

Cape Agulhas Municipality



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CAPE AGULHAS MUNICIPALITY
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MONTHLY REPORT SUPPLY CHAIN & FLEET MANAGEMENT 31 MAY 2018

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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:

NUMBER OF MEMBERS	Management	Supervisory	Clerical
	1	3	8
Annual Leave	0	2,25	9,75
Sick Leave	0	7	2
Courses / Seminar	0	0	0
Overtime	0	0	0
Meetings	0	0	0
Family Responsibility Leave	0	0	1
Study	0	0	7
Maternity Leave	0	0	0
Union Matters	0	0	0
Absent	0	0	0
Special Annual Leave	0	0	0
No. of Workdays Attended	22	56,75	156,25
Total Workdays	22	66	176
Percentage attendance per Group	100%	86%	89%
Average	92%		

NUMBER OF MEMBERS	Management	Supervisory	Clerical
	1	3	8
Approved Overtime	0	3:38	0
Overtime x 1.5	0	3:38	0
Overtime x 2,0	0	0	0
Unapproved Overtime	16:08	12:33	16:16
Standby Allowance	0	0	0
Total No. of Overtime hours	16:08	16:11	16:16
Total Normal Workhours	171:00	438:35	1220:46

3.2 Training & Development

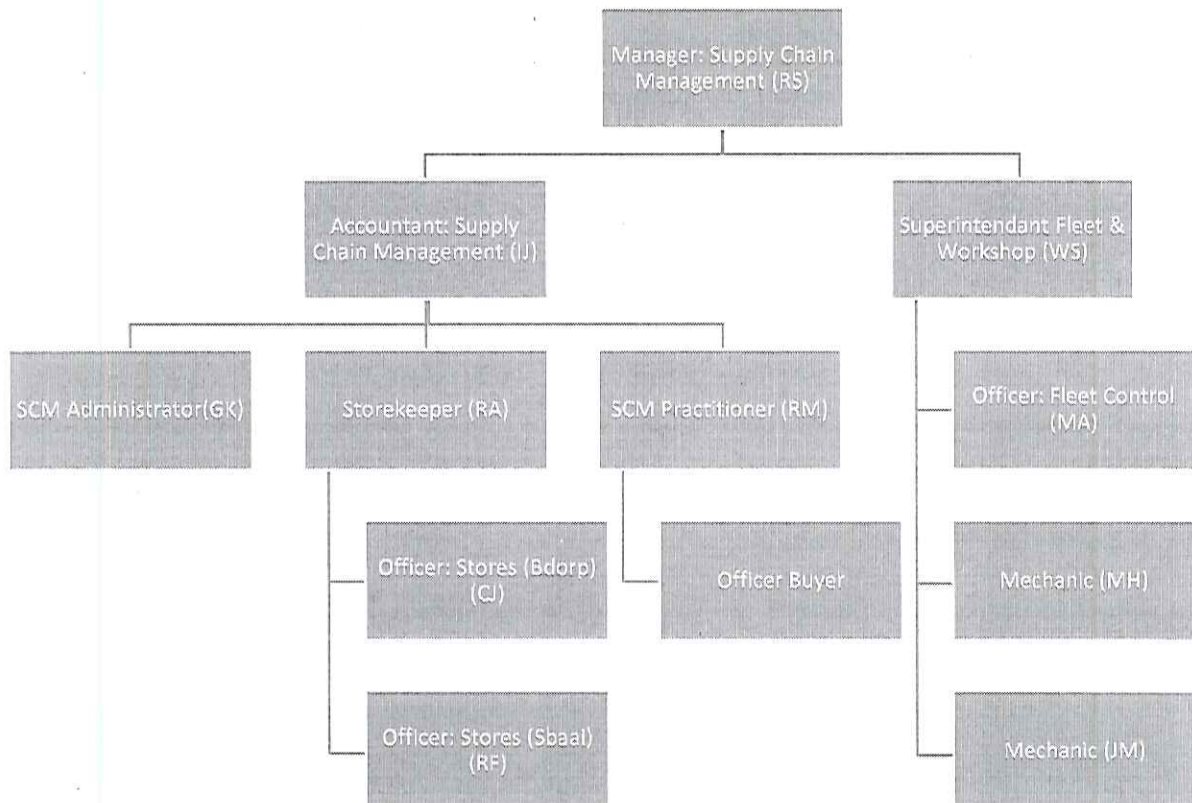
The following personnel members are currently enrolled for SCM related studies:

POST	Qualification	Institution
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
FEBRUARY	15	0
MARCH	11	22
APRIL	10	9
MAY	5	1
TOTAL SUPPLIERS	1004	1073
VALID REGISTRATION	409	246
TAX CLEARANCES EXPIRED	595	827
CENTRAL SUPPLIER DATABASE REGISTRATIONS	660	800
REGISTRATIONS PER AREA		
BREDASDORP	242	255
STRUISBAAI	36	38
NAPIER	20	21
WAENHUISKRANS	6	6
ELIM	8	9
OUTSIDE CAM	692	744

4.2 Procurement Plan

The updated Procurement Plan as at 31 May 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 April & May 2018.

REQUESTS BELOW R30 000	Apr-18		May-18		YEAR TO DATE SUMMARY: JUL - MAY 2018	
	Total No	value	Total No	value	Total No	value
Requests processed	269	R 3 615 742,38	346	R 4 007 906,20	3 499	R 46 210 849,24
Orders processed	344	R 4 157 120,97	393	R 4 431 633,17	3 548	R 46 005 006,53
Request/ orders cancelled	75	R 541 378,59	47	R 423 726,97	204	R 2 372 983,02
Outstanding orders (all)	464	R 5 979 408,29	574	R 7 379 051,14	574	R 7 379 051,74
Paid orders	497	R 7 066 068,22	236	R 2 608 263,35	2 896	R 38 743 256,57

5.2 Tender Management

The following awards were made by the BAC.

