



MOHOKARE
LOCAL MUNICIPALITY

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Ref: 4/11/1

10 October 2016

The Mayor
Mohokare Local Municipality
Mrs. I Mehlomakhulu

Dear Madam

RE: ACKNOWLEDGEMENT OF RECEIPT

I IBENE MEHLOMAKULU hereby acknowledge receipt of the report Finance (SCM).

Background

SCM REGULATION 6(3)(4)

(3) The accounting officer must, within 10 days of the end of each quarter, submit a report on the implementation of the supply chain management policy to the mayor of the municipality or the board of directors of the municipal entity, as the case may be.

(4) The reports of a municipality must be made public in accordance with section 21A of the MSA. The reports of a municipal entity must be made public in a similar way

Report received

1. Quarter 1: Supply Chain Implementation Report


Signature

10 October 2016
Date

MAYOR/SPEAKER
Designation

Issued by:	Management Representative		Document Name:	Acknowledgement on Receipt
Approved by:	Municipal Manager		Document Number:	CSEADM001
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SUPPLY CHAIN MANAGEMENT POLICY IMPLEMENTATION REPORT

ACCOUNTING OFFICER'S LETTER


for the quarter ended
30 September 2016

THE MAYOR

The attached report is submitted in line with Section 6 of Supply Chain Regulations which states that the Accounting Officer of the Municipality must within 10 days of the end of each quarter, submit a report on the implementation of SCM policy to the Mayor.


Based on the review performed, I can conclude that the contents of the report are accurate and represent the activities of the Supply Chain Management unit of the Municipality fairly

Yours faithfully



Chief Financial Officer

Date:



Accounting Officer/ Municipal Manager

Date:

SUPPLY CHAIN MANAGEMENT POLICY IMPLEMENTATION REPORT

District:

Kharip

Name of Municipality:

Mafikeng

Name of Municipal Entity/ Entities:

Reporting Date:

Monday, 10 October 2016

Contact Information

Name of Chief Financial Officer:

Mr P.M Dyonase

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plm@mafikeng.gov.za

Name of Accounting Officer:

Mr T.C Panyani

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(051) 673 9600

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tpanyani@mafikeng.gov.za

SUPPLY CHAIN MANAGEMENT

district:	Xhariep	Municipality:	Mohokare	Reporting Date:	Monday, 10 October 2016
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ESTABLISHMENT OF SCM					
Area	Ref.	Background	STRUCTURE	FILLED	VACANT
1	SCM Reg 7	Is there a dedicated and functional supply chain management (SCM) unit?	SCM Manager, SCM Accountant, Demand and Acquisition Officer, Demand & Acquisition Clerk	SCM Accountant and Demand & Acquisition Officer	SCM Manager and Demand & Acquisition Clerk
Area	Ref.	Background	REVIEWED (YES/NO)	DATE OF REVIEW	IF NOT REVIEWED, REASONS THEREOF
2	SCM Reg 3	Reviewed and approved SCM Policy in line with National Treasury's Model Policy.	Y	Approved on the 26 May 2016	Reviewed and Approved

DEMAND MANAGEMENT					
Area	Ref.	Background	IS THERE AN APPROVED PROCUREMENT PLAN IN PLACE (Y/N)	DATE OF APPROVAL	IF NOT, REASONS THEREOF
3	Circular 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.	Y	30 Jun 16	

ACQUISITION MANAGEMENT					
Area	Ref.	Background	LAST REVIEW DATE	NEXT REVIEW DATE	NUMBER OF REGISTERED SUPPLIERS
4	SCM Reg 14	Functional list of accredited prospective providers of goods and services maintained and used for verbal quotations and formal written price quotations.	Daily	Daily	31

BID COMMITTEES					
Area	Ref.	Background	BID COMMITTEE IN PLACE (Y/N)	NAMES OF MEMBERS	DESIGNATIONS

COMMENTS
The list is reviewed and updated on daily basis as in which the applications are received, however the number given is only for quarter one.

