

# **SWELLENDAM MUNICIPALITY**



## **SUPPLY CHAIN MANAGEMENT MONTHLY REPORT**

**February 2026**

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### 1. ABBREVIATIONS

- 1.1 “**SWDM**” refers to Swellendam Municipality;
- 1.2 “**SCM**” refers to Supply Chain Management;
- 1.3 “**Manager SCM**” refers to the Sectional Head of the Supply Chain Management Division;
- 1.4 “**CFO**” refers to Director Financial Services;
- 1.5 “**MFMA**” means the Municipal Finance Management Act 56 of 2003;

### 2. PURPOSE OF THIS POLICY

- 2.1 The SCM monthly report is prepared to inform Council on key SCM monthly activities and adhere to the reporting requirements in terms of the Legislative Framework.

### 3. LEGISLATIVE FRAMEWORK

- 3.1 The report was prepared to take into consideration the legislative reporting requirements:
  - 3.1.1 Municipal Finance Management Act, 2003
  - 3.1.2 Municipal Supply Chain Management Regulation, 2005
  - 3.1.3 Municipal Supply Chain Management Policy, 2025

### 4. PROCUREMENT STATISTICS FOR THE MONTH

- 4.1 The table below provides information on the number of SCM activities for the month:

| Nr. | Process description                             | Qty | Value       |
|-----|-------------------------------------------------|-----|-------------|
| 1   | No of BSC meetings                              | 3   | n/a         |
| 2   | No of BEC meetings                              | 6   | n/a         |
| 3   | No of BAC meetings                              | 2   | n/a         |
| 4   | No of orders processed/placed                   | 336 | R12 221 988 |
| 5   | No of formal quotations awarded (R30k to R300k) | 7   | R899 091    |
| 6   | No of tenders awarded                           | 4   | R12 573 039 |
| 7   | No of awards above R30 000 (CIDB)               | 2   | R3 042 567  |
| 8   | No of contract price increases approved         | 1   | n/a         |
| 9   | No of contracts extended i.t.o MFMA circular 62 | 4   | R131 493    |
| 10  | No of contracts extended i.t.o s.116(3) of MFMA | 0   | R0          |
| 11  | No of Deviations                                | 2   | R8 607      |
| 12  | No of minor breaches                            | 0   | R0          |
| 13  | No of Regulation 17 approvals                   | 8   | R68 004     |
| 14  | No of stock receipts                            | 145 | R432 464    |
| 15  | No of stock issued                              | 945 | -R518 291   |
| 16  | No of stock disposal                            | 0   | R0          |
| 17  | No of stock take                                | 1   | R5 770 200  |
| 18  | No of requests received for disposal            | 0   | R0          |

## 5. AWARDS ABOVE R 100 000 REPORTED TO NATIONAL TREASURY

5.1 Sections 74(1) and 104(1)(b) of the Municipal Finance Management Act (MFMA) prescribes the following regarding general reporting obligations:

"The accounting officer of a municipality must submit to the National Treasury, the Provincial Treasury, the Department for Local Government in the Province or the Auditor-General such information, returns, documents, explanations and motivations as may be prescribed or as may be required."

5.2 National Treasury per MFMA Circular No 34 issued instructions to all municipalities to report effective from 1 July 2006 per the above, to disclose all awards made for contracts above the value of R100 000.

5.3 Below is a table of the key information submitted:

| Contract reference | Service provider/ Supplier                     | Contract Description                                                                                                    | Total est. value of contract | Contract Period | BBBEE Level |
|--------------------|------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|------------------------------|-----------------|-------------|
| SMQ23/25/26        | Dynamic R Consultants                          | Construction of Four Masonry Bins in Barrydale                                                                          | R239 500,00                  | 3 weeks         | 1           |
| SMQ28/25/26        | Potgieter Broers<br>Grondverskuiwing (Edms)Bpk | Hiring of Excavator, Roller, Dumper and Bulldozer - Barrydale                                                           | R209 540,00                  | Once-off        | 0           |
| SMQ36/25/26        | Nexia SAB&T                                    | Provision Of External Quality Assessment Services For The Review Of The Swellendam Municipality Internal Audit Function | R178 500,00                  | 10 weeks        | 1           |
| SMT09/25/26        | Brasika Consulting (Pty) Ltd                   | Provision of Specialist Legal Services (MFMA, SCM and Related Services)                                                 | R719 883,36                  | 3 years         | 4           |
| SMT15/25/26        | Nkutwala Construction                          | Upgrading of Silo Wastewater Pump Station Phase 2                                                                       | R2 803 066,86                |                 | 1           |
| SMT25/25/26        | J and E Communications                         | Provision of Radio Repeater Services                                                                                    | R128 087,25                  | 3 years         | 4           |
| SMT33/25/26        | Key Spirit Trading 218                         | Supply and Delivery of a 7 Ton Truck                                                                                    | R999 250,00                  | Once-off        | 1           |

Note: Contract amounts up to R50 million the 80/20 preference points applied.  
Contracts amounts above R50 million the 90/10 preference points applied.

