

01 January 2024 - 31 January 2024														
Row Number	Type	Order Number	Date	Supplier Code	Supplier Name	Order Description	Original Awarded Amount	Original Order (Excluding VAT)	Invoiced for the Month (Excluding Vat)	Invoiced to Date (Excluding VAT)	Outstanding Amount	Primary Directorate	Comments	Reason
Column Reference	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	D	10491	20240104	5835	IGNITE ADVISORY SERVICES	SDBIP User fees Ignite	R 828 846,00	R 12 830,40	R 12 830,40	R 12 830,40	R -	Integrated Development Planning	Krnsna Municipality is currently implementing an Organisational Wide Performance Management System, including related services capable of assisting with the overall achievement of the municipality vision. The Performance Management system of Krnsna Municipality is aligned to its priorities, objectives performance indicators and targets are reflected in the Integrated Development Plan, as set out in the Local Government Municipal Systems Act, Act 32 of 2000 and regulations on performance management. The Performance Management System of Krnsna Municipality is at this stage grouped into two integrated and dependent parts n; Organisational Performance Management and performance of Section 56/57 Managers. A third component of Individual Performance Management is to be implemented and added as part of the overall Performance Management system of Krnsna Municipality. Krnsna Municipality's Performance Management System is currently rolled out using the services of Ignite, which has been set-up in the organisation Information Management System to date. To ensure continuity of the current services provided by Ignite, the request is to extend the services of Ignitefor the financial year. This is also done against the background of the organisation gearing itself for the roll-out and implementation of Individual Performance Management. Krnsna Municipality will towards the 4th quarter of the financial year formally source the provision of services of a completely integrated Performance Management System Services provider which will then be inclusive of all three components. The current SCM policy does not make provision for the services and therefore the SCM policy will be amended to provide for PMS services as a statutory payment, because all municipalities will be required to procure for PMS services.	Exceptional Case
2	D	10492	20240104	5835	IGNITE ADVISORY SERVICES	Comply User Fees	R 828 846,00	R 6 860,00	R 6 860,00	R 6 860,00	R -	Integrated Development Planning	Krnsna Municipality is currently implementing an Organisational Wide Performance Management System, including related services capable of assisting with the overall achievement of the municipality vision. The Performance Management system of Krnsna Municipality is aligned to its priorities, objectives performance indicators and targets are reflected in the Integrated Development Plan, as set out in the Local Government Municipal Systems Act, Act 32 of 2000 and regulations on performance management. The Performance Management System of Krnsna Municipality is at this stage grouped into two integrated and dependent parts n; Organisational Performance Management and performance of Section 56/57 Managers. A third component of Individual Performance Management is to be implemented and added as part of the overall Performance Management system of Krnsna Municipality. Krnsna Municipality's Performance Management System is currently rolled out using the services of Ignite, which has been set-up in the organisation Information Management System to date. To ensure continuity of the current services provided by Ignite, the request is to extend the services of Ignitefor the financial year. This is also done against the background of the organisation gearing itself for the roll-out and implementation of Individual Performance Management. Krnsna Municipality will towards the 4th quarter of the financial year formally source the provision of services of a completely integrated Performance Management System Services provider which will then be inclusive of all three components. The current SCM policy does not make provision for the services and therefore the SCM policy will be amended to provide for PMS services as a statutory payment, because all municipalities will be required to procure for PMS services.	Exceptional Case
3	D	10493	20240104	5835	IGNITE ADVISORY SERVICES	Comply User Fees INV0005091	R 828 846,00	R 6 860,00	R 6 860,00	R 6 860,00	R -	Integrated Development Planning	Krnsna Municipality is currently implementing an Organisational Wide Performance Management System, including related services capable of assisting with the overall achievement of the municipality vision. The Performance Management system of Krnsna Municipality is aligned to its priorities, objectives performance indicators and targets are reflected in the Integrated Development Plan, as set out in the Local Government Municipal Systems Act, Act 32 of 2000 and regulations on performance management. The Performance Management System of Krnsna Municipality is at this stage grouped into two integrated and dependent parts n; Organisational Performance Management and performance of Section 56/57 Managers. A third component of Individual Performance Management is to be implemented and added as part of the overall Performance Management system of Krnsna Municipality. Krnsna Municipality's Performance Management System is currently rolled out using the services of Ignite, which has been set-up in the organisation Information Management System to date. To ensure continuity of the current services provided by Ignite, the request is to extend the services of Ignitefor the financial year. This is also done against the background of the organisation gearing itself for the roll-out and implementation of Individual Performance Management. Krnsna Municipality will towards the 4th quarter of the financial year formally source the provision of services of a completely integrated Performance Management System Services provider which will then be inclusive of all three components. The current SCM policy does not make provision for the services and therefore the SCM policy will be amended to provide for PMS services as a statutory payment, because all municipalities will be required to procure for PMS services.	Exceptional Case
4	D	10496	20240109	8502	NEDBANK BUSINESS BANKING	Fuel Bulk Order	R450 000 per week	R 1 000 000,00	R 1 000 000,00	R 1 000 000,00	R -	Infrastructure Services	The Municipality acknowledges the crucial role played by a fuel management contract in facilitating effective service delivery. In light of this, a tender for procuring a fuel card management system was publicly advertised on March 17th 2023. Unfortunately, upon evaluation no tenders were received from accredited financial servicesproviders for this specific requirement, leading to the cancellation of the tender. In consideration that accredited financial services providers did not submit tenders, the user department (Fleet Management) in conjunction with the finance department, has engaged in further discussions with the standard bank currently holding the existing long term contract tender T69 of 2020/21 - Provision of banking services for a period of five years with effect from 1 July 2022 until 30 June 2027. The previous tender, T01 of 2016/17, for the provision of banking services, which was granted to Nedbank, included fuel card management system as part of its scope. However, in the advertisement for tender T69/2020/21, the banking services for a five-year duration starting from July 1, 2022, until June 30, 2027, the fuel card management system was not covered with an intention to incorporate fuel card management system by engaging local fuel stations. The aim was to enhance the monitoring of feul card system and usage. Unfortunately, none of the local fuel stations expressed interest in the fuel management contract due to the cash flow demands associated with the tender. In order to ensure the uninterrupted provision of services, the Council has granted an extension of the current contract until December 31, 2023. Following extensive deliberation and confirmation, the Municipality has officially publicised a notice amending the existing long-term contract, specifying the closing date for comments as 13:30 on Friday, December 15, 2023. The reasons for the above are: The potential consequences for the Municipality's ability to effectively manage routine service delivery in Krnsna could be detrimental. It is crucial that we take the necessary steps to ensure the provision of essential services to our community. Ensuring a seamless and effective service delivery is paramount for the Municipality, and the successful implementation of a fuel management agreement is pivotal in attaining this objective. The failure to execute this agreement would undeniably disrupt service delivery, inconveniencing Greater Krnsna residents and tourists. Promptly addressing this issue is imperative, especially since the Council is currently in recess, making it unfeasible to request an extension. During our meeting with Standard on December 19th, 2023, they communicated their inability to establish the required facility before January 1st, 2024. This setback was attributed to business closure and unforeseen administrative challenges. This highlights the critical need to urgently find a solution to ensure uninterrupted service delivery. Hence the Electrical and Mechanical services is applying for the deviation for an extension of tender T01 of 2016/17 - Provision of banking services - Fuel management for a period of two (2) months until 28 February 2024.	Exceptional Case

5	D	10497	20240110	11317	ABSA BANK	ABSA CDI NOV 2023	R 119 592,00	R 4 776,38	R 4 776,38	R 4 776,38	R -	Financial Services	The municipality with the new banking tender embark on a process to ensure that all deposits made into the bank account can be identified. In terms of Section 64 (2)(Revenue Management) of the Municipal Finance Management Act, Act of 2003; " the municipality has and maintains a management, accounting and information system which - (i) Recognises revenue when it is earned; (ii) Accounts for debtors; and (iii) Accounts for receipts of revenue". The introduction of the POPI act made the tracing of deposits difficult, because the banks no longer are able to provide contact details of the depositor without their approval. The initial thought was that the current bank provider (Standard Bank) through the banking tender will be able to provide this service, however with the implementation of the new tender it became evident that the municipality need to engage all banks to secure this service. The CDI (Company Deposit Identifier) service is a unique service provided by all banking institutions and therefore the municipality will not be able to secure services through the normal SCM process. In order for the municipality to ensure that all deposits are identified and to comply to section 62 (2)(e) of the MFMA, it is imperative to ensure that the CDI are loaded with all major banks. The current SCM policy does not make provision for the services and therefore the SCM policy will be amended to provide for CDI services as a statutory payment, because all major banks will form part of the procurement for CDI services.	Exceptional Case
6	D	10499	20240110	11389	WASTE CARRIERS(PTY)LTD	Transportation of Waste to PetroSA - Pre Directive	R 776 340,00	R 776 340,87	R 776 340,87	R 776 340,87	R -	Community Services	Knysna Municipality transport waste to Mosselbay on a daily basis to the Regional Landfill Site. Waste is transported by road in container bins by means of a hook lift truck. In order to have sufficient containers available, two trips per day are needed since the Waste Transfer Station does not have floor space available for temporary storage. The facility is at a stage whereby daily repairs is being undertaken due to: 1. The huge increase in waste volumes over the festive season, 2. The conveyor belt is unable to take move waste 7 days a week into container bins - Conveyor belt gave major problems in December dated 17 - 23 December 2023 as well as 29 - 30 December 2023 which created a backlog of waste being left outside the transfer station (photo evidence of the current state included) - In the event of a mechanical failure at the waste transfer station waste need to be transported in compactor trucks to PetroSA meaning that this create a backlog of domestic waste uncollected in residential areas. The municipality hook lift truck is currently functional however, with the incoming waste and the backlog experienced over the past few weeks the team is unable to work on the accumulative waste outside the facility. RFQ294/2023/24: Provision of waste transportation - Rental of a hook lift truck as and when needed was advertised and a successful bidder (Waste Carriers) was appointed and quoted R4 720,00 val exclusive per container and transporting a minimum of six (6) containers per day to PetroSA Landfill site (supporting documents attached). The department further experienced challenges with mechanical failures on refuse compactors which added to the delays in terms or refuse collection. The Waste Transfer Station is currently bursting out of its seams and no floor space available for compactors to dump and it is a health hazard at the moment. For this reason the requests are: 1. to use the current service provider, Waste Carriers that was appointed on RFQ294/2023/24 with the same rate of R4 720,00 per container to transport waste to PetroSA landfill site for 6 weeks. 2. to acquire the rental of an additional hook lift truck for two (2) weeks. 3. Load - since the waste is not within the waste compactors and outside the facility provision will need to be made for a machine to load the waste at a rate of R895 p/h totaling R96 660,00 excl VAT. (Not part of the RFQ bill of quantities). With the above mentioned equipment: Hooklift truck and loader. Both facilities of Knysna Waste Transfer Station and the Sedgfield recycling facility can be cleared from stored waste. Knysna Municipality received numerous complaints from the public as well as from The Department of Environmental Affairs and development planning on the accumulated waste outside the two facilities and need to action remedial steps to ensure compliance to waste conditions. A current pre-directive with an action plan is still enforceable - note to prevent action against the Accounting Officer the above steps need to be implemented to ensure compliance with the Waste Act. T15 of 2023/24 - Provision of Waste Transportation Service between waste disposal facility for Knysna Municipality for a period of 36 months. Tender closed 25 Oct 2023. Current status: Tender served before the Bid Adjudication Committee for consideration of award - tender referred back for clarity on price in December 2023.	Exceptional Case