AWARDS	01-May-17		01-May-18	
	Number	Amount	Number	Amount
Competitive Bids	1	R 137 030,51	9	R 1 823 772,21
Formal Written Quotations	1	R 29 993,23	3	R 326 125,05
Deviation In Terms Of Part 18.6.3 Of The SCMPOS	0	R 0,00	1	RATES
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	1	RATES
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-May-17	01-May-18
	Number	Number
Competitive Bids	0	2
Formal Written Quotations	0	1
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
10 May 2018	X	X	X	-	X
28 May 2018	X	X	-	X	X
Meetings Attended	2	2	1	1	2
Percentage Attendance	100%	100%	50%	50%	100%

6. Stores Management

As at 31 May 2018 the value of stock at the municipal stores amounted to:

	OPENING VALUE	PURCHASES VALUE	ISSUES VALUE	BALANCE VALUE
Store A – Bredasdorp Stores	R 1 234 758,48	R 262 852,21	-R 247 981,38	R 1 249 629,31
Store B – Electrical Stores	R 102 375,00	R 0,00	R 0,00	R 102 375,00
Store C – Struisbaai Stores	R 73 678,90	R 66 226,93	-R 24 717,15	R 115 188,68
Total value of stock	R 1 410 812,38	R 329 079,14	-R 272 698,53	R 1 467 192,99

