

LEPHALALE

LOCAL Municipality



**REQUEST FOR QUOTATION REPORT AS
AT 31 DECEMBER 2021**

ITEM A25/2022[1]

REQUEST FOR QUOTATIONS (RFQ) FROM THE 1ST JULY 2021 TILL 31 DECEMBER 2021

8/1/1

COUNCIL: 28 JANUARY 2022

RESOLVED

1. That the Request for Quotations (RFQ) report for the period 1 July 2021 to 31 December 2021 be noted.
2. That the Request for Quotation (RFQ) processes should be completed in line with SCM turnaround times policy.
3. That the report be referred to MPAC for further scrutiny.

CFO

ITEM A25/2022[1]**REQUEST FOR QUOTATIONS (RFQ) FROM THE 1ST JULY 2021 TILL 31 DECEMBER 2021**

8/1/1

EXCO: 25 JANUARY 2022**REPORT OF THE CHAIRPERSON OF THE PORTFOLIO COMMITTEE OF GOVERNANCE, ADMINISTRATION, BUDGET AND TREASURY****1. PURPOSE**

The purpose of this report is to inform Council about the RFQ progress for the period starting from the 1st July 2021 to 31 December 2021 in terms of Section 6 (3) of SCM regulations as per the paragraph below.

2. LEGAL REQUIREMENTS

- Municipal Finance Management Act 56 of 2003
- National Treasury Regulations
- Lephalale Local Municipality Supply Chain Policy
- Municipal Supply Chain Regulation 868 of 2005

3. BACKGROUND

Section 6 of the Local Government: Municipal Finance Management Regulations (Published in terms of Act No. 56 of 2003) stipulates that the Council of a Municipality and the Board of Directors of a Municipal entity must maintain Oversight over the implementation of the Supply Chain Management policy.

The Lephalale Municipality has initiated weekly meeting to monitor implementation of procurement plans and fast tracking projects as an endeavour to accelerate service delivery.

For 2021/22 Financial year **twenty two (22) projects** went through the procurement processes and are at the different stages, (advert, evaluation and Approval).

- Four Sixteen (16) Projects were finalised, and the service providers were appointed.
- Two (2) Project has been cancelled
- Four (4) projects evaluated and referred for re-advertised

3.1 CHALLENGES

None responsive of the bids by Local suppliers.

3.2 WAY FORWARD

LED Division in collaboration with SCM coordinated Municipal supplier's Training Session to educate Suppliers on how to complete SCM bid documents and all related compliance matters for doing business with government or its entity. This objective of the initiative was to improve the response of Local suppliers to do Business with the Municipality. Training took place in second quarter of 2021-2022 financial year.

The procurement plan must be monitored on monthly basis to fast track the procurement process.

4. STAFF IMPLICATIONS

None

5. FINANCIAL IMPLICATIONS

All RFQ's has been provided for in the 2021/2022 Budget.

6. OTHER PARTIES CONSULTED

Management & Portfolio Committee

7. ATTACHMENTS

RFQ report for 1 July 2021 to 31 December 2021 is attached as an **ANNEXURE.**

RECOMMENDED

1. That the Request for Quotations (RFQ) report for the period 1 July 2021 to 31 December 2021 be noted.
2. That the Request for Quotation (RFQ) processes should be completed in line with SCM turnaround times policy.

RFQ SUMMARY REPORT AS AT 31 DECEMBER 2021

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Annexure

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ANNEXURE

Reference No	Quotation No RFQ-month-number)	Description	Advert date	Closing date	Evaluation	Awarded to Bidder	Amount Exc Vat
2/2/2-19454	RFQ.CORP.07.01	Appointment of General Medical Practitioner for a period of 12 Months on as and when required.	05/07/2021	13/07/2021	16/07/2021	Dr. A.T. Sadiki Inc	R1 300.00
8/1/2-19878	RFQ.FIN.07.02	Appointment of suitable service provider for independent review of Annual Financial Statements	07/07/2021	13/07/2021	20/07/2021	MNB Chartered Accountants	R131 172.00
6/2/2/5	RFQ.CORP.07.03	Appointment of a service provider for database server (HP Proliant DL20 Gen10).	12/07/2021	19/07/2021	20/07/2021	Monene ICT Solutions and Projects (Pty)	R78 500.00
2/2/3	RFQ.FIN.07.04	Supply, delivery and off-loading of various electrical components/items for Lephalale Municipality.	29/07/2021	05/08/2021	11/08/2021	Sharen General Trading	R99 845.70
17/8/4-20070	RFQ.SS.08.05	Supply, delivery and off-loading of 500 Magnifera Indica species.	02/08/2021	10/08/2021	11/08/2021	Jerry Trading and Enterprise	R43 000.00
15/1/7-20252	RFQ.STR.09.06	Editing, printing, supply and delivery of the IDP and Budget document for year 2021/2022	08/09/2021	16/09/2021	21/09/2021	Msmiley (Pty) Ltd	R118 500.00
15/1/7-20367	RFQ.STR.09.07	Editing, printing, supply and delivery of the Annual report for year 2019/2020 and SDBIP document for year 2021/2022	08/09/2021	16/09/2021	21/09/2021	Msmiley (Pty) Ltd	R120 200.00