7	D	10500	20240111	11317	ABSA BANK	CDI DEC 2023 ABSA FEES	R 119 592,00	R 4 269,34	R 4 269,34	R 4 269,34	R -	Financial Services	The municipality with the new banking tender embark on a process to ensure that all deposits made into the bank account can be identified. In terms of Section 64 (2)(Revenue Management) of the Municipal Finance Management Act, Act of 2003; " the municipality has and maintains a management, accounting and information system which - (i) Recognises revenue when it is earned; (ii) Accounts for debtors; and (iii) Accounts for receipts of revenue". The introduction of the POPI act made the tracing of deposits difficult, because the banks no longer are able to provide contact details of the depositor without their approval. The initial thought was that the current bank provider (Standard Bank) through the banking tender will be able to provide this service, however with the implementation of the new tender it became evident that the municipality need to engage all banks to secure this service. The CDI (Company Deposit Identifier) service is a unique service provided by all banking institutions and therefore the municipality will not be able to secure services through the normal SCM process. In order for the municipality to ensure that all deposits are identified and to comply to section 62 (2)(e) of the MFMA, it is imperative to ensure that the CDI are loaded with all major banks. The current SCM policy does not make provision for the services and therefore the SCM policy will be amended to provide for CDI services as a statutory payment, because all major banks will form part of the procurement for CDI services.	Exceptional Case
8	D	10501	20240112	11241	SECURITY CONSORTIUM SA	GAURDING DECEMBER 2023	R 9 138 156,00	R 1 771 407,68	R 1 771 407,52	R 1 771 407,52	R -	Community Services	The current security services provider Security Consortium cc agreement will cease on 30 October 2023 and to ensure uninterrupted service delivery, this submission is therefore, made to the Office of the Municipal Manager. Following the cancellation of the security tender by the Bid Adjudication Committee (BAC) as per the minutes of the BAC dated 30 August 2023. The cancellation subsequently necessitated that new tender process will have to be initiated to ensure that critical municipal infrastructure are secured adequately secured and protected. The cancellation of the Tender as mentioned therefore warrants an extension of the current service provider that was appointed as per the appointment letter hereto attached. The current service provider has been appointed following Council Resolution SC/07/06/23. Due to the turnaround time for the appointment of a service provider through the tender process, a deviation is required to ensure that the critical municipal infrastructure is secured and well protected. Failure to procure sufficient security for the municipal infrastructure and property may lead to an increase in vandalism and theft, which ultimately lead to a collapse in service delivery. The User Department is of the view that the appointment of a new service provider through a competitive bidding process may take upto six (6) months. This would include the duration of the advertisement, evaluation, award and appeals period. During this period, it is of utmost importance that the critical infrastructure and municipal property are secured and protected. In order to reduce the security services costs the Office of the Director will negotiate reduced rates with the current service provider Security Consortium SA cc. This will ensure that the Municipality receives value for money in the provision of security services. The attached memorandum requests the Municipal Manager to appoint the current service provider for a period of six (6) months commencing from 01 November 2023 until 30 April 2023. It must be noted that the non-approval of the proposed deviation and any subsequent expenditure on security service will result in irregular expenditure.	Exceptional Case
9	D	10502	20240115	10970	MOORE CONSULTING SOUTHERN CAPE(PTY)LTD	T51/2022/23:GRAP ACC SUPP- 31 OCTOBER 2023	Rate-based	R 9 600,00	R 9 600,00	R 9 600,00	R -	Financial Services	Knysna Municipality initiated a procurement process to acquire GRAP-compliant Accounting Services however, the process is not yet finalised. The Bid Adjudication Committee did not support the recommendations of the Bid evaluation Committee and decided to cancel the tender. The matter was thereafter escalated to the Municipal Manager whom then decided that the tender should be awarded. The award is however still in the appeal process. It is envisaged that the appeal process will not be finalised in time to ensure that services are rendered by the stipulated timeframes. Unnecessary time delays emanating from the above now necessitates a deviation from normal procurement processes. The Annual Financial Statements must be prepared in accordance with the MFMA and GRAP Standards, which includes any interpretations, guidelines and directives issued by the Accounting Standards Board. The compilation of the Annual Financial Statements is specialised in nature and currently, the Municipality does not have sufficient internal capabilities to perform such high-level functions. For several recurring years, the compilation of the Annual Financial Statement to was performed by the Mubeko Consortium, resulting in repetitive favourable audit outcomes. To maintain this trend, in addition to the Mubeko Consortium securing the new tender, it is only logical and practical to secure their services through a deviation until such time that the tender is contractually effective. It is envisaged that the new contract will be effective from 01 September 2023. A deviation is therefore required until 31 August 2023. The Mubeko Consortium possesses the relevant background, knowledge, skills and expertise to render the applicable services required in relation to the compilation of the 2023 Annual Financial Statements. GRAP related Accounting support and the Unbundling of Assets. The new tender is rate based. It is therefore difficult to estimate the total cost of this deviation. Spending will however be managed to be in accordance with the budget allocation.	Exceptional Case

10	D	10503	20240115	10970	MOORE CONSULTING SOUTHERN CAPE(PTY)LTD	T51/2022/23:GRAP ACC. SUPP-30 SEPT 2023	Rate-based	R 4 060,00	R 4 060,00	R 4 060,00	R -	Financial Services	Knysna Municipality initiated a procurement process to acquire GRAP-compliant Accounting Services however, the process is not yet finalised. The Bid Adjudication Committee did not support the recommendations of the Bid evaluation Committee and decided to cancel the tender. The matter was thereafter escalated to the Municipal Manager whom then decided that the tender should be awarded. The award is however still in the appeal process. It is envisaged that the appeal process will not be finalised in time to ensure that services are rendered by the stipulated timeframes. Unnecessary time delays emanating from the above now necessitates a deviation from normal procurement processes. The Annual Financial Statements must be prepared in accordance with the MFMA and GRAP Standards, which includes any interpretations, guidelines and directives issued by the Accounting Standards Board. The compilation of the Annual Financial Statements is specialised in nature and currently, the Municipality does not have sufficient internal capabilities to perform such high-level functions. For several recurring years, the compilation of the Annual Financial Statements was performed by the Mubesko Consortium, resulting in repetitive favourable audit outcomes. To maintain this trend, in addition to the Mubesko Consortium securing the new tender, it is only logical and practical to secure their services through a deviation until such time that the tender is contractually effective. It is envisaged that the new contract will be effective from 01 September 2023. A deviation is therefore required until 31 August 2023. The Mubesko Consortium possesses the relevant background, knowledge, skills and expertise to render the applicable services required in relation to the compilation of the 2023 Annual Financial Statements, GRAP related Accounting support and the Unbundling of Assets. The new tender is rate based. It is therefore difficult to estimate the total cost of this deviation. Spending will however be managed to be in accordance with the budget allocation.	Exceptional Case
11	D	10505	20240117	8502	NEDBANK BUSINESS BANKING	Fuel Bulk Order	R450 000 per week	R 1 000 000,00	R 1 000 000,00	R 1 000 000,00	R -	Infrastructure Services	The Municipality acknowledges the crucial role played by a fuel management contract in facilitating effective service delivery. In light of this, a tender for procuring a fuel card management system was publicly advertised on March 17th 2023. Unfortunately, upon evaluation no tenders were received from accredited financial services providers for this specific requirement, leading to the cancellation of the tender. In consideration that accredited financial services providers did not submit tenders, the user department (Fleet Management) in conjunction with the finance department, has engaged in further discussions with the standard bank currently holding the existing long term contract tender T69 of 2020/21 - Provision of banking services for a period of five years with effect from 1 July 2022 until 30 June 2027. The previous tender, T01 of 2016/17, for the provision of banking services, which was granted to Nedbank, included fuel card management system as part of its scope. However, in the advertisement for tender T69/2020/21, the banking services for a five-year duration starting from July 1, 2022, until June 30, 2027, the fuel card management system was not covered with an intention to incorporate fuel card management system by engaging local fuel stations. The aim was to enhance the monitoring of fuel card system and usage. Unfortunately, none of the local fuel stations expressed interest in the fuel management contract due to the cash flow demands associated with the tender. In order to ensure the uninterrupted provision of services, the Council has granted an extension of the current contract until December 31, 2023. Following extensive deliberation and confirmation, the Municipality has officially publicised a notice amending the existing long-term contract, specifying the closing date for comments as 13:30 on Friday, December 15, 2023. The reasons for the above are: The potential consequences for the Municipality's ability to effectively manage routine service delivery in Knysna could be detrimental. It is crucial that we take the necessary steps to ensure the provision of essential services to our community. Ensuring a seamless and effective service delivery is paramount for the Municipality, and the successful implementation of a fuel management agreement is pivotal in attaining this objective. The failure to execute this agreement would undeniably disrupt service delivery, inconveniencing Greater Knysna residents and tourists. Promptly addressing this issue is imperative, especially since the Council is currently in recess, making it unfeasible to request an extension. During our meeting with Standard on December 19th, 2023, they communicated their inability to establish the required facility before January 1st, 2024. This setback was attributed to business closure and unforeseen administrative challenges. This highlights the critical need to urgently find a solution to ensure uninterrupted service delivery. Hence the Electrical and Mechanical services is applying for the deviation for an extension of tender T01 of 2016/17 - Provision of banking services - Fuel management for a period of two (2) months until 28 February 2024.	Exceptional Case