## 6. SCM DEVIATIONS

6.1 Section 36(2) of the Supply Chain Management Regulation prescribes the following regarding deviation from and ratification of minor breaches of the procurement process: "The accounting officer must record the reasons for any deviation in terms of sub-delegation (1)(a) and (b) and report them to the next meeting of the council."

6.2 The number of deviations approved for the month is indicated in the table below:

| Nr | SCM Regulation                                                                                               | Nr | Amount  |
|----|--------------------------------------------------------------------------------------------------------------|----|---------|
| 1. | SCM Regulation 17 where three (3) quotations could not be obtained;                                          | 8  | R68 004 |
| 2. | SCM Regulation 36(1)(a)(i) dispensing of the official procurement process in the case of an emergency;       | -  | -       |
| 3. | SCM Regulation 36(1)(a)(ii) where goods or services are available from a sole supplier;                      | 1  | R4 021  |
| 4. | SCM Regulation 36(1)(a)(iii) applies to the acquisition of special works of art or historical objects;       | -  | -       |
| 5. | SCM Regulation 36(1)(a)(iv) acquisition of animals for zoos;                                                 | -  | -       |
| 6. | SCM Regulation 36(1)(a)(v) in exceptional cases where it is impractical or impossible to follow the process; | 1  | R4 586  |
| 7. | SCM Regulation 36(1)(b) is applicable where the accounts officer can verify minor breaches;                  | -  | -       |

6.3 The reasons for the deviations above are as follows:

6.3.1 Verbal and formal quotations, section 17 of the SCM regulation:

| Date Requested | Supplier  | Quotation Details                                              | Amount      | Approved Date | Directorate | Reasons                                                         |
|----------------|-----------|----------------------------------------------------------------|-------------|---------------|-------------|-----------------------------------------------------------------|
| 04-Feb-26      | Superspar | Supply of Grocery Items                                        | R 2 672,41  | 05-Feb-26     | MM          | Three bidders were approached and only one quote was received   |
| 05-Feb-26      | Agrimark  | Supply of Redback work shoes                                   | R 2 699,99  | 05-Feb-26     | INF         | Four bidders were approached and only one quote was received    |
| 11-Feb-26      | Superspar | Supply of Grocery Items                                        | R 5 387,10  | 12-Feb-26     | MM          | Three bidders were approached and only one quote was received   |
| 11-Feb-26      | Kaap Agri | Supply and delivery of various materials and supplies          | R 16 465,69 | 13-Feb-26     | FIN         | Three bidders were approached and only two quotes were received |
| 11-Feb-26      | Midas     | Supply and delivery of various materials and supplies          | R 3 335,00  | 17-Feb-26     | TRAF        | Four bidders were approached and only one quote was received    |
| 11-Feb-26      | SSK       | Supply and delivery of steel products                          | R 4 246,39  | 17-Feb-26     | COM         | Three bidders were approached and only two quotes were received |
| 19-Feb-26      | Tosas     | Supply of 10 drums of KMS 65% Cationic Pre-mix grade           | R 26 050,00 | 19-Feb-26     | INF         | Four bidders were approached and only one quote was received    |
| 24-Feb-26      | Agrimark  | Suppppy and delivery of a Fridge, Microwave and Vacuum Cleaner | R 7 147,55  | 27-Feb-26     | FIN         | Four bidders were approached and only two quotes were received  |

6.3.2 In exceptional cases where it is impractical or impossible to follow the official procurement process, section 36

| Date      | Supplier       | Details                                                           | Amount           | Dir | Reason                                                                                                                                                                           | Type                                    |
|-----------|----------------|-------------------------------------------------------------------|------------------|-----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|
| 13-Feb-26 | Truvelo Africa | 2 x Cable detector / sensor for portable K53 motorcycle equipment | R4 020,58        | COM | This a sole supplier for this type of equipment. Any warranties on Truvelo instruments will expire if instruments are tampered with or maintained/serviced by any other company. | 36(1)(a)(ii) - Single provider          |
| 25-Feb-26 | Hoek's Toyota  | Provision of 90 000KM Service on Toyota Starlet CCK8634           | R4 586,45        | INF | The Vehicle has an engine warranty and need be serviced at a registered Toyota Dealer to maintain the warranty conditions                                                        | 36(1)(a)(v) - Impractical or Impossible |
|           |                |                                                                   | <b>R8 607,03</b> |     |                                                                                                                                                                                  |                                         |

## 7. AWARDS TO CLOSE FAMILY MEMBERS

The table below contains details of awards made to close family members of employees who are in the services of the state, section 45 of the SCM regulation for any award above R2000.

