

SUPPLY CHAIN MANAGEMENT IMPLEMENTATION: JANUARY 2018 TILL MARCH 2018

Inspector

Letwelopeutswa

Manager/Officer

Tswelopele Local Municipality

Reporting Date

15 April 2018

ESTABLISHMENT OF SCM							
Area	Ref	Background	STRUCTURE	FILED	VAGANT	COMMENTS	
	1	SCM Reg 7	Is there a dedicated and functional supply chain management (SCM) unit?	YES	3	2	The municipality is in the process of filling the vacant position of the Principal Clerk. Procurement and it is envisaged that the process will be completed within the 2017/18 financial year.
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	01-Jun-17		
DEMAND MANAGEMENT							
Area	Ref.	Background	IS THERE AN APPROVED PROCUREMENT PLAN IN PLACE (Y/N)	DATE OF APPROVAL	IF NOT, REASONS THEREOF	COMMENTS	
	3	Circle 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			
ACQUISITION MANAGEMENT							
Area	Ref.	Background	LAST REVIEW DATE	NEXT REVIEW DATE	NUMBER OF REGISTERED SUPPLIERS	COMMENTS	
	4	SCM Reg 4	Functional list of accredited prospective providers of goods and services maintained and used for verbal quotations and formal written price quotations.			The Municipality is now using Centralised Database for verbal and written quotations	
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	1. P.J. Laape 2. M. Pirooa 3.K. Mhase 4. Mntsoa Masingeng	1. SCM Practitioner 2. Technical Officer 3. Financial Intern	
	6	SCM Reg 28	Bid Evaluation Committee appointed composed of at least one SCM practitioner of the municipality.	YES	1. Kobus Keyser (chairperson) 2. P.J. Laape 3.T.A. Makofo 4.M. Masingeng 5. M.N. Molekete	1. Technical Officer (Buitfontein) 2. SCM Practitioner 3. Asset Management Practitioner 4. Financial Intern 5. Manager:HR & Legal Services	

7	SCM Reg 29	Bid Adjudication Committee appointed composed of at least four senior managers of the municipality.	YES	1. Mr. Leta Moletsane, 2. TM Moep 3. Mr. B Dileko, 4. MG January 5, C Ndlovu	1. CFO, 2. Manager: Environmental Services 3. Director: Infrastructure Service 4. Manager: Community Development 5. Manager: SCM	
CDB						
Area	Ref.	Background	REGISTRATION WITH CDB'S TENDER (Y/N)	PROJECTS REGISTERED	IF NOT, REASONS THEREOF	COMMENTS
8	CDB Regulations, Regulation 18(1) & 18(1A)	Registration of construction works contracts above R200 000 in the CDB register of projects.		1. Tlokweng's local municipality. The construction of toilet structures & sewer connections-rectulation (499 Sites) Tlokweng/Hoopstad		None
REGULATION 32 CONTRACTS						
Area	Ref.	Background	DESCRIPTION	AMOUNT	INSTITUTION	COMMENTS
9	MFA Reg 32	Procurement of goods and services under a contract secured by another organ of state.	NONE			There were no contracts procured through contracts secured by another organ of state.
DEVIATIONS FROM PROCUREMENT PROCESSES						
Area	Ref.	Background	DESCRIPTION	AMOUNT	UPLOADING ON THE WEBSITE (Y/N)	COMMENTS
10	MFA Reg 36	Deviations from the procurement processes approved by the accounting officer.	NONE			
UNSOLICITED BIDS						
Area	Ref.	Background	DESCRIPTION	AMOUNT	REASONS	PUBLIC PARTICIPATION (Y/N)
11	MFA 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			There were no unsolicited bids during the quarter under review.

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
14	MFMA Sec. 116	Contract management				

CONTRACT VARIATIONS

Area	Ref.	Background	DESCRIPTION	AMOUNT	REASONS	PERCENTAGE
15	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			

LOGISTICS MANAGEMENT

Area	Ref.	Background	APPROVED LOGISTICS MANAGEMENT PROCEDURES IN PLACE (Y/N)	IF NOT REASONS THEREOF	COMMENTS
16	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	Such Procedures are available and documented	

UNAUTHORISED, IRREGULAR & FRUITLESS EXPENDITURE

Area	Ref.	Background	DESCRIPTION	AMOUNT	BENEFICIARY/ SUPPLIER	TYPE OF PROHIBITED EXPENDITURE
17	MFMA Sec. 1	A register of unauthorised, irregular, fruitless and wasteful expenditure must be maintained for all transactions falling within the UF category.	YES			No Transactions have been identified falling into this categories

ADDITIONAL MATTERS: