

## DEVIATIONS FROM THE NORMAL PROCUREMENT PROCESSES FOR DECEMBER 2015

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 December 2015, 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.

SUPPLIER	DESCRIPTION OF GOODS/WORKS/SERVICES	AMOUNT	COMMENTS
MASHISHING COMMUNICATIONS	PURCHASE OF RADIO SLOT DURING THE 16 DAYS OF ACTIVISM AWARENESS CAMPAIGN BY CORPORATE SERVICES	R6,000.00	PROCUREMENT IS IN TERMS OF PARAGRAPH 36 (1) (a) (v).
SOUTH AFRICAN BROADCASTING CORPORATION LIMITED	PURCHASE OF RADIO SLOT DURING THE 16 DAYS OF ACTIVISM AWARENESS	R19,186.20	PROCUREMENT IS IN TERMS OF PARAGRAPH 36 (1) (a) (v).
SOUTH AFRICAN BROADCASTING CORPORATION LIMITED	PURCHASE OF RADIO SLOT ON LIGWALAGWALA FM	R2,052.00	PROCUREMENT IS IN TERMS OF PARAGRAPH 36 (1) (a) (v).
MBUSO JOSEPH TRADING	EMERGENCY REPAIRS OF PIPE LEAKS ON WALL AND REPLACEMENT OF PLUMBING INFRASTRUCTURE AT EDM OFFICE MAIN BUILDING	R38,207.22	PROCUREMENT IS IN TERMS OF PARAGRAPH 36 (1) (a) (ii).

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 condones the report on the deviations from the normal procurement processes for the month of December 2015;**
- 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.**

**PROCUREMENT OF GOODS AND SERVICES WITH A THRESHOLD RAND VALUE THAT IS BELOW R200 000 FOR DECEMBER 2015**

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 December 2015.

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 all the procurement undertaken during the period 1 December 2015 to 31 December 2015.

NAME OF SUPPLIER	DESCRIPTION OF SERVICES/GOODS	AMOUNT PAID
OKUHLE KODWA TRADING AND PROJECTS 82	CATERING SERVICES FOR A HANDOVER EVENT AT UMJINDI LOCAL MUNICIPALITY  CATERING INCLUDES : - LUNCH (PAP, RICE, BEEF, CHICKEN, TWO SALADS, 100 SOFT DRINKS , 200 BOTTLES OF STILL WATER) - HIRING OF CHAIRS, TABLES, 2 VIP TOILETS	R102,030.00
SENELUDUMO LWENKOSI (PTY) LTD	PROVISION OF TRAINING SERVICES ON SERVICE STANDARDS, PUBLIC SERVICE CHARTER AND CODE OF CONDUCT FOR EDM EPWP STAFF – LED DEPARTMENT	R 135,240.00
KIT GROUP	PURCHASE OF PROTECTIVE CLOTHING FOR DISASTER MANAGEMENT OFFICIAL	R1,279.10
MAKANAKA RISK AND ADVISORY	DEVELOPMENT OF INFRASTRUCTURE PROCUREMENT AND DELIVERY MANAGEMENT POLICY FOR SCM UNIT	R141,000.00

NAME OF SUPPLIER	DESCRIPTION OF SERVICES/GOODS	AMOUNT PAID
MAKHETHUNYANE CONSTRUCTION	PROVISION OF CATERING SERVICES FOR A TOURISM BORDER POST CAMPAIGN (100 PEOPLE) - LED DEPARTMENT  - LUNCH (PAP ,RICE, BEEF, CHICKEN, TWO SALADS, 100 SOFT DRINKS, 200 BOTTLES OF STILL WATER)	R11,000.00
YAMAHLUBI BUSINESS ENTERPRISE	PROVISION OF CATERING SERVICES FOR OLDER PERSONS PROGRAMME (400 PEOPLE) - THE SOCIAL SERVICES DEPARTMENT  CATERING INCLUDES : - BREAKFAST AND - LUNCH (PAP, RICE, BEEF, CHICKEN, TWO SALADS, 400 BOTTLES OF STILL WATER, 400 SOFT DRINKS)	R59,000.00
KHETHELO INVESTMENT PTY (LTD)	PROVISION OF EVENT MANAGEMENT SERVICES FOR A PROJECT HAND OVER EVENT AT THABA CHWEU LOCAL MUNICIPALITY  PACKAGE INCLUDES 1. CATERING INCLUDES : - LUNCH (PAP, RICE, BEEF, CHICKEN, TWO SALADS, 400 BOTTLES OF STILL WATER) FOR 300 PEOPLE 2. TABLES, TENT HIRE AND 2 TOILETS 3. PA SYSTEM	R140,117.40
KHOMAKHOMBA TRADING	SUPPLY AND DELIVERY OF 400 BLANKETS TO ADVANCE THE HEALTH AND WELL-BEING OF OLDER PERSON'S – SOCIAL SERVICES DEPARTMENT	R118,380.00
MP FINEST	PROVISION OF MAINTENANCE SERVICE OF THE EDM WEBSITE - CORPORATE SERVICE DEPARTMENT	R121,680.00
LMK NABANYE (PTY)LTD	DEVELOPMENT AND COMPILATION OF FINANCE PROCEDURE MANUALS – FINANCE DEPARTMENT	R184,850.00
THEKGO 1204 ENTERPRISE	SUPPLY AND DELIVERY OF 400 BRACELETS, 400 BAGS , 400 BOTTLED WATER AND BRANDED ROLL-UP BANNERS (4) FOR 16 DAYS ACTIVISM EVENT HOSTED BY THE SOCIAL SERVICES DEPARTMENT	R72,000.00