12	D	10506	20240118	5468	DEON & CARINA BOSHOFF	Rent for Office Space HR Building - Deon & Carina Boshoff	R 78 648,38	R 68 389,90	R 68 389,90	R 68 389,90	R -	Corporate Services	Two sections of the Concillium Building on Erf 2984, Knysna, owned by Deon & Carina Boshoff were previously leased by the Knysna Municipality by virtue council resolutions to accommodate the following: (a) Our Human Resource Department who is currently using a portion of Concillium Building for office space; and (b) The Knysna Municipality is also leasing office space for Garden Route District Municipality's Health Department in lieu of Knysna Municipality occupying Garden Route District Municipality's offices on Erf 2790, Knysna. During 2019, the administration commenced with a formal procurement process to obtain sufficient office space in accordance with the legislative prescripts. A tender to acquire office space commenced to ensure that a proper SCM process is followed for the renting of office space (T10/2019/20). The BAC on 31 October 2019 resolved that the bid should be cancelled on the basis that no suitable building could be found to meet the Knysna Municipality's needs. A new tender process, T48/2019/20, was advertised on 05 March 2022, where after the evaluation and adjudication commenced but was also subsequently cancelled because no suitable office space could be identified to meet the municipality's needs. At a Council meeting held on 30 March 2022, council inter alia resolved that it "approves in principle the purchasing of Erf 9762, Knysna (Woodmill Walk Building)", mandated the AMM to advertise the intended purchase of Erf 9762 for public comment and counter offers; and that a councillor workshop be arranged to discuss said purchase. Resolution C07/03/21 is enclosed hereto. On 29 June 2022, a follow up item C06/06/22 served before Council under which Council inter alia resolved that: the previous in principle approval to purchase Erf 9762 was rescinded, the proposal of the link-up of the Main Building and Finance building not be approved, that a preliminary study to construct a new office building on a portion of Erf 1342, Knysna and converting the Upper Parking Level of Checkers into office space be conducted and that a cost estimation be done in relation to temporary relocating employees currently situated in leased buildings to the proposed sites (flats, houses and tourism office). Said resolution is enclosed hereto. A new lease agreement was signed from 1 October 2022 until 30 September 2023. A deviation memo was approved from 1 July 2022 until 30 June 2023. The tender for the preliminary studies and the cost estimation is set to be cancelled which will lead to Council having to extend the lease agreement as from 1 October 2023. The municipality needs to still make use of the current leased premises, Concillium Building, to accommodate our Human Resources Department and the Garden Route District Municipality's Health Department. An order, D/10432 was allocated for the period 1 October 2023 until 31 December 2023. The anticipated move to the Knysna Mall building have been postponed for 1 Mch 2023, this move was tabled before the Municipality Council on 12 December 2023. A new order for the rental at the Concillium Building situated at Erf 2984, Knysna for January and February 2024 is thus required. Although there is not enough money budgeted for the leasing of this space under vote number 35-74-50-18-7414 (9/274-226827-241017) for the 9 months proposed, the Municipality is still making use of the offices situated at the Concillium Building and same would need to be catered for in the next adjustment budget. As indicated, various SCM processes were followed to acquire office space but no suitable building could be found that meets the needs of the Knysna Municipality. This deviation is requested for the payment of the rental as from 1 July 2023 until 30 September 2023.	Exceptional Case

13	D	10507	20240118	7518	ALBATROS PROPERTY TRUST	Rental for Old Main Rd Bldg_Dec23-Feb24	R 801 770,94	R 697 192,12	R 697 192,12	R 697 192,12	R -	Corporate Services	The Technical Services Department, Planning & Development Department and the Public Participation Unit is using the offices in the Old Main Building situated at Erf 985, Knysna, belonging to Albatros Property Trust. During 2019, the administration commenced with a formal procurement process to obtain sufficient office space in accordance with the legislative prescripts. A tender to acquire office space commenced to ensure that a proper SCM process is followed for the renting of office space (T10/2019/20). The BAC on 31 October 2019 resolved that the bid should be cancelled on the basis that no suitable building could be found to meet the Knysna Municipality's needs. A new tender process, T48/2019/20, was advertised on 05 March 2022, where after the evaluation and adjudication commenced but was also subsequently cancelled because no suitable office space could be identified to meet the municipality's needs. At a Council meeting held on 30 March 2022, council inter alia resolved that it "approves in principle the purchasing of Erf 9762, Knysna (Woodmill Walk Building)", mandated the AMM to advertise the intended purchase of Erf 9762 for public comment and counter offers; and that a councillor workshop be arranged to discuss said purchase. Resolution C07/03/21 is enclosed hereto. On 29 June 2022, a follow up item C06/06/22 served before Council under which Council inter alia resolved that: the previous in principle approval to purchase Erf 9762 was rescinded, the proposal of the link-up of the Main Building and Finance building not be approved, that a preliminary study to construct a new office building on a portion of Erf 1342, Knysna and converting the Upper Parking Level of Checkers into office space be conducted and that a cost estimation be done in relation to temporary relocating employees currently situated in leased buildings to the proposed sites (flats, houses and tourism office). Said resolution is enclosed hereto. A new lease agreement was signed from 1 October 2022 until 30 September 2023. A deviation memo was approved from 1 July 2022 until 30 June 2023. The tender for the preliminary studies and the cost estimation is set to be cancelled which will lead to Council having to extend the lease agreement as from 1 October 2023. The municipality needs to still make use of the current leased premises, Albatros Property Trust, to accommodate our Technical Services Department, Planning & Development Department and the Public Participation Unit. An order, D/10431 was allocated for the period 1 October 2023 until 31 December 2023. Albatros Property Trust have increased the rental for this period but this was not included in the previous deviation, which brought a shortfall of R36 444.14. The anticipated move to the Knysna Mall building have been postponed for 1 Mch 2023, this move was tabled before the Municipality Council on 12 December 2023. A new order for the rental at Old Main Road Building situated at ERF 985, Knysna for January and February 2024 is thus also require. There is not enough money budgeted for the leasing of this space under vote number 35-74-50-18-7414 (9/274-226827-241017) for the shortfall and 2 months proposed. The current lease agreement between Albatros Property Trust and Knysna Municipality is ending on 31 December 2023. As indicated, various SCM processes were followed to acquire office space but no suitable building could be found that meets the needs of the Knysna Municipality. The Municipality is still making use of the offices situated at the old main road building belonging to Albatros Property Trust. This deviation is requested for the shortfall for rental and for the rental for January and February 2024.	Exceptional Case
14	D	10508	20240119	9855	NOBLE SPECTATUS FUND 4	Customer Care Bldg rental_Dec23-Feb24	R 443 980,20	R 386 069,74	R 388 453,42	R 388 453,42	R -	Corporate Services	The Traffic Services of Community Services and Income Section of Finance is using the offices situated at the Old Standard Bank Building, situated on Erf 711, Knysna for the Customer Care Centre, owned by Noble Spectatus Fund 4 (Pty) Ltd. During 2019, the administration commenced with a formal procurement process to obtain sufficient office space in accordance with the legislative prescripts. A tender to acquire office space commenced to ensure that a proper SCM process is followed for the renting of office space (T10/2019/20). The BAC on 31 October 2019 resolved that the bid should be cancelled on the basis that no suitable building could be found to meet the Knysna Municipality's needs. A new tender process, T48/2019/20, was advertised on 05 March 2022, where after the evaluation and adjudication commenced but was also subsequently cancelled because no suitable office space could be identified to meet the municipality's needs. At a Council meeting held on 30 March 2022, council inter alia resolved that it "approves in principle the purchasing of Erf 9762, Knysna (Woodmill Walk Building)", mandated the AMM to advertise the intended purchase of Erf 9762 for public comment and counter offers; and that a councillor workshop be arranged to discuss said purchase. Resolution C07/03/21 is enclosed hereto. On 29 June 2022, a follow up item C06/06/22 served before Council under which Council inter alia resolved that: the previous in principle approval to purchase Erf 9762 was rescinded, the proposal of the link-up of the Main Building and Finance building not be approved, that a preliminary study to construct a new office building on a portion of Erf 1342, Knysna and converting the Upper Parking Level of Checkers into office space be conducted and that a cost estimation be done in relation to temporary relocating employees currently situated in leased buildings to the proposed sites (flats, houses and tourism office). A new lease agreement was signed from 1 October 2022 until 30 September 2023. A deviation memo was approved from 1 July 2022 until 30 June 2023. The tender for the preliminary studies and the cost estimation is set to be cancelled which will lead to Council having to extend the lease agreement as from 1 October 2023. The municipality needs to still make use of the current leased premises, Noble Spectatus Fund 4 (Pty) Ltd, to accommodate our Customer Care Centre.. An order, D/10430 was allocated for the period 1 October 2023 until 31 December 2023. Noble Spectatus Fund 4 (Pty) Ltd have increased the rental for this period but this was not included in the previous deviation, which brought a shortfall of R18 274.76. The anticipated move to the Knysna Mall building have been postponed for 1 Mch 2023, this move was tabled before the Municipality Council on 12 December 2023. A new order for the rental at the Customer Care Centre situated at Erf 711, Knysna for January and February 2024 is thus required. Although there is not enough money budgeted for the leasing of this space under vote number 35-74-50-18-7414 (9/274-226827-241017) for the 9 months proposed, the Municipality is still making use of the offices situated at the Old Standard Bank Building and said need to be catered for in the next adjustment and budget. As indicated, various SCM processes were followed to acquire office space but no suitable building could be found that meets the needs of the Knysna Municipality. This deviation is requested for the payment of the rental as from 1 October 2023 until 30 June 2024.	Exceptional Case
15	D	10513	20240130	5443	FIRST RAND BANK LIMITED	CDI FEE FNB	R 102 000,00	R 17 843,06	R 17 843,06	R 17 843,06	R -	Financial Services	The municipality with the new banking tender embark on a process to ensure that all deposits made into the bank account can be identified. In terms of Section 64 (2)(e)(Revenue Management) of the Municipal Finance Management Act, Act of 2003, " the municipality has and maintains a management, accounting and information system which - (i) Recognises revenue when it is earned; (ii) Accounts for debtors; and (iii) Accounts for receipts of revenue;". The introduction of the POPI act made the tracing of deposits difficult, because the banks no longer are able to provide contact details of the depositor without their approval. The initial thought was that the current bank provider (Standard Bank) through the banking tender will be able to provide this service, however with the implementation of the new tender it became evident that the municipality need to engage all banks to secure this service. The CDI (Company Deposit Identifier) service is a unique service provided by all banking institutions and therefore the municipality will not be able to secure services through the normal SCM process. In order for the municipality to ensure that all deposits are identified and to comply to section 62 (2)(e) of the MFMA, it is imperative to ensure that the CDI are loaded with all major banks. The current SCM policy does not make provision for the services and therefore the SCM policy will be amended to provide for CDI services as a statutory payment, because all major banks will form part of the procurement for CDI services.	Exceptional Case
16	D	10515	20240131	11383	ZKS AND NAM GENERAL TRADING	MIG: SURFACE OF GRAVEL ROADS PH2A	R 7 143 277,72	R 3 755 684,35	R 1 719 350,16	R 1 719 350,16	R 2 036 334,19	Infrastructure Services	The municipality appointed the contractor Razz Civils & Plant to surface the two streets in the Northern Areas to block paving standards. The two streets were: (1) Balle Street (Ward 8) and (2) DF Sethosa Street (Ward 8). The contractor started the project at a very low pace with clear indication that the contractor had financial challenges. It becomes apparent within three months of the contract that the contractor was financially incapable and was served with notices for poor performance. The contractor always played catch up as soon as he realised that he was going to be terminated. Such carried on until final termination in October 2023. The remaining scope which the contractor still had to perform incorporates the following: (1) Balle Street - Upper Selected Layer (G7), Subbase (C4), Kerbing & Channeling, Base (Sand), Surfacing (60mm G Block Paving); (2) DF Sethosa Street - Lower Selected Layer (G9), Upper Selected Layer (G7), Subbase (C4), Kerbing & Channeling, Base (Sand), Surfacing (60mm G block Paving). A letter of notification for abandonment of site was sent to the contractor on the 20th September 2023 with a fourteen (14) day period to remedy the situation. The contractor did not reply for a period of 14 days as contemplated in the notice of intention to terminate. A final termination was served to the contractor on the 05th October 2023. The project will be funded through the MIG remaining budget of R 7 986 516.86 and the retention of R 228 252.52. The municipality is also in a process of sourcing the performance guarantee of R 1 166 241.48 to fund the shortfall. 1. The proposed roads project is funded through the Municipal Infrastructure Grant. The grant expenditure is currently very low which may lead to stopping of a substantial amount of the grant. 2. The roads were left at lower subbase course level by the previous contractor and others at roadbed preparation. This means that the roads were left in a condition that can worsen if not urgently repaired. The cost of reconstructing the roads will escalate with time. 3. The roads are currently deteriorating due to traffic and erosion due to excessive rainfall. 4. The municipality will lose more funds by maintaining the roads. 5. The municipality is indebted to meet its local EME targets for works already tendered through the previous contractor. 6. The proposed roads are the most unsafe roads in that area with high inclines and without guard rails, abandonment of the roads may lead to serious accidents and loss of life.	Exceptional Case