RFQ SUMMARY REPORT AS AT 31 DECEMBER 2021

1/4/1/38-20420	RFQ.CORP.09.08	Supply, delivery and offloading of COVID-19 PPE's	08/09/2021	16/09/2021	21/09/2021	Tiro M and sons	R160 500.00
20144 – (7/1/1/2/1)	RFQ.INF.09.09	Comb and Thatch an 80mm layer of a new grass over existing roof at Municipal Lapa (Civic centre building)	16/09/2021	23/09/2021	29/09/2021	Level up breakthrough Services and Supply	R 119 600.00
2/2/3	RFQ.BTO.09.10	Supply, delivery and off-loading of various cables for Lephalale Municipality.	21/09/2021	28/09/2021	07/10/2021	Cancelled	Cancelled
16/1/2/4-20617	RFQ.INF.09.11	Supply, delivery and off-loading of ten (10) x 10 000L JOJO Tanks for water distribution	23/09/2021	30/09/2021	01/10/2021	RWS trading enterprise	R 149 838.00
16/5/2/1-20240	RFQ.INF.10.12	Pumping and sucking out sewer in various municipal sites for the period not exceeding 11 Months	05/10/2021	13/09/2021	03/11/2021		Re-advert
12/2/1/45/3-20644	RFQ.STR.10.13	The design, printing, supply, delivery and offloading of 50 A4 and 45 A5 Diaries for 2022 Financial Year	06/10/2021	14/10/2021	25/10/2021	Raluka Enterprise (Pty) Ltd	R 79 750.00
2/2/3	RFQ.BTO.10.14	Supply, delivery and off-loading of streetlights for Lephalale Municipality.	08/10/2021	14/10/2021	02/11/2021	Lehuna Engineering	R170 000.00
1/4/1/38-20859	RFQ.CORP.10.15	Appointment of suitable service provider for Training of Occupational Health and Safety (OHS)	20/10/2021	27/10/2024	27/10/2021	Non-award	Re-advert

RFQ SUMMARY REPORT AS AT 31 DECEMBER 2021

1/1/1/- 1969	RFQ.CORP.10.16	Appointment of suitable service provider for the conference package for 40 people.	21/10/2021	27/10/2021	Cancelled	Cancelled	Cancelled					
1/2/5-20977	RFQ.CORP.10.17	Supply and delivery of Local Government Library Books for the Councillors	02/11/2021	09/11/2021	10/11/2021	Sons of Africa Holding	R 84 510.00					
4/1/38-20859	RFQ.CORP.10.15 (Re-Advert)	Appointment of suitable service provider for Training of Occupational Health and Safety (OHS)	08/11/2021	15/11/2021	16/11/2021	Non-award	Re-advert					
4/2-21122	RFQ.CORP.11.16	Hiring of venue for 5 days and provision of catering for the integrated council induction programme.	19/11/2021	26/11/2021	02/12/2021	Kabe-Tebo Construction and Event Management Pty Ltd	R110 175.00					
2/2/5-17532	RFQ.CORP.11.17	Renewal of Esset Endpoint Antivirus license	25/11/2021	02/12/2021	07/12/2021	Lehuna Engineering Services	R79 000.00					
2/2/5-17533	RFQ.CORP.11.18	Veeam and VMware Protection virtualized workloads licence	25/11/2021	02/12/2021	07/12/2021	Re-advert	Re-advert					
1399-(15/1/7, 2/8/1)	RFQ.STR.12.19	Supply, delivery and offloading of groceries for 300 Senior Citizens (Elderly)	15/12/2021	21/12/2021	24/12/2021	Matsoma and Sons (pty) ltd	R196 500.00					