSE - VEHICLE REPAIRS DONE	10	8	12	6	12	15	8	11
VEHICLES TO EXTERNAL SUPPLIERS	0	0	1 - Visser's Eng	0	0	1	0	0
SMALL PLANT MACHINERY	2 Compactors	1 Compactor	0	1 Compactor	0	0	0	0
SDBIP VEHICLE CHECKS DONE	10 Vehicles	10 Vehicles	10	10	10	10	10	10
CAPITAL PROJECTS	Completed	2 Projects	2 Projects	1 Item Ordered	Completed	Completed	Completed	Completed
ROADWORTHY TESTS	1 Tested	0	3	1	2	4	0	4
RW CERTIFICATES ISSUED	1 Passed	0	3	1	2	4	0	3
SMALL PLANT FUEL	R 3 879	R 3 459	No Figure	R 8 640	9 835	No Figure	R 5 407,55	R 14 113,32
VEHICLE'S FUEL BILL - Monetary Value	R 219 577	R 204 596,00	R 206 738,00	R 227 698,00	R 239 881,77	R 271 861,28	R 290 057,30	R 246 069,90
LOCAL ACQUISITIONS - Monetary Value	45 367	36 609	105 451	72 887	217 303,18	191 764,94	R 129 292,46	R 94 735,04
SPEED FINES ISSUED		5 of JUNE	4 of JULY	1 for AUGUST	1 for October	2 for November	4 for December	0
<u>COMMENTS</u>	Both the old & new Refuse truck's tracking systems fitted and minor repair work done on one other vehicle							
	In the process of building and covering a seat for the crew on the new truck & needs to be fitted onto vehicle							
	Tenders have to be re-advertised on some repair work							
CAPITAL PROJECTS	1. MIG Welder 200Amp - Delivered [Not in use yet]; 2. Workshop Tools needs to be acquisitioned <i>Heavy Duty(3 Phase) Hot Water Steamcleaner - Moved to 2018/19 Financial year</i>							
SAFETY & RISK	Compressors needs services & pressure vessels tested - Not all suppliers keen to register on CSD							
CONDITION OF VEHICLES	Canopies of vehicles needs attention: Ldv's Canopies as well as Trucks Steel Canopies Several vehicles bakkies & trucks in different departments needs some re-spray work							
STAFF MATTERS	Desparately need 2 x workers / assistants positions inside the workshop op a permanent basis - Artisans cannot work together on jobs - Highly unproductive!!!							
	EPWP Contract workers are a waste of time as we've been making use of this for the last three years, we had to train new people every 3 months - we need semi skilled workers in this trade							
VEHICLE'S FUEL BILL	Total Fuel usage = [Petrol & Diesel fuel] - Vehicles Only = R 246 069,90							

FUEL USAGE - DECEMBER 2017



FUEL USAGE - JANUARY 2018




9. Conclusion & Sign Off

The Supply Chain Management Unit is continuously improving its processes and procedures in order to ensure that Council receive value for money in terms of demand and acquisition management.

It is hereby certified that the above information is correct.


.....
RJ SEFOOR
MANAGER SCM
Date: 7.2.2018

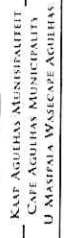
.....
PJ VAN BILJON
DIRECTOR: FINANCIAL SERVICES
Date:


.....
DGI O'NEILL
MUNICIPAL MANAGER
Date: 07/02/18

ANNUAL PROCUREMENT PLAN 2017/18

NAME OF MUNICIPALITY: CAPE AGULHAS MUNICIPALITY (WC0338)
 NAME OF ACCOUNTING OFFICER / DELEGATED OFFICIAL: DOO O'NEILL

SIGNATURE OF ACCOUNTING OFFICER / DELEGATED OFFICIAL:
 TELEPHONE NUMBER AND EMAIL ADDRESS: 083 425 5500 / info@capeagulhas.gov.za