						Total		R 9 522 183,84	R 7 488 233,17	R 7 488 233,17	R 2 036 334,19			
						VAT		R 1 428 327,58	R 1 123 234,98	R 1 123 234,98	R 305 450,13			
						Grand Total		R 10 950 511,42	R 8 611 468,15	R 8 611 468,15	R 2 341 784,32			

Deviation Reasons	
Emergency	0
Exceptional Case	16
Sole Supplier	0
Single Source	0

01 February 2024 - 29 February 2024														
Row Number	Type	Order Number	Date	Supplier Code	Supplier Name	Order Description	Original Awarded Amount	Original Order (Excluding VAT)	Invoiced for the Month (Excluding Vat)	Invoiced to Date	Outstanding Amount	Primary Directorate	Comments	Reason
Column Reference	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	D	10518	2024/02/05	11349	JUST BREEZE GEENRAL TRADING	Deviation Memo: hire of hooklift truck for tpt of waste to petrosa	R 708 000,00	R 342 200,00	R 342 200,00	R 342 200,00	R -	Community Services	Krnsyna Municipality transport waste to Mosselbay on a daily basis to the Regional Landfill Site. Waste is transported by road in container bins by means of a Hook Lift Truck. In order to have sufficient containers available, two trips per day are needed since the Waste Transfer Station does not have floor space available for temporary storage. The municipal hook lift truck is currently non functional due to mechanical failures - welding repairs need to be undertaken, which will take a minimum of 6-8 weeks. RFQ13/7/2023/24: Provision of waste transportation - Rental of a hook lift was advertised and a successful bidder (Just Breeze) was appointed and quoted R5 900,00 vat exclusive per container and transporting a minimum of four (4) containers per day. The Waste Management department introduced a new amended refuse collection schedule that commenced 2nd October 2023 to enhance the process of refuse collection. The challenges experienced with compactors waiting to be repaired, damages on tyres due to muddy conditions at PetroSA, delay in the issuing of orders, placed the Waste Management Department under severe pressure to collect refuse and we currently sitting with a huge backlog that needs to be caught up with. The Waste Transfer Station is currently bursting out of it seams and no floor space available for compactors to dump and it is a health hazard at the moment. For this reason the requests are: 1. To use the current service provider, Just Breeze that was appointed on RFQ13/7/2023/24 with the same rate of R5900,00 per container to transport waste to PetroSA landfill site for 6 weeks; 2. To acquire the rental of an additional hook lift. Reasons for the above are: 1. Ramcom informed the department that it will take six (weeks) for the hook lift truck to be repaired. The department cannot function without a hook lift truck as it is important to transport the containerised waste to PetroSA and if there no compacted containers are transported the waste dumped at the Waste Transfer Station cannot be compacted and becomes a health hazard. 2. The hiring of an additional truck for one (1) week is to assist to transport the already full containers stored at the Waste Transfer Station to PetroSA. Welding repairs is needed on the hooklift truck and that the vehicle cannot be used as it pose a danger to transport containers with an estimated weight of 11ton on the road. Value of a new truck = R1,9M excluding a trailer. Value of a new truck and trailer = R2,6M (Excl. VAT). Repairs on the truck in July 2023 = R166 388,64 (Excl. VAT) + R29 000 on wheel hubs in August 2023. The maintenance and service of municipal vehicle tender will soon serve at the BAC for award - in the meantime the mechanical workshop is relying on RFQ's to repair fleet. The tender specifications were approved for the transportation of containerised waste between waste disposals facilities for Krnsyna Municipality for a three (3) year period on an as and when needed basis, but this still have to follow the normal SCM processes. Although the above was approved, the Waste Station are currently under pressure to abide by the WTS Licensing conditions, The OHS Act, GRDM: Municipal Health Notices. Hence if we extend and acquire another hooklift it will place us in a better situation to adhere to the above regulations and notices.	Exceptional Case
2	D	10519	2024/02/07	5835	IGNITE ADVISORY SERVICES	Ignite iComply User Fees for Oct 2023	R 828 846,00	R 8 960,00	R 8 960,00	R 8 960,00	R -	Office of the Municipal Manager	Krnsyna Municipality is currently implementing an Organisational Wide Performance Management System, including related services capable of assisting with the overall achievement of the Municipality vision. The Performance Management system of the Krnsyna Municipality is aligned to its priorities, objectives performance indicators and targets as reflected in the Integrated Development Plan, as set out in the Local Government Municipal Systems Act, 32 of 200 and regulations on performance management. The Performance Management System of Krnsyna Municipality is ad this stage grouped into two integrated and dependent parts nI, Organisational Performance Management and Performance of Section 56/57 Managers. A third component of Individual Performance Management is to be implemented and added as part of the overall Performance Management system of Krnsyna Municipality. The Krnsyna Municipality's Performance Management System is currently rolled out using the services of Ignite, Which has been set-up in the organisational Information Management System to date. To ensure continuity if the current services provided by Ignite, the request is to extend the services of Ignite for the Financial Year. This is also done against the background of the organisation gearing itself for the roll-out and implementation of Individual Performance Management. Krnsyna Municipality will towards the 4th quarter of the financial year formally source the provision of services of completely integrated Performance Management System Services provider which will then be inclusive of all three components. The SCM policy does not make provision for the services and therefore the SCM policy will be amended to provide for PMS services as a statutory payment, because all municipalities will be required to procure for PMS services.	Exceptional Case
3	D	10520	2024/02/07	5835	IGNITE ADVISORY SERVICES	Ignite User and Data Storage Fees for Oct 2023	R 828 846,00	R 12 830,40	R 12 830,40	R 12 830,40	R -	Office of the Municipal Manager	Krnsyna Municipality is currently implementing an Organisational Wide Performance Management System, including related services capable of assisting with the overall achievement of the Municipality vision. The Performance Management system of the Krnsyna Municipality is aligned to its priorities, objectives performance indicators and targets as reflected in the Integrated Development Plan, as set out in the Local Government Municipal Systems Act, 32 of 200 and regulations on performance management. The Performance Management System of Krnsyna Municipality is ad this stage grouped into two integrated and dependent parts nI, Organisational Performance Management and Performance of Section 56/57 Managers. A third component of Individual Performance Management is to be implemented and added as part of the overall Performance Management system of Krnsyna Municipality. The Krnsyna Municipality's Performance Management System is currently rolled out using the services of Ignite, Which has been set-up in the organisational Information Management System to date. To ensure continuity if the current services provided by Ignite, the request is to extend the services of Ignite for the Financial Year. This is also done against the background of the organisation gearing itself for the roll-out and implementation of Individual Performance Management. Krnsyna Municipality will towards the 4th quarter of the financial year formally source the provision of services of completely integrated Performance Management System Services provider which will then be inclusive of all three components. The SCM policy does not make provision for the services and therefore the SCM policy will be amended to provide for PMS services as a statutory payment, because all municipalities will be required to procure for PMS services.	Exceptional Case
4	D	10524	2024/02/08	5835	IGNITE ADVISORY SERVICES	Ignite Support - Changes to TL SDBIP	R 828 846,00	R 10 440,00	R 10 440,00	R 10 440,00	R -	Office of the Municipal Manager	Krnsyna Municipality is currently implementing an Organisational Wide Performance Management System, including related services capable of assisting with the overall achievement of the Municipality vision. The Performance Management system of the Krnsyna Municipality is aligned to its priorities, objectives performance indicators and targets as reflected in the Integrated Development Plan, as set out in the Local Government Municipal Systems Act, 32 of 200 and regulations on performance management. The Performance Management System of Krnsyna Municipality is ad this stage grouped into two integrated and dependent parts nI, Organisational Performance Management and Performance of Section 56/57 Managers. A third component of Individual Performance Management is to be implemented and added as part of the overall Performance Management system of Krnsyna Municipality. The Krnsyna Municipality's Performance Management System is currently rolled out using the services of Ignite, Which has been set-up in the organisational Information Management System to date. To ensure continuity if the current services provided by Ignite, the request is to extend the services of Ignite for the Financial Year. This is also done against the background of the organisation gearing itself for the roll-out and implementation of Individual Performance Management. Krnsyna Municipality will towards the 4th quarter of the financial year formally source the provision of services of completely integrated Performance Management System Services provider which will then be inclusive of all three components. The SCM policy does not make provision for the services and therefore the SCM policy will be amended to provide for PMS services as a statutory payment, because all municipalities will be required to procure for PMS services.	Exceptional Case
5	D	10525	2024/02/08	5835	IGNITE ADVISORY SERVICES	iComply Ignite User Fees	R 828 846,00	R 6 860,00	R 6 860,00	R 6 860,00	R -	Office of the Municipal Manager	Krnsyna Municipality is currently implementing an Organisational Wide Performance Management System, including related services capable of assisting with the overall achievement of the Municipality vision. The Performance Management system of the Krnsyna Municipality is aligned to its priorities, objectives performance indicators and targets as reflected in the Integrated Development Plan, as set out in the Local Government Municipal Systems Act, 32 of 200 and regulations on performance management. The Performance Management System of Krnsyna Municipality is ad this stage grouped into two integrated and dependent parts nI, Organisational Performance Management and Performance of Section 56/57 Managers. A third component of Individual Performance Management is to be implemented and added as part of the overall Performance Management system of Krnsyna Municipality. The Krnsyna Municipality's Performance Management System is currently rolled out using the services of Ignite, Which has been set-up in the organisational Information Management System to date. To ensure continuity if the current services provided by Ignite, the request is to extend the services of Ignite for the Financial Year. This is also done against the background of the organisation gearing itself for the roll-out and implementation of Individual Performance Management. Krnsyna Municipality will towards the 4th quarter of the financial year formally source the provision of services of completely integrated Performance Management System Services provider which will then be inclusive of all three components. The SCM policy does not make provision for the services and therefore the SCM policy will be amended to provide for PMS services as a statutory payment, because all municipalities will be required to procure for PMS services.	Exceptional Case