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.	Y	<p>1.P. Bheye</p> <p>2. Pula Lesenyehis</p> <p>3. Ruo Van Plezani</p> <p>4. Zibumbuzo Shamase</p> <p>5. T. Ravele</p>	<p>LED Manager-Chairperson</p> <p>2. Demand & Acquisition Officer-Member</p> <p>3. Admin Manager-Member</p> <p>4. Senior P&AU Technician-Member</p> <p>5. PMS Manager-Member</p>	Mr Sandile Majeje, The chairperson of the Evaluation Committee has resigned just before the end of quarter 1.
6	SCM Reg 28	Bid Evaluation Committee appointed composed of at least one SCM practitioner of the municipality.	Y	<p>1. Sandile Majeje</p> <p>2. Lusibo Sebatane</p> <p>3. Victoria Rametsabi</p> <p>4. T.E. Fobane</p> <p>5. J. Dyum</p> <p>6. M.B Raboko</p>	<p>1.IDP Manager-Chairperson</p> <p>2.SCM Accountant-Member</p> <p>3.HB Manager-Member</p> <p>4. Manager: water & Sanitation-Member</p> <p>5. Water Quality Sampler-Member</p> <p>6. Electrical Technician-Member</p>	
7	SCM Reg 29	Bid Adjudication Committee appointed composed of at least four senior managers of the municipality.	Y	<p>1. Phakama Dyonase</p> <p>2. Linyakabo Mqoko</p> <p>3. Makhlotola Tsamrose</p> <p>4. Danie Marain</p> <p>5. Mgalibi Loupe</p>	<p>1. C.F. D. Chairperson</p> <p>2. Corporate Services Director-Member</p> <p>3. Technical Director-Member</p> <p>4. Community Services Director-Member</p> <p>5. Committee Officer-Scraper</p>	
CIDB						
Area	Ref.	Background	REGISTRATION WITH CIDB'S TENDER (Y/N)	PROJECTS REGISTERED	IF NOT, REASONS THEREOF	COMMENTS
8	CIDB Regulations, Regulation 18(1) & 18(1A)	Registration of construction works contracts above R200 000 in the CIDB register of projects.	Y	SCM/MOH/96/2016: Equipping of 2 raw pump stations in Zastron.	None	
REGULATION 32 CONTRACTS						
Area	Ref.	Background	DESCRIPTION	AMOUNT	INSTITUTION	COMMENTS
9	MFEMA Reg 32	Procurement of goods and services under a contract secured by another organ of state.	Consultant for the completion of the Rousville regional bulk scheme	R 2 122 225,00	Masiponyama Local Municipality	
DEVIATIONS FROM PROCUREMENT PROCESSES						
Area	Ref.	Background	DESCRIPTION	AMOUNT	UPLOADING ON THE WEBSITE (Y/N)	COMMENTS

CONTRACT AND PERFORMANCE MANAGEMENT						
DISPUTES						
Area	Ref.	Background	CONTRACT NUMBER	NATURE	STATUS	OUTCOME
13	SCM Reg 50	Resolution of SCM related disputes.	There is no contract number	There were no (N/A) SCM disputes	Note:	
ACTIVE CONTRACTS						
Area	Ref.	Background	DESCRIPTION	AMOUNT	DURATION	EXPIRY DATE
14	MFMA Sec. 11E	Contract management.	See attached register			
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?	Upgrading of 15km pipeline from Montague dam to kloof dam and the water treatment works. Construction of 2 pump stations buildings.	R 4 677 431.40	to provide sufficient water to the community of Zastron	18%
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?		There is no documented and approved SCM procedure for stores and warehouse, however, the re-order level of the stock is done by the end-user as they are the one who knows what to be ordered as per their departmental needs.		
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 UIF category.	See attached registers				
ADDITIONAL MATTERS:							