COUNCIL & EXECUTIVE ADMINISTRATION	CONF CODE	FUNDING SOURCE	BUDGET 2017/18	ADJUSTMENT BUDGET 2017/18	Total spent to Date 2017/18	Available on veta 2017/18	STATUS	Tender YES/NO or existing tender, quotations	EXPECTED SPECS DATE	ACTUAL SPECS DATE	EXPECTED ADVERT DATE	EXPECTED ADVERT DATE	ACTUAL CLOSING DATE	EXPECTED CLOSING DATE	ACTUAL CLOSING DATE	EXPECTED EVALUATION DATE	ACTUAL EVALUATION DATE	ACTUAL ALLOCATION DATE	ACTUAL COMPLETION DATE OF PROJECT	ACTUAL APPROVAL BY/BI	EXPECTED COMPLETION DATE
VEHICLE (LDV) with canopy	07201125005	EV Loan	200 000,00		144 115,26	75 883,74	completed	RF	30-Aug-17		15-Sep-17			30-Sep-17		15-Oct-17					30-Sep-17
Colub W/rd Comms Management Mobile	0720112007	CCR	28 000,00		0,00	28 000,00		RF	30-Jul-17		NA			NA		15-Aug-17					30-Sep-17
Controlle software	0720115003	CCR	8 250,00		8 250,00	2 015,00	completed	Quotation	30-Jul-17		NA			NA		15-Aug-17					30-Sep-17
STRATEGIC SERVICES	2511																				
Pipework Easht	07241116007	CCR	1 000,00		864,91	155,09		Quotation	30-Jul-17		NA			NA		15-Aug-17					30-Sep-17
Pull-up banners 18	07251116008	CCR	6 000,00		5 150,00	849,00		Quotation	30-Jul-17		NA			NA		15-Aug-17					30-Sep-17
Sticker	07251116010	CCR	1 000,00		0,00	1 000,00		Quotation	30-Jul-17		NA			NA		15-Aug-17					30-Sep-17
Good Habits MC Stands	07251116011	CCR	2 800,00		0,00	2 800,00		Quotation	30-Jul-17		NA			NA		15-Aug-17					30-Sep-17
Photographic Lights	07251116011	CCR	10 000,00		0,00	10 000,00		Quotation	30-Jul-17		NA			NA		15-Aug-17					30-Sep-17
Voice Recording device	07251116012	CCR	6 000,00		0,00	6 000,00		Quotation	30-Jul-17		NA			NA		15-Aug-17					30-Sep-17
Infomart Tracking Area (Council resolution 212/2015)	07251116005	EV Loan	500 000,00		0,00	500 000,00		New Tender	30-Oct-17		30-Oct-17			30-Nov-17		15-Dec-17					30-Sep-17
CREATIVE FINANCE & NET SERVICES	3019																				
VESTA PRINCIAL SYSTEM	07301130000	FIG	1 150 000,00		658 977,42	514 022,58	In progress	RF	ONGOING					NA							30-Sep-17
REVENUE MANAGEMENT	3029																				
Office Chairs (4)	07302115004	CCR	4 000,00		3 692,88	307,00	completed	FORMAL Q	15-Jun-17		23-Jun-17	21-Jun-17	14-Jul-17	14-Jul-17	7-Aug-17	28-Jul-17			2-Oct-17		31-Aug-17
SM UNIT	3059																				
Heavy Duty Hydrack chair	07351115004	CCR	3 500,00		3 300,00	200,00	COMPLETED	FORMAL Q	15-Jun-17		23-Jun-17	21-Jun-17	14-Jul-17	14-Jul-17	7-Aug-17	28-Jul-17			2-Oct-17		31-Aug-17
Old 110vma tagged door cupboard (500x450x155)	07351115005	CCR	3 500,00		2 475,50	534,50	COMPLETED	Quotation	15-Jun-17		23-Jun-17	21-Jun-17	14-Jul-17	14-Jul-17	7-Aug-17	28-Jul-17			2-Oct-17		31-Aug-17
WORKSHOP	3051																				
UG Welder	07351116004	CCR	26 000,00		14 329,68	10 670,32		QUOTATION	4-Jul-17		14-Jul-17	14-Jul-17	4-Aug-17	4-Aug-17	15-Aug-17	28-Aug-17			2-Oct-17		31-Aug-17