7. Other Matters

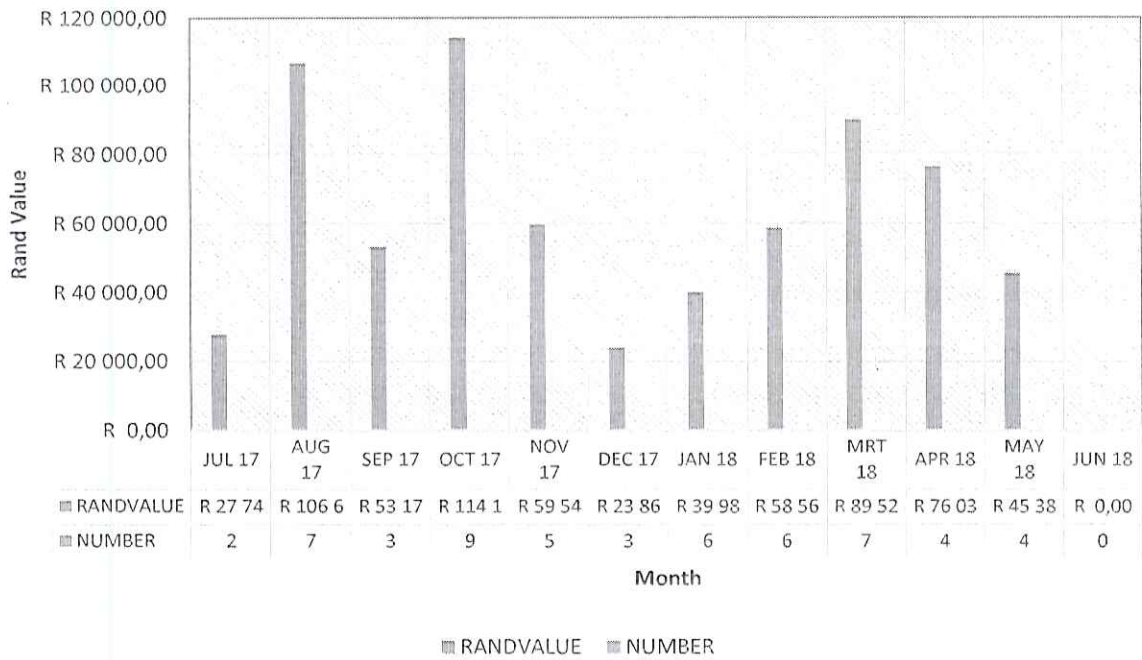
7.1 Deviations

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

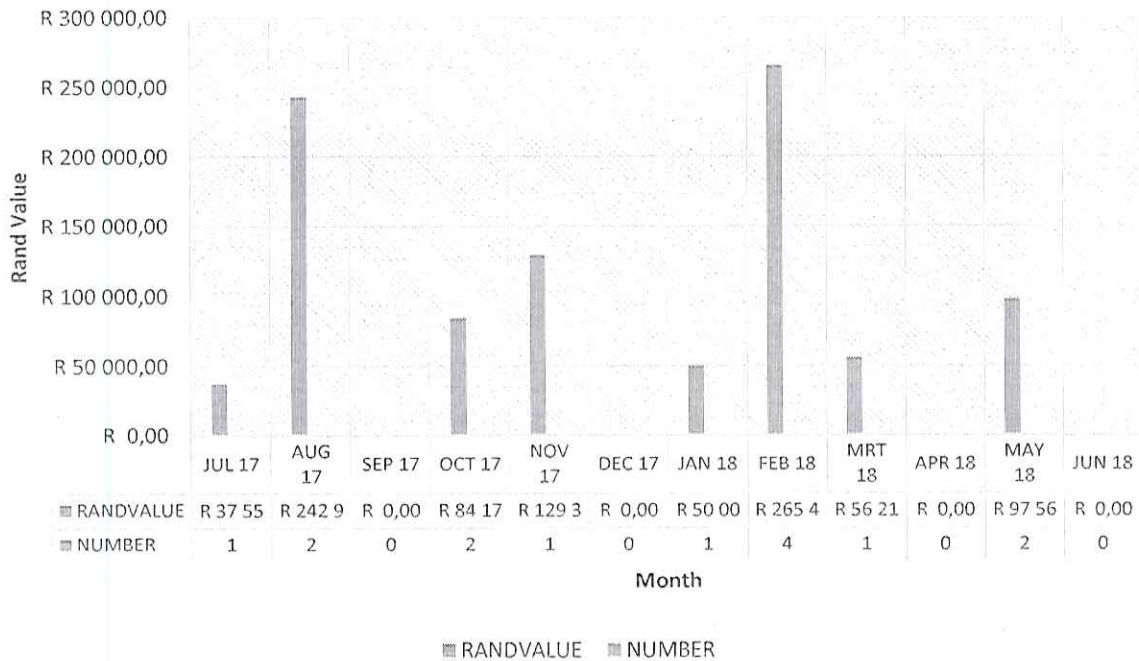
Deviations from Minor Breaches of the Supply Chain Management Policy (SCM Regulations 36 (1) (a), (i) (ii), (iii), (iv)&(v))				
THRESHOLD	MAY 2017		MAY 2018	
	RANDVALUE	NUMBER	RANDVALUE	NUMBER
BELOW R30 000	R 67 456.22	6	R45 383.69	4
ABOVE R30 000	R 777 333.66	8	R97 561.43	2
ABOVE R200 000	R 203 173.08	1	R144 120.30	1
TOTAL	R 1 047 962.96	15	R287 065.42	7

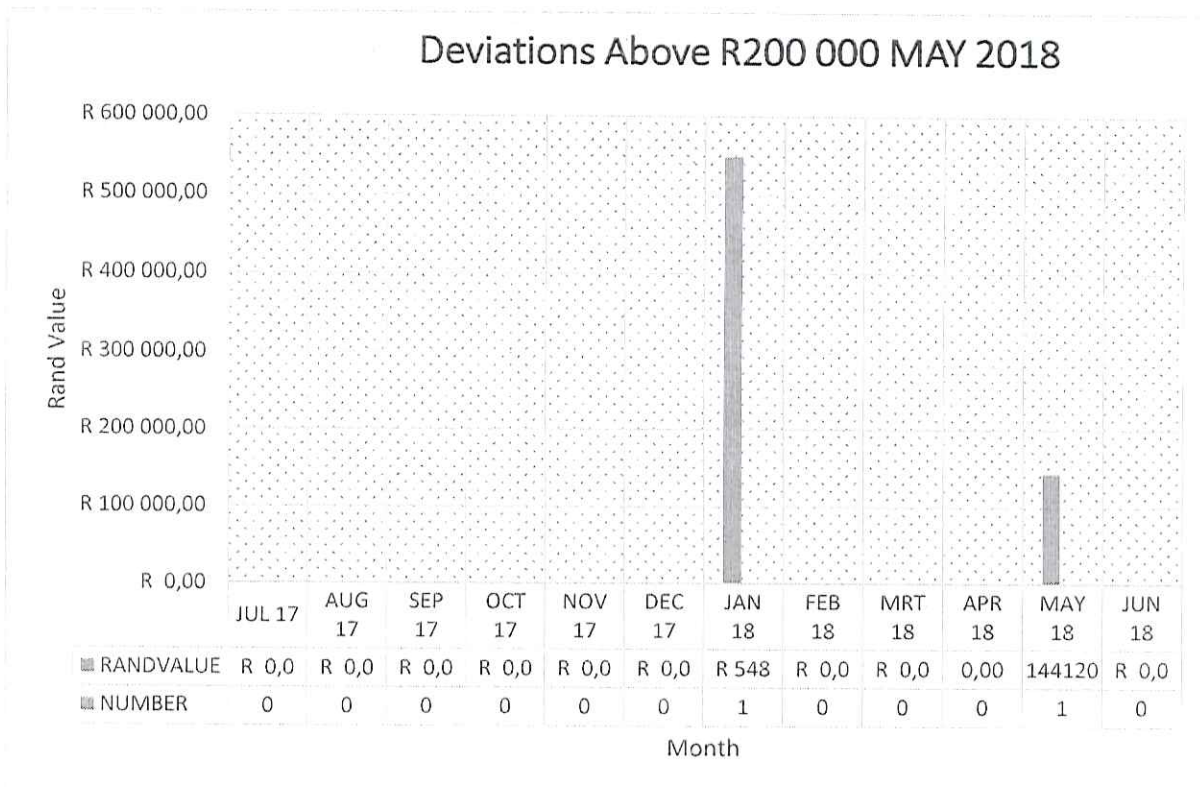
Deviations from Minor Breaches of the Supply Chain Management Policy (SCM Regulations 36 (1) (a), (i) (ii), (iii), (iv)&(v))				
	APRIL 2018		YEAR TO DATE	
	RAND VALUE	NUMBER	RAND VALUE	NUMBER
36 (1) (a) (i): Emergency	R205 250.30	2	R238 906.64	5
36 (1) (a) (ii): Sole Provider	R78 765.12	4	R 1 078 150.07	25
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 3 050.00	1	R 1 072 514.35	42
TOTAL	R 287 065.42	7	R 2 389 571.06	72