6	D	10526	2024/02/08	5835	IGNITE ADVISORY SERVICES	Ignite SDBIP User Fees and data storage	R 828 846,00	R 12 830,40	R 12 830,40	R 12 830,40	R -	Office of the Municipal Manager	Knysna Municipality is currently implementing an Organisational Wide Performance Management System, including related services capable of assisting with the overall achievement of the Municipality vision. The Performance Management system of the Knysna Municipality is aligned to its priorities, objectives performance indicators and targets as reflected in the Integrated Development Plan, as set out in the Local Government Municipal Systems Act, 32 of 200 and regulations on performance management. The Performance Management System of Knysna Municipality is ad this stage grouped into two integrated and dependent parts nI; Organisational Performance Management and Performance of Section 56/57 Managers. A third component of Individual Performance Management is to be implemented and added as part of the overall Performance Management system of Knysna Municipality. The Knysna Municipality's Performance Management System is currently rolled out using the services of Ignite, Which has been set-up in the organisational Information Management System to date. To ensure continuity if the current services provided by Ignite, the request is to extend the services of Ignite for the Financial Year. This is also done against the background of the organisation gearing itself for the roll-out and implementation of Individual Performance Management. Knysna Municipality will towards the 4th quarter of the financial year formally source the provision of services of completely integrated Performance Management System Services provider which will then be inclusive of all three components. The SCM policy does not make provision for the services and therefore the SCM policy will be amended to provide for PMS services as a statutory payment, because all municipalities will be required to procure for PMS services.	Exceptional Case
7	D	10527	2024/02/12	10196	NANDI BULABULA INC	inv L009/2022 - Lopes & DA & Others - CASE 19228/22 & 17727/22	R 800 000,00	R 47 208,26	R 51 589,50	R 51 589,50	R -	Corporate Services	On 13 March 2023, the Executive Mayor, the Speaker, the MM and MM in his personal capacity were served with a Notice of Motion under Case 4247/23, on an urgent basis by the Democratic Alliance, as applicant. In terms of the Notice of Motion, the applicants is applying to Court to have the matter heard on an urgent basis on 23 March 2023. The Knysna Municipality was not cited in this matter and since it concerns the appointment of the Municipal Manager, a Council Meeting had to be convened. During the meeting held on 15 March 2023, Council appointed a panel to consider the applications for legal representations by the respondents. Said applicants were approved and the respondents elected to appoint Bula Bula Attorneys in this matter. The firm is currently only on Council's panel of attorneys for Conveyancing and Personal Injury & Public Liability Law. The panel also currently, does not have a High Court panel. Due to the urgency of the matter, it is thus an exceptional case and it is impossible to follow a normal procurement process, and the firm previously represented the Knysna Municipality and the political and the political office bearers in other matters and as such, the municipality is familiar with the firm. It is therefore proposed that the Accounting Officer, or his delegated official, specifically appointed for this matter, may dispense with the official procurement processes established by the SCM Policy, to procure any required goods or services through any convenient process, which may include direct negotiations as provided for in Regulation 36 of the Supply Chain Management Regulations, 2005. At this point in time the administration cannot add an exact value to the amount for the deviation as same will depend on inter alia, the appointment of council, the complexity of the matter, amount of hours spend on the matter and amount of High Court appearances. Due to the urgent nature of this matter the deviation from the official procurement process can be motivated as this constitutes an exceptional case and it is impractical or impossible to follow the official procurement processes. This can also be motivated by the strict time frames as outlined in the Notice of motion.	Exceptional Case
8	D	10528	2024/02/12	6152	MUBESKO AFRICA CC	Audit Support 2023	Rate-based	R 10 450,00	R 10 450,00	R 10 450,00	R -	Financial Services	Knysna Municipality initiated a procurement process to acquire GRAP-compliant Accounting Services however, the process is not yet finalised. The Bid Adjudication Committee did not support the recommendations of the Bid evaluation Committee and decided to cancel the tender. The matter was thereafter escalated to the Municipal Manager whom then decided that the tender should be awarded. The award is however still in the appeal process. It is envisaged that the appeal process will not be finalised in time to ensure that services are rendered by the stipulated timeframes. Unnecessary time delays emanating from the above now necessitates a deviation from normal procurement processes. The Annual Financial Statements must be prepared in accordance with the MFMA and GRAP Standards, which includes any interpretations, guidelines and directives issued by the Accounting Standards Board. The compilation of the Annual Financial Statements is specialised in nature and currently, the Municipality does not have sufficient internal capabilities to perform such high-level functions. For several recurring years, the compilation of the Annual Financial Statements was performed by the Mubeko Consortium, resulting in repetitive favourable audit outcomes. To maintain this trend, in addition to the Mubeko Consortium securing the new tender, it is only logical and practical to secure their services through a deviation until such time that the tender is contractually effective. It is envisaged that the new contract will be effective from 01 September 2023. A deviation is therefore required until 31 August 2023. The Mubeko Consortium possesses the relevant background, knowledge, skills and expertise to render the applicable services required in relation to the compilation of the 2023 Annual Financial Statements, GRAP related Accounting support and the Unbundling of Assets. The new tender is rate based. It is therefore difficult to estimate the total cost of this deviation. Spending will however be managed to be in accordance with the budget allocation.	Exceptional Case
9	D	10529	2024/02/12	6152	MUBESKO AFRICA CC	Unbundling and Componentisation 2023	Rate-based	R 11 400,00	R 11 400,00	R 11 400,00	R -	Financial Services	Knysna Municipality initiated a procurement process to acquire GRAP-compliant Accounting Services however, the process is not yet finalised. The Bid Adjudication Committee did not support the recommendations of the Bid evaluation Committee and decided to cancel the tender. The matter was thereafter escalated to the Municipal Manager whom then decided that the tender should be awarded. The award is however still in the appeal process. It is envisaged that the appeal process will not be finalised in time to ensure that services are rendered by the stipulated timeframes. Unnecessary time delays emanating from the above now necessitates a deviation from normal procurement processes. The Annual Financial Statements must be prepared in accordance with the MFMA and GRAP Standards, which includes any interpretations, guidelines and directives issued by the Accounting Standards Board. The compilation of the Annual Financial Statements is specialised in nature and currently, the Municipality does not have sufficient internal capabilities to perform such high-level functions. For several recurring years, the compilation of the Annual Financial Statements was performed by the Mubeko Consortium, resulting in repetitive favourable audit outcomes. To maintain this trend, in addition to the Mubeko Consortium securing the new tender, it is only logical and practical to secure their services through a deviation until such time that the tender is contractually effective. It is envisaged that the new contract will be effective from 01 September 2023. A deviation is therefore required until 31 August 2023. The Mubeko Consortium possesses the relevant background, knowledge, skills and expertise to render the applicable services required in relation to the compilation of the 2023 Annual Financial Statements, GRAP related Accounting support and the Unbundling of Assets. The new tender is rate based. It is therefore difficult to estimate the total cost of this deviation. Spending will however be managed to be in accordance with the budget allocation.	Exceptional Case
10	D	10533	2024/02/13	11241	SECURITY CONSORTIUM SA	Optex RXC Saver	Rate-based	R 3 962,05	R -	R -	R 3 962,05	Community Services	The current security services provider Security Consortium cc agreement will cease on 30 October 2023 and to ensure uninterrupted service delivery, this submission is therefore, made to the Office of the Municipal Manager. Following the cancellation of the security tender by the Bid Adjudication Committee (BAC) as per the minutes of the BAC dated 30 August 2023. The cancellation subsequently necessitated that new tender process will have to be initiated to ensure that critical municipal infrastructure are secured adequately secured and protected. The cancellation of the Tender as mentioned therefore warrants an extension of the current service provider that was appointed as per the appointment letter hereto attached. The current service provider has been appointed following Council Resolution SC07/06/23. Due to the turnaround time for the appointment of a service provider through the tender process, a deviation is required to ensure that the critical municipal infrastructure is secured and well protected. Failure to procure sufficient security for the municipal infrastructure and property may lead to an increase in vandalism and theft, which ultimately lead to a collapse in service delivery. The User Department is of the view that the appointment of a new service provider through a competitive bidding process may take upto six (6) months. This would include the duration of the advertisement, evaluation, award and appeals period. During this period, it is of utmost importance that the critical infrastructure and municipal property are secured and protected. In order to reduce the security services costs the Office of the Director will negotiate reduced rates with the current service provider Security Consortium SA cc. This will ensure that the Municipality receives value for money in the provision of security services. The attached memorandum requests the Municipal Manager to appoint the current service provider for a period of six (6) months commencing from 01 November 2023 until 30 April 2023. It must be noted that the non-approval of the proposed deviation and any subsequent expenditure on security service will result in irregular expenditure.	Exceptional Case

11	D	10534	2024/02/13	8502	NEDBANK BUSINESS BANKING	Fuel - Bulk order	R 450 000.00 per week	R 1 000 000.00	R 1 000 000.00	R 1 000 000.00	R	-	Infrastructure Services	The Municipality acknowledges the crucial role played by a fuel management contract in facilitating effective service delivery. In light of this, a tender for procuring a fuel card management system was publicly advertised on March 17th 2023. Unfortunately, upon evaluation no tenders were received from accredited financial services providers for this specific requirement, leading to the cancellation of the tender. In consideration that accredited financial services providers did not submit tenders, the user department (Fleet Management) in conjunction with the finance department, has engaged in further discussions with the standard bank currently holding the existing long term contract tender T69 of 2020/21 - Provision of banking services for a period of five years with effect from 1 July 2022 until 30 June 2027. The previous tender, T01 of 2016/17, for the provision of banking services, which was granted to Nedbank, included fuel card management system as part of its scope. However, in the advertisement for tender T69/2020/21, the banking services for a five-year duration starting from July 1, 2022, until June 30, 2027, the fuel card management system was covered with an intention to incorporate fuel card management system by engaging local fuel stations. The aim was to enhance the monitoring of fuel card system and usage. Unfortunately, none of the local fuel stations expressed interest in the fuel management contract due to the cash flow demands associated with the tender. In order to ensure the uninterrupted provision of services, the Council has granted an extension of the current contract until December 31, 2023. Following extensive deliberation and confirmation, the Municipality has officially publicised a notice amending the existing long-term contract, specifying the closing date for comments as 13:30 on Friday, December 15, 2023. The reasons for the above are: The potential consequences for the Municipality's ability to effectively manage routine service delivery in Knysna could be detrimental. It is crucial that we take the necessary steps to ensure the provision of essential services to our community. Ensuring a seamless and effective service delivery is paramount for the Municipality, and the successful implementation of a fuel management agreement is pivotal in attaining this objective. The failure to execute this agreement would undeniably disrupt service delivery, inconveniencing Greater Knysna residents and tourists. Promptly addressing this issue is imperative, especially since the Council is currently in recess, making it unfeasible to request an extension. During our meeting with Standard on December 19th, 2023, they communicated their inability to establish the required facility before January 1st, 2024. This setback was attributed to business closure and unforeseen administrative challenges. This highlights the critical need to urgently find a solution to ensure uninterrupted service delivery. Hence the Electrical and Mechanical services is applying for the deviation for an extension of tender T01 of 2016/17 - Provision of banking services - Fuel management for a period of two (2) months until 28 February 2024. The Council has formally approved the amendment of the fuel management system under long-term contract tender T69 of 2020/21. This amendment is set to be operational from January 1st, 2024 until June 30th, 2027. It is crucial to highlight that, owing to unresolved administrative and logistical challenges, the implementation of the new fuel card management banking system will not occur on January 1st, 2024. Instead, the municipality is scheduled to transition to the Standard bank on March 1st, 2024.	Exceptional Case