Workshop tools	07351116001	CCR	15 000,00		3 558,40	11 441,60		QUOTATION	4-Jul-17		14-Jul-17	14-Jul-17	4-Aug-17	4-Aug-17	15-Aug-17	28-Aug-17			2-Oct-17		31-Aug-17
40 000,00																					
NET UNIT	3069																				
Replacements PCs	07360216002	CCR	8 000,00		7 536,00	464,00		TENDER	28-Jun-17		14-Jul-17	1-Sep-17	22-Sep-17	4-Aug-17	22-Sep-17	25-Oct-17			2-Oct-17		31-Aug-17
Services	07360216002	CCR	17 000,00		17 190,00	4 810,00	on order														
New Laptops	0736115005	CCR	203 000,00		88 672,50	114 327,50															
Replacements Laptops	07360216021	CCR	181 500,00		58 442,78	3 057,22															
Printer	07360115007	CCR	7 000,00		6 284,00	706,00	completed	QUOTATION	1-Aug-17		14-Jul-17	1-Sep-17	22-Sep-17	4-Aug-17	22-Sep-17	25-Oct-17			2-Oct-17		31-Aug-17
External HDD	07360116003	CCR	8 000,00		5 899,66	2 100,34	on order	QUOTATION	1-Aug-17		14-Jul-17	1-Sep-17	22-Sep-17	4-Aug-17	22-Sep-17	25-Oct-17			2-Oct-17		31-Aug-17
Switch PSE	07360116010	CCR	43 000,00		9,00	43 000,00	awarded	TENDER	28-Jun-17		14-Jul-17	1-Sep-17	22-Sep-17	4-Aug-17	22-Sep-17	25-Oct-17			2-Oct-17		31-Aug-17
Server - mSQA	07360136022	FIG	49 000,00		281 748,98	118 251,04		QUOTATION	28-Jun-17		14-Jul-17	1-Sep-17	22-Sep-17	4-Aug-17	22-Sep-17	25-Oct-17			2-Oct-17		31-Aug-17
Ten key Reddot	07360116014	CCR	19 500,00		19 500,00	0,00	completed	QUOTATION	28-Jun-17		14-Jul-17	1-Sep-17	22-Sep-17	4-Aug-17	22-Sep-17	25-Oct-17			2-Oct-17		31-Aug-17
Time And Attendance (Biometric Access Control)	07360216017	CCR	200 000,00		66 978,90	114 021,10		EXISTING													
Upgrade Server room DR Site	07360116023	CCR	300 000,00		0,00	300 000,00		EXISTING	13-Oct-17		27-Oct-17			12-Nov-17		28-Nov-17					31-Aug-17
Whiteboard	07360116024	CCR	1 600,00		877,00	723,00		EXISTING	1-Jul-17		23-Jun-17	21-Jun-17	14-Jul-17	14-Jul-17	7-Aug-17	28-Aug-17			2-Oct-17		31-Aug-17
Chair	07360116025	CCR	3 260,00		1 950,00	1 310,00	completed	FORMAL Q	15-Jun-17		23-Jun-17	21-Jun-17	14-Jul-17	14-Jul-17	7-Aug-17	28-Aug-17			2-Oct-17		31-Aug-17
HUMAN RESOURCES ORGANISATIONAL DEVE	2530																				
Accommodation (12)	07230116003	CCR	40 000,00		15 503,00	24 497,00	completed	Tender	22-Sep-17		28-Sep-17	28-Sep-17	15-Aug-17	13-Oct-17	15-Aug-17	27-Oct-17			16-Oct-17		31-Aug-17
TOWN AND BUILDING CONTROL	2611																				
Tables (10x100 3/year update)	07230116004	CCR	12 600,00		0,00	12 600,00		QUOTATION	28-Jun-17												31-Aug-17
SCIP & ECONOMIC DEVELOPMENT	2649																				
Microoven / Urn / Shaw / Vacuum Cleaner	07240116013	CCR	11 500,00		6 672,85	4 827,15		QUOTATION	28-Jun-17												31-Aug-17
Food Preparation surface (1-bay)	07240116015	CCR	19 000,00		0,00	19 000,00		QUOTATION	28-Jun-17												31-Aug-17
21 500,00																					
PROTECTION SERVICES	6029																				
Toys	07402016001	CCR	60 000,00		0,00	60 000,00		FORMAL Q	15-Jun-17		23-Jun-17	23-Jun-17	14-Jul-17	14-Jul-17	7-Aug-17	28-Aug-17			2-Oct-17		31-Aug-17