Deviations Below R30 000 MAY 2018



Deviations Above R30 000 - MAY 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))				
	MAY 2018		YEAR TO DATE	
	RAND VALUE	NUMBER	RAND VALUE	NUMBER
THREE SUPPLIERS REQUESTED TO QUOTE, LESS THAN 3 QUOTES RECEIVED / SUBMITTED	R 9 500.00	1	R 167 831.63	17
TOTAL	R 9 500.00	1	R 167 831.63	16

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 April 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							
cldb Reference Number	Tender Number	Description	Status	Date Advertised	Date Closed	Awarded	Change Request Status
100046389	SCM21-2017-18	PAVING OF SIDEWALKS IN L'AGULHAS, APPROXIMATELY 800M OF SIDEWALKS AND KERKS, AS WELL AS APPROXIMATELY 9 CONCRETE PIPE CULVERTS (600MM DIAMETER) DEPENDING ON TENDER PRICES.	Advertised	2018-04-09	2018-05-11	No	N/A
ACTIVE CONTRACTS							
cldb Ref No	Contract Number	Title	Description	Status	Change Request Status	Date Awarded	Date of practical completion
100046387	SCM23/2017/18	ESTABLISHMENT OF SERVER ROOM IN NAPIER	ESTABLISHMENT OF SERVER ROOM IN NAPIER	Awarded		2018/05/28 00:00	
100046209	SCM13-2018-19	UPGRADING OF TIDAL POOLS IN L'AGULHAS	UPGRADING OF TIDAL POOLS IN L'AGULHAS	Awarded		2018-05-28 00:00	N/A
100090878	SCM18-2017-18	BUILDING OF BATHROOMS	The Building of Bathrooms in Bredasdorp, Napier, Struisbaai and Aniston.	Awarded		2018-04-26 00:00	-
100088031	SCM10/2017/18	UPGRADING OF GRAVEL ROADS	UPGRADING OF GRAVEL ROADS TO SURFACED STANDARD IN BREDASDORP & NAPIER	Awarded		2018-02-15 00:00	-
100084505	SCM7/2017/18	REPLACEMENT OF WATERMAIN IN VILJOEN STREET, BREDASDORP	REPLACEMENT OF WATERMAIN IN VILJOEN STREET, BREDASDORP	Awarded		2017-11-17 00:00	
100084506	SCM6/2017/18	UPGRADING OF INDUSTRIAL ROAD IN STRUISBAAI	UPGRADING OF INDUSTRIAL ROAD IN STRUISBAAI	Awarded		2017-11-17 00:00	

<u>cidb Ref No</u>	<u>Contract Number</u>	<u>Title</u>	<u>Description</u>	<u>Status</u>	<u>Change Request Status</u>	<u>Date Awarded</u>	<u>Date of practical completion</u>
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	EXTENSION OF THUSONG CENTRE, PHASE 2	EXTENSION 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 Suidersstrand	Awarded		2013-02-20 00:00	
CONTRACTS WHERE PRACTICAL COMPLETION HAS BEEN REGISTERED							
<u>cidb Ref No</u>	<u>Contract Number</u>	<u>Title</u>	<u>Description</u>	<u>Status</u>	<u>Change Request Status</u>	<u>Date Awarded</u>	<u>Date of practical completion</u>
-	-	-	-	-	-	-	-
100040352	SCM2/2017/18	SUPPLY & INSTALLATION OF AIRCONDITIONERS	SUPPLY & INSTALLATION OF AIRCONS	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

COMMUNITY SERVICES

Ford Bantam 130i LDV – CS 8620 – 102274Km -31 May 2018:

- Engine reconditioned - New pistons & ring set; new timing components; cylinder head, etc.
- Slight body repair work to be done LH Rear

Toyota Venture Panel Van –CS 3262 – 212161Km – 31 May 2018:

- Tailgate shocks needs replacement & new rear tyres (x2)

Toyota Hilux VVTi LDV – CS 4592 – 156096Km 31-May 2018:

- Good running condition

Nissan UD40 Tipper CS 10208- 140057Km – 31 May 2018:

- Lubrication service due (140 000Km)

Massey Ferguson Tractor – CS 8583 – 1611 Hours – 31 May 2018:

- Recently serviced – good running condition

Nissan NP300 LDV – CS 13761 – 141130Km – 31 May 2018:

- Tyres (x4) needs replacement;
- Lubrication service due

Fiat 70-56 Tractor – CS 17548 – 5658Hours – 31 May 2018:

- Good running condition

Mercedes Benz 609 Speedliner truck – CS 9538 – 193665Km – 31 May 2018:

- Front tyres needs replacement;
- LH Window winder mechanism needs attention

Ford Bantam 130i –LDV – 97815Km – 31 May 2018:

