



**PORT ST JOHNS**  
• MUNICIPALITY •  
OUR HERITAGE. OUR PEOPLE

## **REPORT TO THE HONORABLE MAYOR ON THE IMPLEMENTATION OF SUPPLY CHAIN MANAGEMENT**

### **1. PURPOSE OF REPORT**

The purpose of this report is to comply with Supply Chain Management Regulations and SCM Policy paragraph 6 (3) which states that the Accounting Officer must submit a report on the implementation of supply chain management policy to The Honorable Mayor for the council to maintain oversight on the implementation of Supply Chain Management policy.

This report covers the projects that were awarded in **JULY – SEPTEMBER 2021**

### **2. COMPLAINTS**

Paragraph 26 of Supply Chain Management Policy states that committee system for competitive bids must be established, as a consequence thereof the bid committees have been established and functioning.

The bid committee minutes and reports of the meetings and attendance registers have been kept under supply chain management unit.

## **BID COMMITTEE MEETINGS**

### **JULY – SEPTEMBER 2021**

#### **Bid Specification Committee has sat for the following projects:**

1. Appointment of a service provider for Leasing of Photocopy Machines for a period of 3 years.
2. Supply and Delivery of Gas Cylinders and Two Burner Gas Stoves.
3. Supply and Delivery of Protective Clothing and Footwear for a period of One year when the need arise
4. Supply and Delivery of Poultry Farming Inputs
5. Appointment of a service provider for Installation, Monitoring, Maintenance of Vehicle Tracking System and Management of Fuel usage for a period of Three years.
6. Supply, Delivery, Installation and Maintenance of Air cons for a period of One year when the need arise.
7. Supply and Delivery of Stationery for a period of One year when the need arise.
8. Supply and Delivery of Office Furniture for a period of One year when the need arise.
9. Supply and Delivery of Cleaning Material and Equipment for a period of One year when the need arise.
10. Construction of Headwalls from operations and maintenance of Ngqikiza in Ward 18
11. Construction of Headwalls from operations and maintenance in Noduva Ward 01
12. Construction of Headwalls from operations and maintenance of Mbabalana in Ward 16
13. Construction of Headwalls from operations and maintenance in Goqwana to Ntsimbini in Ward 15
14. Construction of Concrete Slab from operations and maintenance at Green to Swazini in Ward 09
15. Construction of Concrete Slab from operations and maintenance in Nyosana in Ward 19
16. Construction of Concrete Slab from operations and maintenance in Mbabalana in Ward 16
17. Supply and Delivery of Computers for a period of 18 Months when the need arise.
18. Supply and Delivery of Concrete Pipes

#### **Bid Evaluation Committee has sat for the following projects:**

1. Re – Advert Supply, delivery and Installation of 11 Movable Hawkers Stalls for Isilimela Informal Traders.

2. Appointment of a Professional Service Provider to plan, implement and monitor Energy, Efficiency and Demand Side Management (EEDMS) project as and when required on behalf of the Municipality for a period of 3 years
3. Re – Advert for Construction of Concrete Slab Front Entrance of Tombo Library.
4. Re – Advert for Supply and Delivery of Electrical & Working Tools for a period of one year when the need arises.
5. Re - Advert for Appointment of a service provider for Development of Indigent Management System for a period of Two years
6. Re – Advert for Appointment of Service Provider for ICT Infrastructure Upgrade for a period of three years
7. Supply and Delivery of Cartridges / Toners for Small Printers for a period of one year as when need arises
8. Appointment of a Travel Agent for Travel Management and Accommodation services for a period of 3 years.
9. Procurement of Banking services for a period of 5 years.
10. Construction of Bukhwezeni Access Road
11. Construction of Ndayini Access Road
12. Construction of Ngqwaleni Access Road
13. Supply, Delivery and Installation of x6 High Mast Lights at Second Beach, Mpantu, Mampube, Ntafufu, Luqhoqweni & Bambisana
14. Appointment of a service provider for VAT Recovery Services for a period of Two years.
15. Procurement of Banking services for a period of 5 years

**Bid Adjudication Committee Meeting has sat for the following projects:**

1. RFQ – Consulting Engineering Services for Upgrading of Aggate Terrace Phase 2
2. Appointment of a qualified service provider for professional services of PSJ Municipality (Turnkey) Electrification Project 2021/22
3. Re - Advert for Appointment of service provider for Internal Audit services for a period of Six Months.
4. Re – Advert Supply, delivery and Installation of 11 Movable Hawkers Stalls for Isilimela Informal Traders.
5. Appointment of a Professional Service Provider to plan, implement and monitor Energy, Efficiency and Demand Side Management (EEDMS) project as and when required on behalf of the Municipality for a period of 3 years.
6. Supply and Delivery of Protective Clothing and Footwear for a period of One year when the need arise
7. Supply and Delivery of Cartridges/Toners for Small Printers for a period of one year as when need arises
8. Supply, Delivery and Installation of x6 High Mast Lights at Second Beach, Mpantu, Mampube, Ntafufu, Luqhoqweni & Bambisana
9. Construction of Bukhwezeni Access Road
10. Construction of Ndayini Access Road
11. Construction of Ngqwaleni Access Road