ANNUAL PROCUREMENT PLAN 2017/18	Conf 5064	FUNDING SOURCE	BUDGET 2017/18	ADJUSTMENT BUDGET 2017/18	Total spent to Date 2017/18	Available on vote 2017/18	STATUS	Tender YES/NO or EXISTING tender/procurement	EXPECTED SPECS DATE	ACTUAL SPECS DATE	EXPECTED ADVERT DATE	ACTUAL ADVERT DATE	EXPECTED CLOSING DATE	ACTUAL CLOSING DATE	EXPECTED EVALUATION DATE	ACTUAL EVALUATION DATE	ACTUAL ADEQUATION DATE	ACTUAL COMPLETION DATE OF PROJECT	ACTUAL APPROVAL BY MM	EXPECTED COMPLETION DATE
Chairs for Reception Area x18	07403115054	CRR	3,500.00	4,500.00	4,500.00	3,500.00	Completed	FORMAL Q	15-Jun-17	7-Jul-17	23-Jun-17	21-Jul-17	14-Jul-17	4-Aug-17	28-Jul-17	18-Sep-17	25-Sep-17	3-Oct-17	3-Oct-17	31-Aug-17
Metal Bunkers x153	07403116002	CRR	15,000.00	0.00	0.00	15,000.00		QUOTATION	15-Jun-17	7-Jul-17	23-Jun-17	21-Jul-17	14-Jul-17	4-Aug-17	28-Jul-17	18-Sep-17	25-Sep-17	3-Oct-17	3-Oct-17	31-Aug-17
TRAFFIC AND LAW ENFORCEMENT																				
Vehicles x1 Subst (Traffic)	07402116004	Ext Loan	180,000.00	40,000.00	171,549.11	28,450.89	completed	TRANSVERSAL TENDER	21-Jun-17	7-Jul-17	23-Jun-17	21-Jul-17	14-Jul-17	4-Aug-17	28-Jul-17	18-Sep-17	25-Sep-17	3-Oct-17	3-Oct-17	28-Feb-18
TRAFFIC LICENSING AND VEHICLE TESTING																				
Buildings - Revision of reception area (Entrance)	07402216003	CRR	45,000.00	0.00	0.00	45,000.00		FORMAL Q	28-Aug-17		1-Sep-17		15-Sep-17		28-Sep-17					
PUBLIC SERVICES																				
Office Equipment/Furniture	07402116002	CRR	12,500.00	3,300.00	3,300.00	9,200.00	Completed	FORMAL Q	15-Jun-17	7-Jul-17	23-Jun-17	21-Jul-17	14-Jul-17	4-Aug-17	28-Jul-17	18-Sep-17	25-Sep-17	3-Oct-17	3-Oct-17	31-Aug-17
BUILDING AND COMMONAGE																				
Furniture - Community Hall (Study)	07404116005	CRR	19,000.00	0.00	0.00	19,000.00		DEAR OPENED	15-Jun-17	7-Jul-17	23-Jun-17	21-Jul-17	14-Jul-17	4-Aug-17	28-Jul-17	18-Sep-17	25-Sep-17	3-Oct-17	3-Oct-17	31-Aug-17
Atwood's (Replacement) x3	07404116002	CRR	24,000.00	21,535.00	21,535.00	12,455.00	completed	TENDER	22-Sep-17	7-Jul-17	23-Jun-17	21-Jul-17	14-Jul-17	4-Aug-17	28-Jul-17	18-Sep-17	25-Sep-17	3-Oct-17	3-Oct-17	31-Aug-17
Carpet Extension Unit	07404116003	CRR	6,500.00	2,890.00	2,890.00	3,810.00		QUOTATION	15-Jun-17	7-Jul-17	23-Jun-17	21-Jul-17	14-Jul-17	4-Aug-17	28-Jul-17	18-Sep-17	25-Sep-17	3-Oct-17	3-Oct-17	31-Aug-17
Ceiling - Strabury Community Hall	07404116005	CRR	100,000.00	91,081.25	91,081.25	8,918.75	completed	FORMAL Q	15-Aug-17	17-Jul-17	25-Aug-17	24-Jul-17	8-Sep-17	4-Aug-17	22-Sep-17					29-Sep-17
PARKS & SPORT FACILITIES																				
Sport facility - Washubras	07404120019	MIG (Ext)	614,000.00	0.00	0.00	614,000.00		TENDER	14-Jul-17		28-Jul-17		28-Aug-17		15-Oct-17					28-Feb-18
Playgnd - Public Open spaces	07404116003	CRR	150,000.00	0.00	0.00	150,000.00		FORMAL Q	28-Feb-18		2-Mar-18		15-Mar-18		6-Apr-18					30-Jun-18