- Body rusted

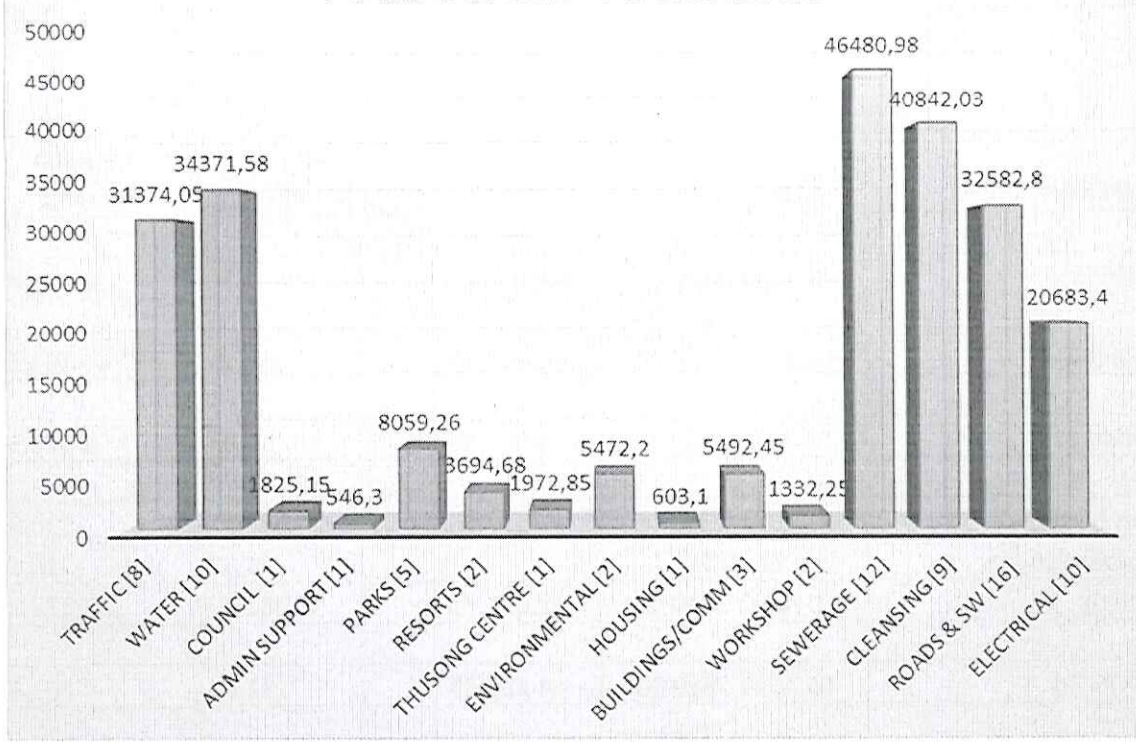
Ford Bantam 130i LDV – 152172Km – 31 May 2018:

- Body rusted

8.2 Fuel Account Summary

MONTHLY FUEL CARD SYSTEM RECON					
CAPE AGULHAS MUNICIPALITY					
MAY 2018					
DEPARTMENT	COST CENTRE	FUEL	OIL	FEES	GRAND TOTAL
TRAFFIC [8]	01 4021 2830 00	28 020,07		661,36	28 681,43
WATER [10]	01 5020 2830 10	42 325,16		858,21	43 183,37
COUNCIL [1]	01 2010 2830 00	1 567,53		55,03	1 622,56
ADMIN SUPPORT	01 2524 2830 00	557,59		37,22	594,81
<i>Corporate Services</i>	<i>CS 9208</i>			26,57	26,57
PARKS [5]	01 4042 2830 00	12 091,71		282,20	12 373,91
RESORTS [2]	01 4043 2830 00	4 128,69		132,96	4 261,65
THUSONG CENTRE [1]	01 4043 2830 00	2 776,63		70,35	2 846,98
ENVIRONMENTAL [2]	01 4023 2830 00	6 801,09		146,29	6 947,38
HOUSING [1]	01 4030 2830 00	546,26		36,75	583,01
BUILDINGS/COMM [3]	01 4041 2830 00	5 992,06		167,69	6 159,75
WORKSHOP [2]	01 3051 2830 00	1 829,84		78,34	1 908,18
SEWERAGE [12]	01 5030 2830 10	40 360,01		916,03	41 276,
CLEANSING [8]	01 5040 2830 00	40842,03		851,58	44 873,45
ROADS & SW [16]	01 5050 2830 10	42 116,67		996,28	43 112,95
ELECTRICAL [10]	01 5060 2830 10	27 878,63		630,8	28 509,43
	TOTAL FUEL =				R 267 766,50

FUEL USAGE - APRIL 2018



FUEL USAGE - MAY 2018



8.3 Monthly Acquisitions – Fleet management

DEPARTMENTAL ACQUISITION SUMMARY

<u>DIRECTORATE</u>	<u>DEPARTMENT</u>	<u>AMOUNT</u>
FINANCE -SCM	Workshop	R 7 588,51
COMMUNITY SERVICES	Buildings & Commonage	R 1 155,01
	Parks	R 8 431,02
	Resorts	R 657,80
	Social Development / Thusong	-
	Traffic	R 9 057,00
	Environmental	R 1 187,00
INFRASTRUCTURE	Electrical	R 13 660,00
	Solid Waste	R 11 031,00
	Streets & Storm Water	R 41 547,00
	Sewerage	R 13 070,60
	Water	R 3 449.60
	Housing	-
	<u>TOTAL</u> =	<u>R 110 834,54</u>