12. Re - Advert for Appointment of a service provider for Development of Indigent Management System for a period of Two years
13. Appointment of a Travel Agent for Travel Management and Accommodation services for a period of 3 years.
14. Re – Advert for Supply and Delivery of Electrical & Working Tools for a period of one year when the need arises.
15. Re – Advert for Appointment of Service Provider for ICT Infrastructure Upgrade for a period of three years

### **OUTSTANDING BIDS**

1. Re – Advert for Appointment of a service provider to review the Integrated Waste Management Plan for Port St Johns Municipality
2. Supply and Delivery of Gas Cylinders and Two Burner Gas Stoves.
3. Supply and Delivery of Poultry Farming Inputs
4. Supply, Delivery, Installation and Maintenance of Air cons for a period of One year when the need arise.
5. Appointment of a service provider for Leasing of Photocopy Machines for a period of 3 years.
- 6.

### **Awards made for procurement of this threshold above R30 000.00 - R 200,000.00 (Formal Written Quotations)**

<b>Name of the Company</b>	<b>Name of the Project</b>	<b>Project Amount (VAT inclusive)</b>	<b>Award date</b>	<b>Status quo of the project</b>	<b>Physical Address of the Company</b>
Lethunathi Trading Enterprise	Supply, Delivery and Installation of Carport at Finance Department	R 50 000.00	14/07/2021	Service has been rendered	Port St Johns
Luhayyi Investments Pty Ltd	Supply and Delivery of Treated Poles, Anchors & Bolts for Mthambalala Nursery	R 28 960. 00	03 / 08 / 2021	Delivered	Port St Johns
Lisa Foot Print	Supply and delivery of working tools for invasive alien plant eradication project	R 72,706.00	09/09/2021	Delivered	Port St Johns
Chumacebo Travel & General Agency	Supply, delivery and installation of shelves at workshop store cage room	R 56,489.96	10/09/2021	On progress	Port St Johns

Khushe Holdings	Supply and delivery of herbicides including measuring cups for invasive alien plant eradication project	R 79,300.00	15/09/2021	Awaiting for delivery	Lusikisiki
Lethunathi Trading	Supply, delivery and installation of outdoor concrete slab tables with umbrellas at PSJ library	R 60,000.00	28/09/2021	Service not yet rendered	Port St Johns

**Awards made for procurement of this threshold above R 200,000.00 (Competitive Bids)**

Name of the Company	Name of the Project	Project Amount (VAT inclusive)	Award date	Status quo of the project	Physical Address of the Company
SDM Consulting Engineers	RFQ – Consulting Engineering Services for Upgrading of Aggate Terrace Phase 2	R 2 335 852. 60	01/07/2021	On progress	Mthatha
Tabono Engineering	Appointment of a qualified service provider for professional services of PSJ Municipality (Turnkey) Electrification Project 2021/22	R 7 732 145. 00	12/07/2021	On progress	Gauteng
Khwalo Business Accountants and Auditors	Re - Advert for Appointment of service provider for Internal Audit services for a period of Six Months.	R 483 840. 00	08/07/2021	On progress	East London
Siphelele Fandesi T/A Club Sokuthu Trading	Re – Advert Supply, delivery and Installation of 11 Movable Hawkers Stalls for Isilimela Informal Traders.	R 588 200. 00	29/07/2021	On progress	Port St Johns
Zipho Zetho	Construction of Ndayini Access Road	R5,428,195.00	09/09/2021	On progress	Kokstad
LM Developments	Construction of Ngqwaleni Access Road	R4,587,850.25	09/09/2021	On progress	East London

Mnadi civils CC	Construction of Bukhwezeni Access Road	R6,484,806.30	09/09/2021	On progress	Mthatha
Yakha Lungisa Engineering Services	Supply, delivery, and installation of High Mast Lights at second beach, mpantu, mpande, ntafufu, Lughohweni, and Bambisana	R4,746,130.50	09/09/2021	Service not yet rendered	Midrand
Iheans Travelling agency	Appointment of service provider for travel management and accommodation for a period of three years.	7.50%	09/09/2021	Service not yet rendered	Mthatha
Sense-IT	Appointment of service provider for development of indigent management system for a period of two years	R1,380,540.00	09/09/2021	Service not yet rendered	Mthatha
Conyvect	Supply and delivery of cartridges/ toners for small printers for a period of one year as when need arises	Rate Based	09/09/2021	On progress	Umzimkhulu
Denjavu Services	Supply and Delivery of Protective Clothing and Footwear for a period of One year when the need arise	Rate Based	22/09/2021	On progress	Mthatha

Prepared by: S. Mtshamba



Reviewed by:

  
Mrs N. Bafeni – Gxumisa (SCM Manager)

08.10.2021 Date

Approved by:

  
Ms B.A Mbana (CFO)

11/10/2021 Date