Sport facility - Fencing of Strabury sportgnd	07404116003	CRR	5,000.00	0.00	0.00	5,000.00		FORMAL Q	15-Feb-18		23-Feb-18		2-Mar-18		29-Mar-18					31-Aug-17
Sport facility - Fencing of Strabury sportgnd	07404116003	CRR	5,000.00	0.00	0.00	5,000.00		FORMAL Q	15-Feb-18		23-Feb-18		2-Mar-18		29-Mar-18					31-Aug-17
2000 Kettle C/150 Engine - Sog	07404116003	CRR	47,000.00	0.00	0.00	47,000.00		QUOTATION	7-Jul-17		25-Aug-17		8-Sep-17		22-Oct-17					29-Sep-17
3 X 1540 Inverter	07402216001	CRR	40,000.00	23,281.50	23,281.50	16,718.50		FORMAL Q	15-Aug-17		25-Aug-17		8-Sep-17		22-Oct-17					29-Sep-17
Upgrading of Sport Facilities - Sports Academy for Over65 (Alder Grahams)	07402216003	CRR - Unspent	700,000.00	241,738.97	241,738.97	458,261.03	Completed	TENDER	14-Jul-17	7-Jul-17	28-Jul-17	21-Jul-17	25-Aug-17	4-Aug-17	15-Oct-17	28-Aug-17	5-Sep-17	8-Sep-17	8-Sep-17	28-Feb-18
Beach Assessment - Soccer Field, Reglar	07402216002	MIG (Ext)	120,000.00	8,550.00	8,550.00	111,450.00		FORMAL Q	28-Jul-17	11-Aug-17	11-Aug-17	11-Aug-17	1-Oct-17	1-Oct-17	22-Oct-17					31-Oct-17
Beautification of entrance to town	07402216003	CRR	100,000.00	93,388.75	93,388.75	6,611.25		FORMAL Q	28-Jul-17	11-Aug-17	11-Aug-17	11-Aug-17	1-Oct-17	1-Oct-17	22-Oct-17					31-Oct-17
BEACHES AND HOLIDAY RESORTS																				
Shrubby Boardwalk (Waste Report)	07404212005	CRR	250,000.00	214,750.00	214,750.00	35,250.00	completed	TENDER	14-Jul-17	7-Jul-17	21-Jul-17	21-Jul-17	18-Aug-17	11-Aug-17	8-Sep-17	23-Aug-18	5-Sep-17	5-Sep-17	5-Sep-17	15-Dec-17
Upgrading of Ablution facilities (Resorts / Camping Area)	07404212007	CRR	100,000.00	0.00	0.00	100,000.00		FORMAL Q	14-Jul-17		21-Jul-17		18-Aug-17		8-Sep-17					15-Dec-17
Upgrading of Ablution facility (Whitewater Resort) - North	07404212008	CRR	30,000.00	0.00	0.00	30,000.00		FORMAL Q	28-Jul-17		4-Aug-17		25-Aug-17		8-Sep-17					15-Dec-17
Upgrading of Large Todd Pool	07404216009	CRR	450,000.00	0.00	0.00	450,000.00		TENDER	28-Jul-17	4-Aug-17	4-Aug-17	25-Aug-17	25-Aug-17	25-Aug-17	8-Sep-17	8-Sep-17	8-Sep-17	8-Sep-17	8-Sep-17	15-Dec-17
Furniture at Resorts	07404116010	CRR	48,343.78	58,359.22	58,359.22	9,015.44		DEAR OPENED	15-Jun-17		23-Jun-17		14-Jul-17		28-Jul-17					15-Dec-17
Signposting of Reception area		CRR	105,000.00	95,512.28	95,512.28	9,487.72	Completed	FORMAL Q	28-Jul-17	8-Aug-17	4-Aug-17	18-Aug-17	25-Aug-17	9-Jul-17	8-Sep-17	16-Sep-17	25-Sep-17	2-Oct-17	2-Oct-17	15-Dec-17
(Washubras)	07404116013	CRR	1,038,000.00																	15-Dec-17
RECREATION																				
Fencing & Scrapping of rear road - Near Breckford cemetery	07404116011	CRR	120,000.00	0.00	0.00	120,000.00		FORMAL Q	15-Jun-18		23-Jun-18		13-Jul-18		27-Aug-18					31-May-18
LIBRARY SERVICES																				