8.4 Traffic Fines Register

REGISTRATION NR	NOTICE NUMBER	DATE OF OFFENCE	TIME OF OFFENCE	PLACE / ROAD OF OFFENCE	SPEED ZONE	SPEED	FINE AMOUNT	PAYMENT DATE	DRIVER	Results
CS8446		04-Nov-17				71	R 200,00	28-Dec-17		
CS13736		02-Nov-17				82	R 600,00	28-Dec-17		
CS4580	CA/81/051646/728	30-Nov-17	09:10	LONGSTREET B/DORP	60	73	R 200,00	14-Jan-18	B. MAKABA	
CS15641	CA/81/051682/728	30-Nov-17	08:42	B/DORP - STRUISBAAI	100	112	R 200,00	14-Jan-18		
CS8922	CA/81/052055/728	06-Dec-17	15:26	B/DORP - STRUISBAAI	60	72	R 200,00	14-Jan-18	W.P. SWART	
CS17182	CA/81/052693/728	11-Dec-17	13:51	B/DORP - STRUISBAAI	60	83	R 300,00	03-Feb-18	P. JOUMAT	
								04-May-18	M.	
CS13753	YW/80/115123/908	13-Mar-18	15:48	BOKKIESKOP GRABOUW	60	78	R 400,00	18	HOLTZHAUZEN	
CS8623	CA/81/062485/728	15-Mar-18	15:01	LONGSTREET B/DORP	60	79	R 400,00	26-Apr-18		R 200,00
CS15640	CA/81/062506/728	15-Mar-18	11:24	B/DORP - STRUISBAAI	60	76	R 400,00	26-Apr-18		R 200,00
				JAKES GERWEL DR & CAPE AFLATS FREEWAY (R300), MITCHELS PLAIN	60	72	R 200,00	14-May-18	W.P. SWART	
CS13753	B1/45631/801/092174	15-Mar-18	12:09		60	73	R 200,00	01-Jun-18	P. JONES	
CS8620	CA/81/064891/728	04-Apr-18	15:40	LONGSTREET B/DORP	60	73	R 200,00	27-May-18		
CS4424	TW/80/124551/908	10-Apr-18	12:12	BOKKIESKOP GRABOUW	60	74	R 200,00	18	G. LE ROUX	

Fines:

Two fines for the month of May: CS 4424 & CS 8620

The fine on CS 8623 during April needs to be written off, due to the vehicle be driven by garage personnel during service of vehicle.

8.5 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	FEB'18	MAR'18	APR'18	MAY'18
<u>WORKSHOP OPERATIONS</u>												
VEHICLES SERVICED	1	0	5	7	8	4	1	3	3	10	5	3
INHOUSE - VEHICLE REPAIRS DONE	10	8	12	6	12	15	8	11	12	8	11	10
VEHICLES TO EXTERNAL SUPPLIERS	0	0	1 - Visser's Eng	0	0	1	0	0	2	0	0	0
SMALL PLANT MACHINERY	2 Compactors	1 Compactor	0	1 Compactor	0	0	0	0	2	1	2	1
SDBIP VEHICLE CHECKS DONE	10 Vehicles	10 Vehicles	10	10	10	10	10	10	10	10	10	10
CAPITAL PROJECTS	Completed	2 Projects	2 Projects	1 Item Ordered	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Completed
ROADWORTHY TESTS	1 Tested	0	3	1	2	4	0	4	2	3	2	3
RW CERTIFICATES ISSUED	1 Passed	0	3	1	2	4	0	3	2	3	2	2
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	R 5 410,09	R 5 294,00	No Figure	R 6 598,44
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	R 210 141,80	R 262 431,46	R 235 333,08	R 267 766,50
LOCAL ACQUISITION S - Monetary Value	R45 367	R36 609	R105 451	R72 887	R217 303,18	R191 764,94	R 129 292,46	R 94 735,04	318 703,81	R 118 632,00	R 353 295,31	R 110 834,54
SPEED FINES ISSUED		5 of JUNE	4 of JULY	1 for AUGUST	1 for October	2 for November	4 for December	0	0	0	4 in March	2 in April

COMMENTS	<p>New vehicles (3) needs to be added on Vesta as more and more services needed to be done</p> <p>The rollback truck (Breakdown truck) project is a necessity</p> <p>Last work of tenders awarded are being finalised</p>
CAPITAL PROJECTS	<p>1. MIG Welder 200Amp - Delivered [Not in use yet]; 2. Workshop Tools aquisitioned and delivered</p> <p><i>Heavy Duty(3 Phase) Hot Water Steamcleaner - Moved to 2018/19 Financial year</i></p>
SAFETY & RISK	<p>Compressors needs pressure vessels tested - Not all suppliers keen to register on CSD</p> <p>Workshop compressor serviced - May 2018</p>
CONDITION OF VEHICLES	<p>Canopies of vehicles needs attention: Ldv's Canopies as well as Trucks Steel Canopies</p> <p>Several vehicles bakkies & trucks in different departments needs some re-spray work</p>
STAFF MATTERS	<p>Desparately need 2 x workers / assistants positions inside the workshop op a permanent basis - Artistans cannot work together on jobs - Highly unproductive!!!</p> <p>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</p>

8.6 Fleet Management - General

ACCIDENTS

No accidents were reported during the month of May.

CHECKLISTS & VEHICLE LOGSHEETS:

Not all departments submit their Vehicle logsheets and vehicles inspection forms.

VEHICLES NOT CURRENTLY IN USE

The following vehicles are currently either not in use or have mechanical problems

CS 1101;
CS 10778;
CS 18829;
CS 6974;
CS 6134
CS 3958

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.


