

**A 137/2016      PROCUREMENT OF GOODS AND SERVICES WITH A THRESHOLD RAND VALUE THAT IS BELOW R200 000 FOR MAY 2016**

REPORT OF THE MANAGER: FINANCE

STRATEGIC THRUST

Good Governance and Financial Management

OBJECTIVE

To inform and update Council on goods and services procured not exceeding R200 000 for the month of May 2016.

BACKGROUND

It is part of the National Treasury requirements with regard to the MFMA and the Municipal Supply Chain Regulations as well as the EDM Policy on Supply Chain Management on reporting requirements to report on all procurements with a rand value that is below R200,000.

Below is a list of all the procurements undertaken during the period of 1<sup>st</sup> May 2016 to 31<sup>st</sup> May 2016.

<b>REQUESTING DEPARTMENT</b>	<b>DESCRIPTION OF GOODS OR SERVICE</b>	<b>APPROVED SERVICE PROVIDER NAME</b>	<b>AMOUNT OF AWARD</b>
CORPORATE SERVICES	PUBLICATION OF AN ADVERTORIAL ON VECTOR CONTROL	LAVISH MEDIA (PTY)LTD T/A MPUMALANGA COMMUTER	R 49 800.00
FINANCE	PROFESSIONAL SERVICES FOR THE DEVELOPMENT OF A FINANCIAL PLAN FOR THE 2016/17 FINANCIAL YEAR	KEM & ASSOCIATES (PTY) LTD	R 150 700.00
OFFICE OF THE MM	CAPACITY BUILDING WORKSHOP FOR THE MORAL REGENERATION STRUCTURES IN THE DISTRICT	JOSMAP TRADING CC	R 178 000.00
MUNICIPAL HEALTH & ENVIROMENTAL MANAGEMENT	INSTALLATION OF A HEAVY DUTY SINK AND PLUMBING UPGRADES FOR THE MUNICIPAL HEALTH LABORATORY	NTLEMO PROJECTS CC	R 22 298.40
SOCIAL SERVICES & DISASTER MANAGEMENT	CATERING SERVICES FOR THE "POSITIVE LIVING" CONVENTION HELD IN UMJINDI	LONJIKIZA (PTY) LTD	R 20 250.00
OFFICE OF THE MM	PURCHASE OF ADDITIONAL HARDWARE PERIPHERALS FOR THE G.I.S SERVER	IDWALILE (PTY) LTD	R 197 055.00
FINANCE	PROFESSIONAL SERVICES IN THE DEVELOPMENT OF AN I.T. DISASTER & SYSTEM RECOVERY PLAN	COMPUSOL IT TECHNOLOGIES (PTY) LTD	R 167 900.00
SOCIAL SERVICES & DISASTER MANAGEMENT	PURCHASE OF ROUTERS FOR THE CONNECTION OF THE VODACOM A.P.N	TAI TAI TRADING CC	R 42 500.00