12	D	10536	2024/02/21	11317	ABSA BANK (CDI)	BULK ORDER CDI FEE	R 119 592.00	R 74 284,77	R 14 331,44	R 14 331,44	R	59 953,33	Financial Services	The municipality with the new banking tender embark on a process to ensure that all deposits made into the bank account can be identified. In terms of Section 64 (2)(e)(Revenue Management) of the Municipal Finance Management Act, Act of 2003: "the municipality has and maintains a management, accounting and information system which - (i) Recognises revenue when it is earned; (ii) Accounts for debtors; and (iii) Accounts for receipts of revenue". The introduction of the POPI act made the tracing of deposits difficult, because the banks no longer are able to provide contact details of the depositor without their approval. The initial thought was that the current bank provider (Standard Bank) through the banking tender will be able to provide this service, however with the implementation of the new tender it became evident that the municipality need to engage all banks to secure this service. The CDI (Company Deposit Identifier) service is a unique service provided by all banking institutions and therefore the municipality will not be able to secure services through the normal SCM process. In order for the municipality to ensure that all deposits are identified and to comply to section 62 (2)(e) of the MFMA, it is imperative to ensure that the CDI are loaded with all major banks. The current SCM policy does not make provision for the services and therefore the SCM policy will be amended to provide for CDI services as a statutory payment, because all major banks will form part of the procurement for CDI services.	Exceptional Case
13	D	10537	2024/02/21	6152	MUBESKO AFRICA CC	Unbundling 2023	R 195 879,52	R -	R -	R -	R	195 879,52	Financial Services	Knysna Municipality initiated a procurement process to acquire GRAP-compliant Accounting Services however, the process is not yet finalised. The Bid Adjudication Committee did not support the recommendations of the Bid evaluation Committee and decided to cancel the tender. The matter was thereafter escalated to the Municipal Manager whom then decided that the tender should be awarded. The award is however still in the appeal process. It is envisaged that the appeal process will not be finalised in time to ensure that services are rendered by the stipulated timeframes. Unnecessary time delays emanating from the above now necessitates a deviation from normal procurement processes. The Annual Financial Statements must be prepared in accordance with the MFMA and GRAP Standards, which includes any interpretations, guidelines and directives issued by the Accounting Standards Board. The compilation of the Annual Financial Statements is specialised in nature and currently, the Municipality does not have sufficient internal capabilities to perform such high-level functions. For several recurring years, the compilation of the Annual Financial Statements was performed by the Mubesco Consortium, resulting in repetitive favourable audit outcomes. To maintain this trend, in addition to the Mubesco Consortium securing the new tender, it is only logical and practical to secure their services through a deviation until such time that the tender is contractually effective. It is envisaged that the new contract will be effective from 01 September 2023. A deviation is therefore required until 31 August 2023. The Mubesco Consortium possesses the relevant background, knowledge, skills and expertise to render the applicable services required in relation to the compilation of the 2023 Annual Financial Statements, GRAP related Accounting support and the Unbundling of Assets. The new tender is rate based. It is therefore difficult to estimate the total cost of this deviation. Spending will however be managed to be in accordance with the budget allocation.	Exceptional Case
14	D	10538	2024/02/21	11389	WASTE CARRIERS(PTY)LTD	Deviation extension: Hire of 3x open top containers, 2 trips per day	R 776 340,00	R 549 250,00	R 549 250,00	R 549 250,00	R	-	Community Services	Knysna Municipality transport waste to Mosselbay on a daily basis to the Regional Landfill Site. Waste is transported by road in container bins by means of a hook lift truck. In order to have sufficient containers available, two trips per day are needed since the Waste Transfer Station does not have floor space available for temporary storage. The facility is at a stage whereby daily repairs is being undertaken due to: 1. The huge increase in waste volumes over the festive season, 2. The conveyor belt is unable to take move waste 7days a week into container bins - Conveyor belt gave major problems in December dated 17 - 23 December 2023 as well as 29 - 30 December 2023 which created a backlog of waste being left outside the transfer station (photo evidence of the current state included) - In the event of a mechanical failure at the waste transfer station waste need to transported in compactor trucks to PetroSA meaning that this create a backlog of domestic waste uncollected in residential areas. The municipality hook lift truck is currently functional however, with the incoming waste and the backlog experienced over the past few weeks the team is unable to work on the accumulative waste outside the facility. RFQ294/2023/24: Provision of waste transportation - Rental of a hook lift truck as and when needed was advertised and a successful bidder (Waste Carriers) was appointed and quoted R4 720.00 vat exclusive per container and transporting a minimum of six (6) containers per day to PetroSA Landfill site (supporting documents attached). The department further experienced challenges with mechanical failures on refuse compactors which added to the delays in terms of refuse collection. The Waste Transfer Station is currently bursting out of its seams and no floor space available for compactors to dump and it is a health hazard at the moment. For this reason the requests are: 1. to use the current service provider, Waste Carriers that was appointed on RFQ294/2023/24 with the same rate of R4 720.00 per container to transport waste to PetroSA landfill site for 6 weeks, 2. to acquire the rental of an additional hook lift truck for two (2) weeks. 3. Load - since the waste is not within the waste compactors and outside the facility provision will need to be made for a machine to load the waste at a rate of R895 p/h totaling R96 660.00 excl VAT. (Not part of the RFQ bill of quantities). With the above mentioned equipment: Hooklift truck and loader. Both facilities of Knysna Waste Transfer Station and the Sedgfield recycling facility can be cleared from stored waste. Knysna Municipality received numerous complaints from the public as well as from The Department of Environmental Affairs and development planning on the accumulated waste outside the two facilities and need to action remedial steps to ensure compliance to waste conditions. A current pre-directive with an action plan is still enforceable - note to prevent action against the Accounting Officer the above steps need to be implemented to ensure compliance with the Waste Act, T15 of 2023/24 - Provision of Waste Transportation Service between waste disposal facility for Knysna Municipality for a period of 36 months. Tender closed 25 Oct 2023. Current status: Tender served before the Bid Adjudication Committee for consideration of award - tender referred back for clarity on price in December 2023.	Emergency

15	D	10539	2024/02/23	11241	SECURITY CONSORTIUM SA	ALARMA MONITORING & RESPONSE JANUARY 2024	R 9 138 156,00	R 111 250,00	R 111 250,00	R 111 250,00	R	-	Community Services	The current security services provider Security Consortium cc agreement will cease on 30 October 2023 and to ensure uninterrupted service delivery, this submission is therefore, made to the Office of the Municipal Manager. Following the cancellation of the security tender by the Bid Adjudication Committee (BAC) as per the minutes of the BAC dated 30 August 2023. The cancellation subsequently necessitated that new tender process will have to be initiated to ensure that critical municipal infrastructure are secured adequately secured and protected. The cancellation of the Tender as mentioned therefore warrants an extension of the current service provider that was appointed as per the appointment letter hereto attached. The current service provider has been appointed following Council Resolution SC/07/06/23. Due to the turnaround time for the appointment of a service provider through the tender process, a deviation is required to ensure that the critical municipal infrastructure is secured and well protected. Failure to procure sufficient security for the municipal infrastructure and property may lead to an increase in vandalism and theft, which ultimately lead to a collapse in service delivery. The User Department is of the view that the appointment of a new service provider through a competitive bidding process may take upto six (6) months. This would include the duration of the advertisement, evaluation, award and appeals period. During this period, it is of utmost importance that the critical infrastructure and municipal property are secured and protected. In order to reduce the security services costs the Office of the Director will negotiate reduced rates with the current service provider Security Consortium SA cc. This will ensure that the Municipality receives value for money in the provision of security services. The attached memorandum requests the Municipal Manager to appoint the current service provider for a period of six (6) months commencing from 01 November 2023 until 30 April 2023. It must be noted that the non-approval of the proposed deviation and any subsequent expenditure on security service will result in irregular expenditure.	Exceptional Case
16	D	10540	2024/02/23	11241	SECURITY CONSORTIUM SA	GAURDING MUNICIPAL SITES JANUARY 2024	R 9 138 156,00	R 1 977 755,99	R 1 977 755,82	R 1 977 755,82	R	-	Community Services	The current security services provider Security Consortium cc agreement will cease on 30 October 2023 and to ensure uninterrupted service delivery, this submission is therefore, made to the Office of the Municipal Manager. Following the cancellation of the security tender by the Bid Adjudication Committee (BAC) as per the minutes of the BAC dated 30 August 2023. The cancellation subsequently necessitated that new tender process will have to be initiated to ensure that critical municipal infrastructure are secured adequately secured and protected. The cancellation of the Tender as mentioned therefore warrants an extension of the current service provider that was appointed as per the appointment letter hereto attached. The current service provider has been appointed following Council Resolution SC/07/06/23. Due to the turnaround time for the appointment of a service provider through the tender process, a deviation is required to ensure that the critical municipal infrastructure is secured and well protected. Failure to procure sufficient security for the municipal infrastructure and property may lead to an increase in vandalism and theft, which ultimately lead to a collapse in service delivery. The User Department is of the view that the appointment of a new service provider through a competitive bidding process may take upto six (6) months. This would include the duration of the advertisement, evaluation, award and appeals period. During this period, it is of utmost importance that the critical infrastructure and municipal property are secured and protected. In order to reduce the security services costs the Office of the Director will negotiate reduced rates with the current service provider Security Consortium SA cc. This will ensure that the Municipality receives value for money in the provision of security services. The attached memorandum requests the Municipal Manager to appoint the current service provider for a period of six (6) months commencing from 01 November 2023 until 30 April 2023. It must be noted that the non-approval of the proposed deviation and any subsequent expenditure on security service will result in irregular expenditure.	Exceptional Case
17	D	10541	2024/02/27	3270	AL ABBOTT & ASSOCIATES (PTY) L	ANALYTICAL SERVICES	R 237 769,81	R 206 756,36	R 56 681,29	R 56 681,29	R	150 075,07	Infrastructure Services	The RFQ advertisement period for providing Analytical Services for the Greater Knysna Area was shortened to 4 days instead of 7 days due to the urgency of the service required. It is essential that the water made available for human consumption meets the quality standards relevant to that use. A water service authority or provider, any municipality that has been assigned to executive authority to provide water services within its area of jurisdiction, shall comply with the Compulsory National Standards for the Quality of Portable Drinking Water (DWS, 1996), SANS 241:2015. All water supplied to a household shall be tested by the water service authority/provider, with the frequency of testing stipulated by the regulating authority DWS and with drinking water specifications clearly stated by SANS 241 drinking water specifications Guidelines. All drinking water quality results must be uploaded and recorded on a monthly basis on the DWS quality monitoring system for compliance.	Emergency