.....
R.J. SEFOOR
MANAGER SCM
Date: 15-6-18


.....
PJ VAN BILJON
DIRECTOR: FINANCIAL SERVICES
Date: 13/06/2018


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DGI O'NEILL
MUNICIPAL MANAGER
Date: 16/06/18



CAPE AGULHAS MUNICIPALITY
U MANTALA WASTAFATI AGULHAS

ANNUAL PROCUREMENT PLAN 2017/18

CAPE AGULHAS MUNICIPALITY (M003)
061 0 NELL

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NAME OF MUNICIPALITY	NAME OF ACCOUNTING OFFICER / DELEGATED OFFICIAL	SIGNATURE OF ACCOUNTING OFFICER / DELEGATED OFFICIAL	TELEPHONE NUMBER AND EMAIL ADDRESS	ANNUAL PROCUREMENT PLAN 2017/18	CONF CODE	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 exemption, quotations	EXPECTED DATE	ACTUAL SPECS DATE	EXPECTED ADVERT DATE	ACTUAL ADVERT DATE	EXPECTED CLOSING DATE	ACTUAL CLOSING DATE	EXPECTED EVALUATION DATE	ACTUAL EVALUATION DATE	ACTUAL COMPLETION DATE OF PROJECT	ACTUAL APPROVAL BY MM	EXPECTED COMPLETION DATE		
				COUNCIL & EXECUTIVE ADMINISTRATION	2010																				
				Vehicle (LDV) with canopy	0720112505	EdLoan	220 000.00	-75 870.00	144 115.25	1374	completed	NT TRANSFER/SAL	30-Aug-17		15-Sep-17	15-Sep-17	30-Sep-17	30-Sep-17	15-Oct-17	15-Oct-17			31-Dec-17		
				Collab Ward Committee Management Module	0720112607	CCR	25 000.00	-50.00	22 220.00	3 190.00	completed	TENDER R157/2015	30-Aug-17		15-Sep-17	15-Sep-17	NA	NA	15-Oct-17	15-Oct-17			30-Sep-17		
				Construction software	0720111505	CCR	4 250.00	-2 010.00	6 135.00	5.00	completed	Quotation	30-Aug-17		15-Sep-17	15-Sep-17	NA	NA	15-Sep-17	15-Sep-17			30-Sep-17		
				STRATEGIC SERVICES	2011																				
				Report Email	0720111507	CCR	1 000.00	-10.00	864.91	125.09	completed	Quotation	30-Aug-17		15-Sep-17	15-Sep-17	NA	NA	15-Aug-17	15-Aug-17			30-Sep-17		
				Public Barriers v/s	0720111503	CCR	6 000.00	-870.00	5 130.00	0.00	completed	Quotation	30-Aug-17		15-Sep-17	15-Sep-17	NA	NA	15-Aug-17	15-Aug-17			30-Sep-17		
				Backlog	0720111503	CCR	1 000.00	-1 000.00	0.00	0.00	adjusted	Quotation	30-Aug-17		15-Sep-17	15-Sep-17	NA	NA	15-Aug-17	15-Aug-17			30-Sep-17		
				Load Haler Mc Shale	0720111503	CCR	2 600.00		1 640.00	960.00	completed	Quotation	30-Aug-17		15-Sep-17	15-Sep-17	NA	NA	15-Aug-17	15-Aug-17			30-Sep-17		
				Photographic Lights	0720111501	CCR	10 000.00		8 332.45	1 667.54	completed	Quotation	30-Aug-17		15-Sep-17	15-Sep-17	NA	NA	15-Aug-17	15-Aug-17			30-Sep-17		
				Video Recording device	0720111502	CCR	6 000.00		3 139.00	2 711.00	completed	Quotation	30-Aug-17		15-Sep-17	15-Sep-17	NA	NA	15-Aug-17	15-Aug-17			30-Sep-17		
				Normal Trading Area (Council Resolution 272/015)	0720111505	EdLoan	500 000.00	-500 000.00	0.00	0.00	adjusted	New tender	30-Sep-17		30-Oct-17	30-Oct-17	30-Oct-17	30-Oct-17	15-Oct-17	15-Oct-17			30-Mar-18		
				ADMINISTRATION	2022																				
				Chair	0720111504		4 000.00	4 000.00	3 125.35	874.64	completed				23-Jul-17	24-Jul-17	24-Jul-17	14-Jul-17	14-Jul-17	28-Jul-17	28-Jul-17	20-Aug-17	30-Nov-17		
				INTERNAL AUDIT																					
				OPERATIONAL FINANCE & IT SERVICES	3019																				
				VESTA FINANCIAL SYSTEM	0730111500	FWG	1 150 000.00	475 000.00	1 377 557.73	47 454.27	In progress	R125/2016	Ongoing												
				REFERENCE MANAGEMENT	3020																				
				Office Chairs (42)	073020115004	CCR	4 000.00	-300.00	3 162.58	7.02	completed	FORMAL Q	19-Jul-17	20-Jul-17	23-Jul-17	24-Jul-17	14-Jul-17	14-Jul-17	28-Jul-17	28-Jul-17	20-Aug-17		30-Aug-17		
				SCM UNIT	3050																				
				Heavy Duty Highback chair	073050115004	CCR	3 500.00	-200.00	3 300.00	0.00	COMPLETED	FORMAL Q	19-Jul-17	20-Jul-17	23-Jul-17	24-Jul-17	14-Jul-17	14-Jul-17	28-Jul-17	28-Jul-17	20-Aug-17		30-Aug-17		