<b>REQUESTING DEPARTMENT</b>	<b>DESCRIPTION OF GOODS OR SERVICE</b>	<b>APPROVED SERVICE PROVIDER NAME</b>	<b>AMOUNT OF AWARD</b>
VARIOUS DEPARTMENTS	PURCHASE OF LAPTOPS, DESKTOPS & RELATED SOFTWARES	SISONKE UMKHANDLU GENERAL TRADING (PTY) LTD	R 177 960.00
LED, TOURISM & RURAL DEVELOPMENT	CATERING SERVICES & SOUND HIRE FOR THE LOCAL ECONOMIC DEVELOPMENT OUTREACH EVENT FOR SMME'S THAT WAS HELD IN NKOMAZI	BONKWINIKA BOMVUTFWA TRADING PTY (LTD)	R 41 000.00
LED, TOURISM & RURAL DEVELOPMENT	TRANSPORTATION SERVICES OF DELEGATES FOR THE LOCAL ECONOMIC DEVELOPMENT OUTREACH EVENT FOR SMME'S THAT WAS HELD IN NKOMAZI	SICELAIMPILO PROJECTS (PTY) LTD	R 24 500.00
LED, TOURISM & RURAL DEVELOPMENT	PURCHASE OF BRANDED PACKAGING BOXES IN SUPPORT OF SMME'S, AS PER THE SMME SUPPORT PROGRAMME	HLASI INVESTMENTS CC	R 97 994.40
SOCIAL SERVICES & DISASTER MANAGEMENT	CATERING SERVICES DURING THE 2016 EHLANZANI DISTRICT MAYORAL CUP FOOTBALL TOURNAMENT	PETABIX CC	R 32 100.00
MUNICIPAL HEALTH & ENVIROMENTAL MANAGEMENT	PURCHASE OF MULTIPLE BIILBOARD ADVERTISING SPACE FOR THE CLIMATE CHANGE AWARENESS CAMPAIGN	SHUMELAHAYA INVESTMENTS CC	R 79 350.00
SOCIAL SERVICES & DISASTER MANAGEMENT	PURCHASE OF DISASTER AWARENESS PAMPHLETS	NANISILE AND DAUGHTERS TRADING CC	R 179 600.00
L.E.D, TOURISM & RURAL DEVELOPMENT	CATERING SERVICES FOR THE SMME'S TRAINING EVENT HELD IN UMJINDI	AMADWALA TRADING 717 CC	R 8 800.00
L.E.D, TOURISM & RURAL DEVELOPMENT	CATERING SERVICES FOR THE SMME'S TRAINING EVENT HELD IN HAZYVIEW, NYONGANE	SITOPHAKAMA TRADING ENTERPRISE	R 8 875.00
VARIOUS DEPARTMENTS	PURCHASE OF LAPTOPS, PRINTERS & RELATED SOFTWARES	MERC SYSTEMS & TECHNOLOGIES (PTY) LTD	R 165 562.00
L.E.D, TOURISM & RURAL DEVELOPMENT	CATERING SERVICES AND HIRING OF CHARS & A TENT FOR THE HAND OVER OF TOOLS OF TRADE FOR SMME'S CEREMONY HELD IN MASHISHING	MOKETJA TRADING CC	R 13 150.00
L.E.D, TOURISM & RURAL DEVELOPMENT	TRAINING OF SERVICES ON SERVICE STANDARDS AND CODES OF CONDUCT FOR CO-OPERATIVES AS PER SMME SUPPORT PROGRAMME	BAKGOBOKANE TRADING	R 78 500.00
CORPORATE SERVICES	PEST CONTROL SERVICES WITHIN THE EDM BUILDING AND OUTSIDE THE OFFICES	HENNJEAN PEST CONTROL SERVICE	R 14 479.00

POLICY IMPLICATIONS

None

LEGAL AND CONSTITUTIONAL IMPLICATIONS

None

FINANCIAL IMPLICATIONS

None

**RECOMMENDATIONS BY THE MAYORAL COMMITTEE**

- 1. That the report on the procurement of goods and services not exceeding R200 000 be noted by Council;**
- 2. That Council accepts the report for the period 1 May 2016 to 31 May 2016 for procurements not exceeding R200 000.**

**A 140/2016      PROCUREMENT OF GOODS AND SERVICES WITH A THRESHOLD RAND  
VALUE ABOVE R200 000 FOR MAY 2016**

REPORT BY THE MANAGER: FINANCE

STRATEGIC THRUST

Good Governance and Financial Management.

OBJECTIVE

To provide Council with a report on appointed service providers through the open bidding process.

BACKGROUND

It is necessary that Council be kept abreast on all procurement and acquisition issues the district municipality is undertaking. This is also in line with National Treasury requirements as regards the MFMA, Municipal Supply Chain Regulations and EDM Policy on Supply Chain Management.

STATUS ON THE OPEN BIDDING PROCESS

No bids have been awarded during the 1 May 2016 to 31 May 2016.

POLICY IMPLICATIONS

None

LEGAL AND CONSTITUTIONAL IMPLICATIONS

None

FINANCIAL IMPLICATIONS

None

**RECOMMENDATIONS BY THE MAYORAL COMMITTEE**

- 1. That the supply chain report on the open bidding processes be accepted by Council;**
- 2. That Council also accepts that no bids have been awarded during the period of 1 May 2016 to 31 May 2016.**

**A 143/2016      DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES FOR  
MAY 2016**

REPORT BY THE MANAGER: FINANCE

STRATEGIC TRUST

Good Governance and Financial Management

OBJECTIVE

To inform Council on the minor deviations from the normal procurement processes.