NAME OF SUPPLIER	DESCRIPTION OF SERVICES/GOODS	AMOUNT PAID
GRACIOUS PROJECT	PROVISION OF CATERING SERVICES FOR AN AWARENESS CAMPAIGN DURING THE 16 DAYS OF ACTIVISM OF NO VIOLENCE AGAINST WOMEN AND CHILDREN - SOCIAL SERVICE DEPARTMENT CATERING INCLUDES : - BREAKFAST AND - LUNCH (PAP ,RICE, BEEF, CHICKEN, TWO SALADS, 400 BOTTLES OF STILL WATER)	R66,120.00
LOWVELD OUTDOORS T/A TRAPPERS TRADING CO.	PURCHASE OF PROTECTIVE CLOTHING	R3,184.99
EZWELIBANZI TRADING ENTERPRISE	PROVISION OF SERVICES TO CONDUCT IT NETWORK UPGRADE ASSESSMENT AND LOCAL AREA NETWORK (LAN) DESIGN FOR THE IT UNIT	R84,990.00
ZAMASWAZI CLEANING SERVICES	PROVISION EVENT MANAGEMENT SERVICES FOR THE MAYORAL OUTREACH PROGRAMME: PACKAGE INCLUDES 1. CATERING INCLUDES : - LUNCH (PAP, RICE, BEEF, CHICKEN, TWO SALADS, 300 SOFT DRINK) FOR 300 PEOPLE 2.SOUND SYSTEM, TENT, 300 CHAIRS HIRE	R100,585.00
WALTONS STATIONERY	PURCHASE OF STATIONERY – CARTRIDGES	R14,577.18
MYBOET GENERAL TRADING CC	PROVISION OF TRANSPORT SERVICES FROM VARIOUS PLACES IN HAZYVIEW AREA FOR 300 PEOPLE AND BACK REGARDING AN OFFICE OF THE SPEAKER - OUTREACH PROGRAMME	R31,200.00
LUKHANYO TRADING	PROVISION OF TRANSPORT SERVICES FROM EDM OFFICES TO PRIMKOP DAM AND BACK FOR AN EVENT HOSTED BY THE LED DEPARTMENT	R10,500.30
MABHENGUNKOSI TRADING AND PROJECTS	SUPPLY AND DELIVERY OF VECTOR CONTROL AWARENESS PROGRAM MATERIALS : - 3000 DUSTBINS - 3000 BRANDED STICKERS - 200 HAND CLOVES - 2000 REFUSE BAGS - 300 STILL WATER BOTTLES (500ML) BY THE MUNICIPAL HEALTH DEPARTMENT	R171,000.00

NAME OF SUPPLIER	DESCRIPTION OF SERVICES/GOODS	AMOUNT PAID
LENFIK CC	EVENT MANAGEMENT SERVICES FOR THE SPEAKER'S OUTREACH PROGRAMME: PACKAGE INCLUDES 1. CATERING INCLUDES : - LUNCH (PAP, RICE, BEEF, CHICKEN, TWO SALADS, 300 SOFT DRINK ) FOR 300 PEOPLE 2.SOUND SYSTEM HIRE	R87,039.00
SHUMELAHAYA INVESTMENTS CC	SUPPLY AND DELIVERY OF 2 VIP TOILETS – SPEAKERS OUTREACH PROGRAMME IN HAZYVIEW	R10,180.00
JUBILKING PTY LTD	PROVISION OF ALL OFFICE CHAIRS CLEANING SERVICES WITHIN EDM OFFICES	R46,890.00
DISTANT STAR TRADING 124	PROVISION OF EVENT MANAGEMENT SERVICES FOR THE MAYORAL OUTREACH PROGRAMME: PACKAGE INCLUDES 1. CATERING INCLUDES : - LUNCH (PAP, RICE, BEEF, CHICKEN, TWO SALADS, 300 SOFT DRINK ) FOR 300 PEOPLE 2.SOUND SYSTEM HIRE	R68,514.00
MICROMATH TRADING 154CC T/A YEBO YES CATERING EQUIPMENT	SUPPLY AND DELIVERY OF OFFICE EQUIPMENT (2 TROLLEY, BINS, CONTAINERS)	R4,149.60
MABHEDLA TRAINING INSTITUTION	PROVISION OF TRAINING SERVICES ON CAPACITY BUILDING FOR UMJINDI CO-OPERATIVE ON ADVANCE BUSINESS MANAGEMENT, FINANCIAL MANAGEMENT AND HUMAN RESOURCE MANAGEMENT - LED DEPARTMENT	R138,960.00
WALTONS STATIONARY	SUPPLY AND DELIVERY OF STATIONARY EQUIPMENT	R1,274.52

POLICY IMPLICATIONS

None

LEGAL AND CONSTITUTIONAL IMPLICATIONS

None

FINANCIAL IMPLICATIONS

None

**RECOMMENDATION BY THE MAYORAL COMMITTEE**

- 1. That Council accepts the report on the procurement of goods and services not exceeding R200 000 for the period 1 December 2015 to 31 December 2015.**

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**PROCUREMENT OF GOODS AND SERVICES WITH A THRESHOLD RAND  
VALUE ABOVE R200 000 FOR DECEMBER 2015**

**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 on a monthly basis.

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 were awarded during the period of 1 December 2015 to 31 December 2015.

POLICY IMPLICATIONS

None

LEGAL AND CONSTITUTIONAL IMPLICATIONS

None

FINANCIAL IMPLICATIONS

None

**RECOMMENDATIONS BY THE MAYORAL COMMITTEE**

- 1. That Council note that no awards were made during 1 December 2015 to 31 December 2015.**