				Voice recorder	073050115005	CCR	3 000.00	-500.00	2 075.50	4.50	COMPLETED	Quotation	4-Jul-17	14-Jul-17	14-Jul-17	14-Jul-17	14-Jul-17	4-Aug-17	4-Aug-17	15-Aug-17	15-Aug-17	20-Aug-17		20-Aug-17	
				WORKSHOP	3091																				
				M/G Welder	07309115004	CCR	25 000.00	-10 600.00	14 300.45	0.14	COMPLETED	QUOTATION	4-Jul-17	14-Jul-17	14-Jul-17	14-Jul-17	14-Jul-17	4-Aug-17	4-Aug-17	15-Aug-17	15-Aug-17	20-Aug-17		20-Aug-17	
				Workshop tools	07309115001	CCR	15 000.00		14 437.80	562.20	COMPLETED	QUOTATION	4-Jul-17	14-Jul-17	14-Jul-17	14-Jul-17	14-Jul-17	4-Aug-17	4-Aug-17	15-Aug-17	15-Aug-17	20-Aug-17		20-Aug-17	
				ICT UNIT	3090																				
				Replacement of PC's	073090215002	CCR	8 000.00	57 585.00	59 585.00	6 638.90					28-Aug-17	28-Aug-17	10-Sep-17	10-Sep-17	4-Aug-17	25-Sep-17	25-Sep-17	27-Oct-17		28-Sep-17	
				Screens	073090215002	CCR	17 600.00		18 459.97	549.03															
				New laptops	073090215005	CCR	203 000.00	-114 307.00	88 692.50	0.50	completed	TENDER	28-Jul-17	28-Jul-17	23-Aug-17	23-Aug-17	14-Aug-17	14-Aug-17	28-Aug-17	28-Aug-17	23-Aug-17	23-Aug-17	28-Sep-17		28-Sep-17
				Replacement Laptops	073090215001	CCR	101 500.00	69 881.00	171 656.05	134.65															
				Printer	073090115007	CCR	7 000.00	-750.00	6 254.00	0.00	completed	QUOTATION	18-Aug-17	18-Aug-17	18-Aug-17	18-Aug-17	18-Aug-17	4-Aug-17	4-Aug-17	25-Aug-17	25-Aug-17	20-Sep-17		20-Sep-17	
				External HDD	073090115009	CCR	6 000.00	-140.00	5 859.65	0.35	completed	QUOTATION	18-Aug-17	18-Aug-17	18-Aug-17	18-Aug-17	18-Aug-17	4-Aug-17	4-Aug-17	25-Aug-17	25-Aug-17	20-Sep-17		20-Sep-17	
				Switch/PSE	073090115010	CCR	48 000.00	83 700.00	111 433.38	298.62															
				Server - x86/24	073090115002	FWG	400 000.00	-115 251.00	281 748.95	0.04	completed	TENDER	28-Aug-17	28-Aug-17	14-Aug-17	14-Aug-17	14-Aug-17	4-Aug-17	4-Aug-17	25-Aug-17	25-Aug-17	20-Sep-17		20-Sep-17	
				Two Way Radios	073090115014	CCR	19 500.00	17 499.00	27 250.00	749.00	completed	QUOTATION	28-Aug-17	28-Aug-17	28-Aug-17	28-Aug-17	28-Aug-17	4-Aug-17	4-Aug-17	25-Aug-17	25-Aug-17	20-Sep-17		20-Sep-17	
				Time And Attendance (Biometric Access Control)	073090215017	CCR	200 000.00	3 000.00	128 027.90	73 972.20	In progress	EXISTING													
				Uprated Server room DR Site	073090115003	CCR	300 000.00		300 000.00	0.00	In progress	TENDER	19-Oct-17	19-Oct-17	20-Oct-17	15-Sep-17	15-Sep-17	11-Aug-17	11-Aug-17	28-Aug-17	28-Aug-17	19-Oct-17		19-Oct-17	
				Webboard	073090115004	CCR	1 000.00	-100.00	877.90	3.00	completed	EXISTING	19-Oct-17	19-Oct-17	19-Oct-17	19-Oct-17	19-Oct-17	4-Aug-17	4-Aug-17	25-Aug-17	25-Aug-17	20-Sep-17		20-Sep-17	
				Chair	073090115005	CCR	2 000.00	-1 500.00	1 850.00	0.00	completed	FORMAL Q	19-Oct-17	19-Oct-17	19-Oct-17	19-Oct-17	19-Oct-17	4-Aug-17	4-Aug-17	25-Aug-17	25-Aug-17	20-Sep-17		20-Sep-17	
				HUMAN RESOURCES ORGANISATIONAL LEVEL	2030																				
				Accommodation (12)	072030115003	CCR	40 000.00	-24 460.00	15 538.00	2.00	completed	Tender	7-Jul-17	7-Jul-17	25-Sep-17	26-Aug-17	26-Aug-17	13-Oct-17	13-Oct-17	27-Oct-17	27-Oct-17	19-Oct-17		20-Dec-17	
				TOWN AND BUILDING CONTROL	2051																				
				Tickets (On/Off System updating)	07205115004	CCR	12 600.00	-12 600.00	0.00	0.00	adjusted	QUOTATION	28-Aug-17	28-Aug-17	28-Aug-17	28-Aug-17	28-Aug-17	4-Aug-17	4-Aug-17	25-Aug-17	25-Aug-17	20-Sep-17		20-Sep-17	
				SCM & ECONOMIC DEVELOPMENT	2040																				
				Moronele Umhlalwe (Moronele water)	072040115013	CCR	11 500.00	-4 600.00	6 384.65	335.05	completed	QUOTATION	29-Jul-17	29-Jul-17	29-Jul-17	29-Jul-17	29-Jul-17	4-Aug-17	4-Aug-17	25-Aug-17	25-Aug-17	20-Sep-17		20-Sep-17	
				Food Preparation surface (Tables)	072040115015	CCR	19 000.00	-10 000.00	0.00	0.00	adjusted	QUOTATION	29-Jul-17	29-Jul-17	29-Jul-17	29-Jul-17	29-Jul-17	4-Aug-17	4-Aug-17	25-Aug-17	25-Aug-17	20-Sep-17		20-Sep-17	