18	D	10543	2024/02/28	8502	NEDBANK BUSINESS BANKING	Fuel - Bulk Order	R 450 000,00 per week	R 1 000 000,00	R 1 000 000,00	R 1 000 000,00	R	-	Infrastructure Services	The Municipality acknowledges the crucial role played by a fuel management contract in facilitating effective service delivery. In light of this, a tender for procuring a fuel card management system was publicly advertised on March 17th 2023. Unfortunately, upon evaluation no tenders were received from accredited financial services providers for this specific requirement, leading to the cancellation of the tender. In consideration that accredited financial services providers did not submit tenders, the user department (Fleet Management) in conjunction with the finance department, has engaged in further discussions with the standard bank currently holding the existing long term contract tender T69 of 2020/21 - Provision of banking services for a period of five years with effect from 1 July 2022 until 30 June 2027. The previous tender, T01 of 2016/17, for the provision of banking services, which was granted to Nedbank, included fuel card management system as part of its scope. However, in the advertisement for tender T69/2020/21, the banking services for a five-year duration starting from July 1, 2022, until June 30, 2027, the fuel card management system was not covered with an intention to incorporate fuel card management system by engaging local fuel stations. The aim was to enhance the monitoring of fuel card system and usage. Unfortunately, none of the local fuel stations expressed interest in the fuel management contract due to the cash flow demands associated with the tender. In order to ensure the uninterrupted provision of services, the Council has granted an extension of the current contract until December 31, 2023. Following extensive deliberation and confirmation, the Municipality has officially publicised a notice amending the existing long-term contract, specifying the closing date for comments as 13:30 on Friday, December 15, 2023. The reasons for the above are: The potential consequences for the Municipality's ability to effectively manage routine service delivery in Knysna could be detrimental. It is crucial that we take the necessary steps to ensure the provision of essential services to our community. Ensuring a seamless and effective service delivery is paramount for the Municipality, and the successful implementation of a fuel management agreement is pivotal in attaining this objective. The failure to execute this agreement would undeniably disrupt service delivery, inconveniencing Greater Knysna residents and tourists. Promptly addressing this issue is imperative, especially since the Council is currently in recess, making it unfeasible to request an extension. During our meeting with Standard on December 19th, 2023, they communicated their inability to establish the required facility before January 1st, 2024. This setback was attributed to business closure and unforeseen administrative challenges. This highlights the critical need to urgently find a solution to ensure uninterrupted service delivery. Hence the Electrical and Mechanical services is applying for the deviation for an extension of tender T01 of 2016/17 - Provision of banking services - Fuel management for a period of two (2) months until 28 February 2024. The Council has formally approved the amendment of the fuel management system under long-term contract tender T69 of 2020/21. This amendment is set to be operational from January 1st, 2024 until June 30th, 2027. It is crucial to highlight that, owing to unresolved administrative and logistical challenges, the implementation of the new fuel card management banking system will not occur on January 1st, 2024. Instead, the municipality is scheduled to transition to the Standard bank on March 1st, 2024.	Exceptional Case
19	D	10545	2024/02/28	10531	DG INCENTIVES PTY LTD	RELOADING OF THE NE50429 FRANKING MACHINE	R 5 200,00	R 4 521,74	R 4 521,74	R 4 521,74	R	-	Corporate Services	Reloading of the Franking Machine can only be done through the suppliers of the Franking Machine. Lastly, it must be pointed out that the value of the electronic postal stamps to be uploaded is R 5 200,00. That the deviation be approved for the Reloading of the Franking Machine, Which can only be done through the suppliers of the Franking Machine. The high volume of the Outgoing Correspondence during this period have depleted the credit that we have on the machine, hence we require more funds to be reloaded on the machine. And that, it must be pointed out that the value of the electronic postal stamps to be uploaded is R 5 200,00.	Sole Supplier

20	D	10546	2024/02/29	8534	TECHNI CIVILS T/A IKHONO PROJECTS	NDPG: CONCORDIA ROAD REHABILITATION	R 925 995,31	R 26 991,99	R -	R -	R 26 991,99	Infrastructure Services	With heavy rains over the past few weeks, there was a landslide opposite the Kunjani Mall. The reason for the slip is unknown, due to insufficient geotechnical information available at present. The Municipality has a bulk pipeline running on the slope of where the slip occurred. The 315mm diameter pipeline is a pump scheme which feeds Joodsekamp and Concordia. The current location of the pipeline and landslide is endangering lives and structures at the toe of the embankment. The pipeline is already exposed. Due to the already exposed pipeline, this poses a significant risk to the lives of the community living on the toe of the embankment. Thus the works requires immediate invention, to prevent the pipe from breaking and flooding the entire low lying informal structures and to prevent a further slip of the roadway. Concordia road is the only access road to the Northern areas. On Wednesday, a consultant was called in to do an assessment on the matter and have thus given short and long term solutions. On Thursday, the municipality undertook emergency work to protect the pipeline, in the event of the further slip of the embankment. The municipality has requested a service provider to provide a quote for the works that needs to be undertaken, however the consultant has given an estimate, which at this time could change drastically, once tests of soil is undertaken as well. Additional to the estimate of the Consultant, due to the exposure of the major pipeline after assessment was conducted by the Engineers additional items were incorporated to the initial estimate which includes, laying of a temporary pipeline on the road and relevant concrete work as well as gabion structures. The Municipal team undertook to stabilise and support the 315mm diameter pipeline. However this was a temporary fix in order to ensure the water security was not compromised in these areas. Ensure water mains are placed in safe working areas. The costing provided by the Consultant will be used until the contractor has submitted price, based on the quantities of the consultant. The rates that will be used for the work (s) will be as per emergency tender T55 of 2018/19.	Emergency
21	D	10547	2024/02/29	10196	NANDI BULABULA INC	inv L0010/23 - DA // KM re appointment of the MM on CAS 4247/23 & CAS 4441/23	800 000	R 76 300,00	R 85 945,00	85945,00	R -	Infrastructure Services	On 13 March 2023, the Executive Mayor, the Speaker, the MM and MM in his personal capacity were served with a Notice of Motion under Case 4247/23, on an urgent basis by the Democratic Alliance, as applicant. In terms of the Notice of Motion, the applicants is applying to Court to have the matter heard on an urgent basis on 23 March 2023. The Knysna Municipality was not cited in this matter and since it concerns the appointment of the Municipal Manager, a Council Meeting had to be convened. During the meeting held on 15 March 2023, Council appointed a panel to consider the applications for legal representations by the respondents. Said applicants were approved and the respondents elected to appoint Bula Bula Attorneys in this matter. The firm is currently only on Council's panel of attorneys for Conveyancing and Personal Injury & Public Liability Law. The panel also currently, does not have a High Court panel. Due to the urgency of the matter, it is thus an exceptional case and it is impossible to follow a normal procurement process; and the firm previously represented the Knysna Municipality and the political and the political office bearers in other matters and as such, the municipality is familiar with the firm. It is therefore proposed that the Accounting Officer, or his delegated official, specifically appointed for this matter, may dispense with the official procurement processes established by the SCM Policy, to procure any required goods or services through any convenient process, which may include direct negotiations as provided for in Regulation 36 of the Supply Chain Management Regulations, 2005. At this point in time the administration cannot add an exact value to the amount for the deviation as same will depend on interalia, the appointment of council, the complexity of the matter, amount of hours spend on the matter and amount of High Court appearances. Due to the urgent nature of this matter the deviation from the official procurement process can be motivated as this constitutes an exceptional case and it is impractical or impossible to follow the official procurement processes. This can also be motivated by the strict time frames as outlined in the Notice of motion.	Exceptional Case
						Total		R 5 690 131,48	R 5 267 295,59	R 5 267 295,59	R 436 861,96			
						VAT		R 853 519,72	R 790 094,34	R 790 094,34	R 65 529,29			
						Grand Total		R 6 543 651,20	R 6 057 389,93	R 6 057 389,93	R 502 391,25			

Deviation Reasons	
Emergency	3
Exceptional Case	15
Sole Supplier	1
Single Source	0

01 March 2024 - 31 March 2024														
Row Number	Type	Order Number	Date	Supplier Code	Supplier Name	Order Description	Original Awarded Amount	Original Order (Excluding VAT)	Invoiced for the Month (Excluding Vat)	Invoiced to Date	Outstanding Amount	Primary Directorate	Comments	Reason
Column Reference	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	D	10549	2024/03/11	8660	METSI WATER SOLUTIONS (PTY) LTD	SUPPLY & DELIVER OF SODA ASH	R 392 725,00	R 341 500,00	R 341 500,00	R 341 500,00	R -	Infrastructure Services	T06/2020/21, Water and Sewer Treatment Chemicals, contract period has expired. A new tender were accepted by the Bid Spec and will be advertised shortly. The Soda Ash stock is very low and will be depleted before the start of the new chemical contract. Soda Ash are used in the water treatment process to raise the pH to an acceptable level for the removal of dissolved metals and to stabilise the final water.	Exceptional Case
2	D	10551	2024/03/12	9648	KANON PRODUCTS CC	SUPPLY AND DELIVER INK CARTRIDGE	R 4 761,00	R 4 140,00	R 4 140,00	R 4 140,00	R -	Corporate Services	Reloading and ordering of the Ink Cartridge for the Franking Machine can only be done through the suppliers of the Franking Mahine. Lastly, it must be pointed out that the value of Cartridge is R 4 761.00 inclusive of delivery. Kanon Products cc t/a Howard Manufacturing are the Sole Provider.	Sole Supplier
3	D	10555	2024/03/14	11241	SECURITY CONSORTIUM SA	ALARM MONITORNG & RESPONSE	R 9 138 156,00	R 111 250,00	R 111 250,00	R 111 250,00	R -	Community Services	The current security services provider Security Consortium cc agreement will cease on 30 October 2023 and to ensure uninterrupted service delivery, this submission is therefore, made to the Office of the Municipal Manager. Following the cancellation of the security tender by the Bid Adjudication Committee (BAC) as per the minutes of the BAC dated 30 August 2023. The cancellation subsequently necessitated that new tender process will have to be initiated to ensure that critical municipal infrastructure are secured adequately secured and protected. The cancellation of the Tender as mentioned therefore warrants an extension of the current service provider that was appointed as per the appointment letter hereto attached. The current service provider has been appointed following Council Resolution SC/07/06/23. Due to the turnaround time for the appointment of a service provider through the tender process, a deviation is required to ensure that the critical municipal infrastructure is secured and well protected. Failure to procure sufficient security for the municipal infrastructure and property may lead to an increase in vandalism and theft, which ultimately lead to a collapse in service delivery. The User Department is of the view that the appointment of a new service provider through a competitive bidding process may take upto six (6) months. This would include the duration of the advertisement, evaluation, award and appeals period. During this period, it is of utmost importance that the critical infrastructure and municipal property are secured and protected. In order to reduce the security services costs the Office of the Director will negotiate reduced rates with the current service provider Security Consortium SA cc. This will ensure that the Municipality receives value for money in the provision of security services. The attached memorandum requests the Municipal Manager to appoint the current service provider for a period of six (6) months commencing from 01 November 2023 until 30 April 2023. It must be noted that the non-approval of the prosed deviation and any subsequent expenditure on security service will result in irregular expenditure.	Exceptional Case
