

SWELLENDAM MUNICIPALITY



SUPPLY CHAIN MANAGEMENT MONTHLY REPORT

April 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	5	n/a
3	No of BAC meetings	1	n/a
4	No of orders processed/placed	251	R11 395 555
5	No of formal quotations awarded (R30k to R300k)	7	R781 272
6	No of tenders awarded above R300 000	1	R2 683 887
7	No of awards above R30 000 (CIDB)	1	R186 185
8	No of contract price increases approved	3	tariffs
9	No of contracts amended i.t.o MFMA circular 62	6	R1 401 396
10	No of contracts amended i.t.o s.116(3) of MFMA	0	R0
11	No of Deviations	1	R103 613
12	No of objections	0	n/a
13	No of Regulation 17 approvals	6	R340 309
14	No of stock receipts	166	R575 348
15	No of stock issued	807	-R686 931
16	No of stock disposal	1	R376 550
17	No of stock take	1	R5 971 249
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
SMQ43/25/26	Majodina Group (Pty) Ltd	Provision of Pest Control Services for a 3 year period	R179 530,94	3 years	1
SMQ53/25/26	Lehlogonolo La Modimo Group	Upgrading of Barrydale Sewer Pump Station	R186 185,00	2 weeks	1
SMQ64/25/26	Potgieter Broers Grondverskuiwing (Edms)Bpk	Hiring of Bulldozer for Suurbraak & Barrydale Landfill Sites	R285 984,00	1 year	0
SMT37-25-26	Konica Minolta South Africa - a division of Bidvest office (Pty) Ltd	Supply, Delivery, Installation, Commissioning and Maintenance of Office Automation Solutions	R2 683 886,70	3 years	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;	6	R340 309
2.	SCM Regulation 36(1)(a)(i) dispensing of the official procurement process in the case of an emergency;	1	R103 613
3.	SCM Regulation 36(1)(a)(ii) where goods or services are available from a sole supplier;	-	-
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;	-	-
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
30-Mar-26	Kaap Agri	Supply and delivery of Traffic Cones and a Rechargeable headlight	R 16 429,48	01-Apr-26	FIN	
01-Apr-26	Potgieter Broers	Hiring of a Bulldozer to clear Suurbraak and Barrydale Landfill Sites	R 18 094,00	01-Apr-26	COM	Three bidders were approached and only two quotes were received
18-Mar-26	Vodacom Chatz Connect	Supply and Delivery of a Samsung Tablet S10 Lite with Flip Cover	R 9 098,00	09-Apr-26	INF	Three bidders were approached and only one quote was received
13-Apr-26	SSK	Supply of Materials and Supplies for a the repair of a kitchen cabinet	R 5 622,15	14-Apr-26	TRAF	Three bidders were approached and only two quotes were received
28-Apr-26	Forms Media Independent	Supply and Delivery of Leave Books	R 5 865,00	28-Apr-26	MM	Four bidders were approached and only one quote was received
27-Feb-26	Potgieter Broers Grondverskuiwing (Pty) Ltd	Hiring of Bulldozer for Suurbraak & Barrydale Landfill Sites for a 1 year period on an Ad-Hoc Basis	R 285 200,00	21-Apr-26	COM	Bid document was distributed to 4 suppliers, and invitation to bid was advertised for 7 days, but only 2 bids 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
01-Apr-26	Juno Corp (Pty) Ltd	Hiring of Super Sucker Unit to remove sewerage	R103 612,70	INF	It is imperative that we deviate from the prescribed Supply Chain Management policy due to an urgent and unforeseen circumstance threatening public health and safety. The breakdown of our internal sewer truck, which cannot be repaired immediately, has severely limited our capacity to respond to the risk of sewer overflow at residential properties. This situation presents a significant risk of environmental contamination and potential harm to residents, making immediate intervention essential.	36(1)(a)(i) - Emergency

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	R715 738
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	R1 998
9.	Jacobus Cornelius Kouter	J. Kouter	Brother	Swellendam Municipality	-
10.	Kemanzi (Pty) Ltd	J. du Toit	Wife	Dept of Education	R50 000
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 950
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	-
Total					R769 685

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: APRIL 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						
J. van Niekerk	Funded Travel	Not indicated	Ground Works & Africa Zero Waste Hub	Research Collaborative	2026/03/17	2026/03/17

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: APRIL 2026						
TENDER NUMBER	DESCRIPTION	AWARDED TO	COMPLAINANT	DATE RECEIVED	OUTCOME	OUTCOME DATE
SMT23-25-26	Clearing of Illegal Dumping for a 3-year period	BSM Contractors	Grace Power Solutions (Pty) Ltd	2026/03/09	Resolved	2026/04/09
SMT22-25-26	Construction of the Railton Links Community Walkway: Phase 2	Nkutwala Construction	Lehlogonolo La Modimo Group	2026/04/02	Resolved	2026/04/10
SMQ52-25-26	Supply and Delivery of Sewer Inspection Cameras and Fire Hose Pressure Testers	Memotek Trading CC	Denzil De Klerk Builders	2026/04/03	Resolved	2026/05/06

For all the objections stated above, the bidders did not pay the objection fees. This may be because the bidders realised that they do not have sufficient grounds to object.

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
Infrastructure Services	None	None
Community Services	None	None