

SUPPLY CHAIN MANAGEMENT POLICY IMPLEMENTATION REPORT

District:	Xhariep
Name of Municipality:	Letsemeng
Name of Municipal Entity/ Entities:	None
Reporting Date:	31 December 2018
Contact Information	
Name of Chief Financial Officer:	Mr Sithembile Tooi
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Name of Accounting Officer:	Mr TL Mkhwane
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SUPPLY CHAIN MANAGEMENT POLICY IMPLEMENTATION REPORT

ACCOUNTING OFFICER'S LETTER

for the quarter ended 31 December 2018

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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: 07/01/2019

Accounting Officer/ Muncipal Manager

Date: 07/01/201

SUPPLY CHAIN MANAGEMENT	MENT				
District:	Xhariep	Municipality:	Letsemeng	Reporting Date:	31 December 2018
ESTABLISHMENT OF SCM					
Area Ref.	Background	STRUCTURE	FILLED	VACANT	COMMENTS
1 SCM Reg 7	Is there a dedicated and functional supply chain management (SCM) unit?	Yes , They functional supply chain management unit it exist but consist of 3 permanent employees the SCM Manager , Supply chain practicioner and the procurement clerk	The SCM Manager position was filled on the 01 December 2015 and The SCM Practitioner 19 June 2017, The Procurement Clerk 01 June 2017	EA	Capacity in supply chain management unit has been adressed two employee has been appointed .
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 the policy has been approved and adopted by council on the 28 of June 2018 and it was implemented on the 1st of July 2018	28-Jun-18	N/A	None
DEMAND MANAGEMENT					
Area Ref.	Background	IS THERE AN APPROVED PROCUREMENT PLAN IN PLACE (Y/N)	DATE OF APPROVAL	IF NOT, REASONS THEREOF	COMMENTS
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.	Yes	01/08/ 2018	N/A	None
ACQUISITION MANAGEMENT	ENT				
Area Ref.	Background	LAST REVIEW DATE	NEXT REVIEW DATE	NUMBER OF REGISTERED SUPPLIERS	COMMENTS
4 SCM Reg14	Functional list of accredited prospective providers of goods and services maintained and used for verbal quotations and formal written price quotations.	No longer use the list of prospective supplier but using the central supplier database (CSD)	N/A	N/A	100% of Suppliers including SMMES in letsemeng are registered on CSD, The process is still ongoing to the new service provider.
BID COMMITTEES					

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0	Area	DEVIATIONS FI		1	Area	REGULATION		Area	CIDB			J.	Area
MFMA Reg 36	Ref.	DEVIATIONS FROM PROCUREMENT PROCESSES	None	MFMA Reg 32	Ref.	REGULATION 32 CONTRACTS	CIDB Regulations, Regulation 18(1) & 18(1A)	Ref.		SCM Reg 29	SCM Reg 28	SCM Reg 27	Ref.
Deviations from the procurement processes approved by the accounting officer.	Background	IT PROCESSES	None	Procurement of goods and services under a contract secured by another organ of state.	Background		Registration of construction works contracts above R200 000 in the CIDB register of projects.	Background		Bid Adjudication Committee appointed composed of at least four senior managers of the municipality.	Bid Evaluation Committee appointed.composed of at least one SCM practitioner of the municipality.	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.	Background
	DESCRIPTION		None		DESCRIPTION			REGISTRATION WITI					вір соміміт
	SUPPLIER		None		SUPPLIER		NO	REGISTRATION WITH CIDB'S ITENDER (Y/N)		Yes	Yes	Yes	BID COMMITTEE IN PLACE (Y/N)
	AMOUNT		None		AMOUNT		None	PROJECTS REGISTERED		Sithembile Tooj, Chere Makhoba, Tsietsi Deeuw, Dineo Motlogelwa	Leonard Manwele, Mpho Tsoene, Sekgomotso Qwelani, Lerato Singonzo, Andrew Visagie, Maedward Phiri	Christinah Moloj ,Mpho Tsoene,Lebogang Leeuw,Sphiwe Phithi	NAMES OF MEMBERS
	UPLOADING ON THE WEBSITE (Y/N)		None		NOITUTITSNI		None	IF NOT, REASONS THEREOF		CFO(Chairperson), Director Community Services (Member), Director Corporate services (Member), Technical Service Director (Member)	SCM Manager (Chairperson),Pmu Technician(Member),HR Manager(Member),Revenue Manager (Member),IDP Manager (Member),Scm Practitioner (Member)	Assets Practitioner, Senior PMU Technician, Skills development Officer , LED Officer .	DESIGNATIONS
	COMMENTS		None		COMMENTS		None	COMMENTS		4 Senior Managers (Directors) has been appointed for adjudication .	Evaluation Committee consists of Chairperson and 5 Members, The new Evaluation Committee were appointed on the 1 July 2018	Only one chairperson and three members has been appointed. The new Specific Committee were appointed on the 01 July 2018	COMMENTS

Ref. SCM Reg 50 DNTRACTS	ISPUTES Area Ref. SCM Reg 50 CTIVE CONTRACTS	Area Ref. MFMA Reg 40 NITRACT AND PERFORMANCE IV SPUTES Area Ref. SCM Reg 50 CTIVE CONTRACTS	SPOSAL MANAGEMENT Area Ref. MIFMA Reg 40 NITRACT AND PERFORMANCE IV SPUTES SCM Reg 50 CTIVE CONTRACTS	SPOSAL MANAGEMENT Area Ref. MFMA Reg 40 MFMA Reg 50 SCM Reg 50 CTIVE CONTRACTS
Background Resolution of SCM related disputes.	Assets disposal. MANAGEMENT Background Resolution of SCM related disputes.	SCM rela	SCM rela	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 co advantages for the municipality? Background Assets disposal. Background Resolution of SCM related disputes.
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CONTRACT NUMBER	A List of all rendandent and absolet items are recorded and kept separately within the stores to be disposed.	A List of all rendandent and absolet items are recorded and kept separately within the stores to be disposed.	ASSET(S) DISPOSED A list of all rendandent and absolet items are recorded and kept separately within the stores to be disposed.	
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	Auction		Auction	Auction
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	Employees and Community	BENEFICIARY Employees and Community	BENEFICIARY Employees and Community	No BENEFICIARY Employees and Community
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