Storage (county) - Breckford	0740503003	Library G	4,000.00	1,491.22	1,491.22	2,508.78		QUOTATION	1-Sep-17		15-Sep-17		5-Oct-17		28-Oct-17					15-Dec-17
Fencing - Anston	0740503003	Library G	127,490.00	0.00	0.00	127,490.00	Completed	FORMAL Q	25-Aug-17	15-Oct-17	15-Sep-17	28-Oct-17	5-Oct-17	3-Nov-17	28-Oct-17	17-Nov-17	28-Nov-17	28-Nov-17	28-Nov-17	15-Dec-17
Safety gates - Anston	0740503010	Library G	19,000.00	5,100.00	5,100.00	4,900.00	on order													15-Dec-17
Safety gate - Kippalee	0740503011	Library G	5,000.00	3,700.00	3,700.00	1,300.00	on order													15-Dec-17
Safety gate - Foorporch - Napier	0740503012	Library G	12,500.00	9,907.77	9,907.77	2,592.23	on order													15-Dec-17
Laminating Machine	0740503013	Library G	2,600.00	1,677.50	1,677.50	922.50														15-Dec-17
181,500.00																				31-Aug-17
WATER DISTRIBUTION																				
Water Distributor Pump	07502016013	CRR	50,000.00	0.00	0.00	50,000.00	re-advertised	FORMAL Q	4-Sep-17	28-Nov-17	15-Sep-17	5-Oct-17	28-Sep-17	15-Oct-17	30-Oct-17	28-Oct-17	28-Oct-17	28-Oct-17	28-Oct-17	28-Feb-18
Chlorine Sals	07502016014	CRR	50,000.00	28,197.00	28,197.00	21,803.00		FORMAL Q	4-Sep-17	28-Nov-17	15-Sep-17	5-Oct-17	28-Sep-17	15-Oct-17	30-Oct-17	28-Oct-17	28-Oct-17	28-Oct-17	28-Oct-17	28-Feb-18
Shrubby Chlorine Dos. System	07502016015	CRR	100,000.00	0.00	0.00	100,000.00		FORMAL Q	4-Sep-17	28-Nov-17	15-Sep-17	5-Oct-17	28-Sep-17	15-Oct-17	30-Oct-17	28-Oct-17	28-Oct-17	28-Oct-17	28-Oct-17	28-Feb-18
Liquid Alum-Lum Dos. System Breckford WTW	07502016016	CRR	200,000.00	0.00	0.00	200,000.00	to be sealed down	TENDER	4-Sep-17	28-Oct-17	16-Sep-17	16-Nov-17	29-Sep-17	1-Dec-17	28-Oct-17	19-Nov-17	7-Nov-17	28-Oct-17	28-Oct-17	28-Feb-18
Office and Toilet x1 Napier Treatment Plant	07502016018	CRR	95,000.00	0.00	0.00	95,000.00	down	FORMAL Q	4-Sep-17	28-Oct-17	13-Oct-17	27-Oct-17	25-Oct-17	25-Oct-17	28-Oct-17	19-Nov-17	7-Nov-17	28-Oct-17	28-Oct-17	28-Feb-18
Instrumentation, PH meters, conductivity meter	07502016020	CRR	50,000.00	25,000.00	25,000.00	24,000.00	completed (SCW2016-17)	FORMAL Q	4-Sep-17	28-Oct-17	13-Oct-17	27-Oct-17	25-Oct-17	25-Oct-17	28-Oct-17	19-Nov-17	7-Nov-17	28-Oct-17	28-Oct-17	28-Feb-18
Security of Breckford (60M area)	07502011011	CRR	200,000.00	119,110.00	119,110.00	80,890.00	done	EXISTING	done	done	done	done	done	done	done	done	done	done	done	30-Mar-18
Equipment for Breckford in Napier and Subertrunk	07502016022	CRR	150,000.00	0.00	0.00	150,000.00		FORMAL Q	5-Mar-18		14-Mar-18		6-Apr-18		28-Apr-18					28-Feb-18
Replacement of Wipenair Steel Wash Machine	07502016010	Ext Loan	800,000.00	0.00	0.00	800,000.00	awarded	TENDER	done	28-Sep-17	18-Sep-18	1-Sep-17	8-Sep-17	23-Sep-17	15-Sep-17	28-Apr-18	15-Sep-17	28-Nov-17	28-Nov-17	28-Feb-18