BACKGROUND

During the month of May 2016, Ehlanzeni District Municipality procured the services and works from the below mentioned service providers in terms of paragraph 36 of the Supply Chain Management Policy. Reflected below are the services and works procured, the expenditure incurred as well as comments relating thereto.

<b>SUPPLIER</b>	<b>DESCRIPTION OF GOODS/WORKS/SERVICES</b>	<b>AMOUNT</b>	<b>COMMENTS</b>
CTP LIMITED T/A LOWVELD MEDIA	ADVERTISEMENT OF TWO VACANCIES FOR THE DEPUTY MANAGER: MUNICIPAL HEALTH & SENIOR RECORDS CLERK	R 10 200.90	Procurement is in terms of paragraph 36 (1) (a) (v).
CTP LIMITED T/A LOWVELD MEDIA	PUBLICATION OF A NOTICE TO EXTEND THE CONTRACT PERIOD AND SCOPE OF WORK ON TWO TENDERS PREVIOUSLY AWARDED	R 16 569.90	Procurement is in terms of paragraph 36 (1) (a) (v).
NKOMAZI FM RADIO	LIVE READS FOR THE PROMOTION OF LOCAL ECONOMIC DEVELOPMENT OUTREACH EVENT FOR SMME'S THAT TO BE HELD AT NKOMAZI	R 13 485.00	Procurement is in terms of paragraph 36 (1) (a) (v).
CTP LIMITED T/A LOWVELD MEDIA	PURCHASE OF ADVERTISING SPACE ON THE "HOLIDAY'S GUIDE – LOWVELD & SURROUNDINGS" PUBLICATION	R 21 660.00	Procurement is in terms of paragraph 36 (1) (a) (v).
CTP LIMITED T/A LOWVELD MEDIA	PUBLICATION OF A NOTICE FOR THE RECRUITMENT OF AUDIT COMMITTEE MEMBERS	R 8 027.30	Procurement is in terms of paragraph 36 (1) (a) (v).
MEDIA 24	PUBLICATION OF A NOTICE FOR THE RECRUITMENT OF AUDIT COMMITTEE MEMBERS	R 20 520.00	Procurement is in terms of paragraph 36 (1) (a) (v).
CTP LIMITED T/A LOWVELD MEDIA	PUBLICATION OF A NOTICE FOR A SPECIAL COUNCIL MEETING	R 3 202.40	Procurement is in terms of paragraph 36 (1) (a) (v).

SUPPLIER	DESCRIPTION OF GOODS/WORKS/SERVICES	AMOUNT	COMMENTS
CTP LIMITED T/A LOWVELD MEDIA	PUBLICATION OF THE DRAFT BUDGET & IDP FOR THE 2016/17 FINANCIAL YEAR	R 8 075.00	Procurement is in terms of paragraph 36 (1) (a) (v).
ELIM CLINIC PROFESSIONAL TREATMENT CENTER	IMPLEMENTATION OF THE EMPLOYEE'S WELLNESS PROGRAMME FOR A REHABILITATION PROGRAMME	R 22 500.00	Procurement is in terms of paragraph 36 (1) (a) (v).

Paragraph 36 on “**Deviation from, and ratification of minor breaches of, procurement processes**” states the following that:

- “36. (l) The accounting officer may -
- (a) dispense with the official procurement processes established by this policy and to procure any required goods or services through any convenient process, which may include direct negotiations, but only -
    - (i) in an emergency;
    - (ii) if such goods or services are produced or available from a single provider only;
    - (iii) for the acquisition of special works of art or historical objects where specifications are difficult to compile;
    - (iv) acquisition of animals for zoos and/or nature and game reserves; or
    - (v) in any other exceptional case where it is impractical or impossible to follow the official procurement processes;”

#### POLICY IMPLICATIONS

None

#### LEGAL AND CONSTITUTIONAL IMPLICATIONS

None

#### FINANCIAL IMPLICATIONS

See table above.

#### OTHER BODIES/ DEPARTMENTS CONSULTED

None

#### **RECOMMENDATIONS BY THE MAYORAL COMMITTEE**

- 1. That Council accepts the report on the deviations from the normal procurement processes for the month of May 2016;**
- 2. That the deviations mentioned in the table above be accepted as they have been done in line with paragraph 36 of Ehlanzeni District Municipality Supply Chain Management Policy.**