| Nr           | Supplier                             | Family member | Relationship | Institution                                     | Amount          |
|--------------|--------------------------------------|---------------|--------------|-------------------------------------------------|-----------------|
| 1.           | AgriTech CC T/A Autozone             | L. Baransky   | Wife         | Swellendam Municipality                         | -               |
| 2.           | Bazil Koopman                        | B. Koopman    | Son          | Dept of Education                               | -               |
| 3.           | Desmond Prins                        | J. Francis    | Daughter     | Dept of Health                                  | -               |
| 4.           | Durcharme Consulting                 | L.Mbekeni     | Wife         | Department of Rural Development and Land Reform | R97 400         |
| 5.           | Gert Coetzee                         | L. Coetzee    | Wife         | Swellendam Municipality                         | -               |
| 6.           | Hein's Auto Electrical               | J. de Jager   | Brother      | Swellendam Municipality                         | -               |
| 7.           | Hermanus Jacobus Swart               | F. Swart      | Brother      | Swellendam Municipality                         | -               |
| 8.           | Jarsiem Carelse                      | W. Carelse    | Son          | Swellendam Municipality                         | -               |
| 9.           | Jacobus Cornelius Kouter             | J. Kouter     | Brother      | Swellendam Municipality                         | -               |
| 10.          | Kemanzi (Pty) Ltd                    | J. du Toit    | Wife         | Dept of Education                               | -               |
| 11.          | Genlux                               | I. Kruger     | Son          | City of Cape Town                               | -               |
| 12.          | LSL Enterprises                      | G. Lebazi     | Sister       | Swellendam Municipality                         | -               |
| 13.          | Masakane Trading (Pty) Ltd           | Q. Martin     | Husband      | SAPS                                            | -               |
| 14.          | KJ Uys                               | R. Theodore   | Uncle        | Swellendam Municipality                         | R1 900          |
| 15.          | Paul Cupido                          | T. Cupido     | Wife         | Swellendam Municipality                         | -               |
| 16.          | Parkers and Partners (Pty) Ltd       | K. Juries     | Stepson      | Swellendam Municipality                         | -               |
| 17.          | Phillip Crafford T/A Crafford Blinds | J. Crafford   | Wife         | Swellendam Municipality                         | -               |
| 18.          | RD Beukes                            | D. Beukes     | Mother       | Swellendam Municipality                         | -               |
| 19.          | Swellendam Bestuurskool (Pty) Ltd    | R. Blauw      | Son          | Dept. of Education                              | R2 800          |
| <b>Total</b> |                                      |               |              |                                                 | <b>R102 100</b> |

## 8. REPORT ON GIFTS

The table below contains details of any incidents of an inducement, rewards, gifts and favours made to the municipality, employee or any other role player, in terms of section 47 of the SCM regulation:

| MONTH: FEBRUARY 2026                                                     |                     |               |                |              |               |                             |
|--------------------------------------------------------------------------|---------------------|---------------|----------------|--------------|---------------|-----------------------------|
| Name of employee                                                         | Description of gift | Value of Gift | Source of gift | Relationship | Date received | Date approved by MM/Manager |
| Name of Department : Municipal Manager & Administrative Support Services |                     |               |                |              |               |                             |
| No gifts reported                                                        |                     |               |                |              |               |                             |
| Name of Department : Financial Services                                  |                     |               |                |              |               |                             |
| No gifts reported                                                        |                     |               |                |              |               |                             |
| Name of Department : Infrastructure & Planning Services                  |                     |               |                |              |               |                             |
| No gifts reported                                                        |                     |               |                |              |               |                             |
| Name of Department : Community Services                                  |                     |               |                |              |               |                             |
| No gifts reported                                                        |                     |               |                |              |               |                             |

## 9. REPORT ON OBJECTIONS

The below contains details of objections received for the month, in terms of section 49 of the SCM regulations:

| OBJECTION REGISTER   |             |            |             |               |         |              |
|----------------------|-------------|------------|-------------|---------------|---------|--------------|
| MONTH: FEBRUARY 2026 |             |            |             |               |         |              |
| TENDER NUMBER        | DESCRIPTION | AWARDED TO | COMPLAINANT | DATE RECEIVED | OUTCOME | OUTCOME DATE |
|                      | None        |            |             |               |         |              |

## 10. REPORT ON s.114 AWARDS

The table below contains details of any tender other than the one recommended in the normal course of implementing the supply chain management policy was approved, section 114 of the SCM regulation:

| Directorate                     | Tender Recommended | Tender Awarded |
|---------------------------------|--------------------|----------------|
| Office of the Municipal Manager | None               | None           |
| Financial Services              | None               | None           |
| Corporate Services              | None               | None           |
| Infrastructure Services         | None               | None           |
| Community Services              | None               | None           |