4	D	10556	2024/03/14	11241	SECURITY CONSORTIUM SA	GAURDING FEBRUARY 2024	R 9 138 156,00	R 1 805 304,68	R 1 805 304,68	R 1 805 304,68	R -	Community Services	The current security services provider Security Consortium cc agreement will cease on 30 October 2023 and to ensure uninterrupted service delivery, this submission is therefore, made to the Office of the Municipal Manager. Following the cancellation of the security tender by the Bid Adjudication Committee (BAC) as per the minutes of the BAC dated 30 August 2023. The cancellation subsequently necessitated that new tender process will have to be initiated to ensure that critical municipal infrastructure are secured adequately secured and protected. The cancellation of the Tender as mentioned therefore warrants an extension of the current service provider that was appointed as per the appointment letter hereto attached. The current service provider has been appointed following Council Resolution SC/07/06/23. Due to the turnaround time for the appointment of a service provider through the tender process, a deviation is required to ensure that the critical municipal infrastructure is secured and well protected. Failure to procure sufficient security for the municipal infrastructure and property may lead to an increase in vandalism and theft, which ultimately lead to a collapse in service delivery. The User Department is of the view that the appointment of a new service provider through a competitive bidding process may take upto six (6) months. This would include the duration of the advertisement, evaluation, award and appeals period. During this period, it is of utmost importance that the critical infrastructure and municipal property are secured and protected. In order to reduce the security services costs the Office of the Director will negotiate reduced rates with the current service provider Security Consortium SA cc. This will ensure that the Municipality receives value for money in the provision of security services. The attached memorandum requests the Municipal Manager to appoint the current service provider for a period of six (6) months commencing from 01 November 2023 until 30 April 2023. It must be noted that the non-approval of the prosed deviation and any subsequent expenditure on security service will result in irregular expenditure.	Exceptional Case
5	D	10557	2024/03/15	5560	GREE PO CONSTRUCTION	Tree Removal: Concordia	R 189 000,00	R 189 000,00	R 120 320,00	R 120 320,00	R 68 680,00	Community Services	We received complaints of dangerous trees that posed an immediate thread the communities and infrastructure. In the one section, a huge pine tree broke and fell on another as a support, which made it dangerous, as there were houses just beneath these trees in Concordia. We immediately requested that the family move all their belongings out of the houses to mitigate any scenario should the tree fall and roll towards the houses. The other trees were also identified as very dangerous and needed an immediate intervention to prevent and damage to property, municipal infrastructure (electric cables) or loss of life. These trees were at the entrance of a very prominent business, which attracts many tourists on a daily basis. These trees were dead and started to break regularly. Upon assessment it was found that these trees will cost the municipality a lot of money should they break and injure or worst case scenario take a life. It was of utmost importance with the strong winds we experienced that the trees had to be cut in the fastest possible time to prevent any damage to property or loss of life. EOI for various Parks projects was drafted and currently on the BSC agenda.	Emergency
6	D	10558	2024/03/20	11241	SECURITY CONSORTIUM SA	ALARM BEAM REPLACEMENT CEMETERY	Rates as per tender T25/2023/24	R 2 572,91	-	-	R 2 572,91	Community Services	The current security services provider Security Consortium cc agreement will cease on 30 October 2023 and to ensure uninterrupted service delivery, this submission is therefore, made to the Office of the Municipal Manager. Following the cancellation of the security tender by the Bid Adjudication Committee (BAC) as per the minutes of the BAC dated 30 August 2023. The cancellation subsequently necessitated that new tender process will have to be initiated to ensure that critical municipal infrastructure are secured adequately secured and protected. The cancellation of the Tender as mentioned therefore warrants an extension of the current service provider that was appointed as per the appointment letter hereto attached. The current service provider has been appointed following Council Resolution SC/07/06/23. Due to the turnaround time for the appointment of a service provider through the tender process, a deviation is required to ensure that the critical municipal infrastructure is secured and well protected. Failure to procure sufficient security for the municipal infrastructure and property may lead to an increase in vandalism and theft, which ultimately lead to a collapse in service delivery. The User Department is of the view that the appointment of a new service provider through a competitive bidding process may take upto two (2) months. This would include the duration of the award and appeals period. During this period, it is of utmost importance that the critical infrastructure and municipal property are secured and protected. The new tender (T25 of 2023/24) was advertised on 30 November 2023 and the closing date was on 19 January 2024. The bid Evaluation Committee (BEC) was appointed by the Accounting Officer and convened on 23-25, 31 January 2024 and 05, 06, 08, 13 February 2024 to evaluate the said tender in order to submit a recommendation to the Bid Adjudication Committee (BAC). The above recommendation was tabled at the BAC on 14 February 2024, due to the fact that the BEC report was only submitted on the day, the BAC members requested sufficient time to go through the document. The BAC meeting was postponed to 27 February 2024, where the members discussed the tender and recommended that the report be referred back to the BEC for clarification. The BEC commenced on 29 February 2024 to give their input on the clarification required to be submitted to the BAC. The BAC was scheduled for 01 March 2024, therefore the request for an extension of the current service provider as we also took into consideration the 21 working days appeals period. The extension will be effective from 01 March 2024 until 30 April 2024, using April for the handover. The finalization of the tender adjudication prcess is currently underway.	Exceptional Case
7	D	10559	2024/03/20	7732	THE INSTITUTE OF INTERNAL AUDITORS SOUTH AFRICA	Membership Fees:IIA SA	R 8 675,89	R 8 675,89	-	-	R 8 675,89	Office of the Municipal Manager	In order to be considered/ recognised as professional internal auditors, we are required by the institute of Internal Auditors of South Africa (IIA SA) to be members of the professional body thus be held accountable against a code of ethics while being required to adhere to continuing professional development requirements. Our approved 2023/24 Internal Audit Charter also require the CAE and the internal Audit Staff to be members of the institute of Internal Auditors (IIA) and that the Municipal Manager ensures that the budget of internal audit is adequate to cover the membership fees of the institute of Internal Auditors. There is budget available under MSCOA (898/226827/241124) to pay for the membership fees to the amount of R 13 525. As members of the IIA SA, we will achieve instant recognition as professionals, dedicated to maintaining high standards and a code of ethics that earns respect, trust and a reputation of competence. This will also address part of the finding that was raised by the Auditor General in the 2019/2020 financial year, where the AGSA raised an issue of no training interventions available to staff in the internal audit unit. By being members of the institute, we will have access to variety of discounted training programs, access to guidance papers on how to implement the internal audit standards, etc.	Sole Supplier

8	D	10560	2024/03/22	7518	ALBATROS PROPERTY TRUST	Payment of rental for Old Main Rd Building - Mar and Apr 2024	R 801 770,94	R 665 501,57	R 665 501,56	R 665 501,56	R -	Corporate Services	The Technical Services Department, Planning & Development Department and the Public Participation Unit is using the offices in the Old Main Building situated at Erf 985, Kraysna, belonging to Albatros Property Trust. During 2019, the administration commenced with a formal procurement process to obtain sufficient office space in accordance with the legislative prescripts. A tender to acquire office space commenced to ensure that a proper SCM process is followed for the renting of office space (T10/2019/20). The BAC on 31 October 2019 resolved that the bid should be cancelled on the basis that no suitable building could be found to meet the Kraysna Municipality's needs. A new tender process, T48/2019/20, was advertised on 05 March 2022, where after the evaluation and adjudication commenced but was also subsequently cancelled because no suitable office space could be identified to meet the municipality's needs. At a Council meeting held on 30 March 2022, council inter alia resolved that it "approves in principle the purchasing of Erf 9762, Kraysna (Woodmill Walk Building)", mandated the AMM to advertise the intended purchase of Erf 9762 for public comment and counter offers; and that a councillor workshop be arranged to discuss said purchase. Resolution C07/03/21 is enclosed hereto. On 29 June 2022, a follow up item C06/06/22 served before Council under which Council inter alia resolved that: the previous in principle approval to purchase Erf 9762 was rescinded, the proposal of the link-up of the Main Building and Finance building not be approved, that a preliminary study to construct a new office building on a portion of Erf 1342, Kraysna and converting the Upper Parking Level of Checkers into office space be conducted and that a cost estimation be done in relation to temporary relocating employees currently situated in leased buildings to the proposed sites (flats, houses and tourism office). Said resolution is enclosed hereto. A new lease agreement was signed from 1 October 2022 until 30 September 2023. A deviation memo was approved from 1 July 2022 until 30 June 2023. The tender for the preliminary studies and the cost estimation is set to be cancelled which will lead to Council having to extend the lease agreement as from 1 October 2023. The municipality needs to still make use of the current leased premises, Albatros Property Trust, to accommodate our Technical Services Department, Planning & Development Department and the Public Participation Unit. An order, D/10431 was allocated for the period 1 October 2023 until 31 December 2023. In December 2023 an extension up to February 2024 was given and order D/10507 allocated. The pending move into the new office accommodation at the Kraysna Mall is also subject to the approval of the Transport Administration and Licensing Western Cape Mobility Department Western Cape Government. We have been consistently following up with the Department and still waiting their approval. The building process also is taking longer than expected, as the lead-time for the cashier glass are 4 to 5 weeks. The anticipated move now needs to be postponed for 1 May 2024 in order to allow that all the required approvals and work can be done. A new order for the rental for March and April 2024 is thus needed. The postponement of the move to 1 May was tabled before the Municipal Council on 1 March 2024. There is not enough money budgeted for the leasing of this space under vote number 35-74-50-18-7414(9/274-226827-241017) for the 2 months proposed. An additional of R 265 264.18 should be added in the adjustment budget. As indicated, various SCM processes were followed to acquire office space but no suitable building could be found that meets the need of the Kraysna Municipality. The Municipality is still making use of the offices situated at the old main road building belonging to Albatros Property Trust. The Municipality will move into the new offices situated at 1 May 2024 when all the required approvals are given and the work is completed. The deviation is requested for the payment of the rental March and April 2024.	Exceptional Case
9	D	10561	2024/03/22	5468	DEON & CARINA BOSHOFF	Office Space Rental (HR) Building	R 78 648,38	R 68 389,90	R 68 389,88	R 68 389,88	R -	Corporate Services	Two sections of the Concillium Building on Erf 2984, Kraysna, owned by Deon & Carina Boshoff were previously leased by the Kraysna Municipality by virtue council resolutions to accommodate the following: (a) Our Human Resource Department who is currently using a portion of Concillium Building for office space; and (b) The Kraysna Municipality is also leasing office space for Garden Route District Municipality's Health Department in lieu of Kraysna Municipality occupying Garden Route District Municipality's offices on Erf 2790, Kraysna. During 2019, the administration commenced with a formal procurement process to obtain sufficient office space in accordance with the legislative prescripts. A tender to acquire office space commenced to ensure that a proper SCM process is followed for the renting of office space (T10/2019/20). The BAC on 31 October 2019 resolved that the bid should be cancelled on the basis that no suitable building could be found to meet the Kraysna Municipality's needs. A new tender process, T48/2019/20, was advertised on 05 March 2022, where after the evaluation and adjudication commenced but was also subsequently cancelled because no suitable office space could be identified to meet the municipality's needs. At a Council meeting held on 30 March 2022, council inter alia resolved that it "approves in principle the purchasing of Erf 9762, Kraysna (Woodmill Walk Building)", mandated the AMM to advertise the intended purchase of Erf 9762 for public comment and counter offers; and that a councillor workshop be arranged to discuss said purchase. Resolution C07/03/21 is enclosed hereto. On 29 June 2022, a follow up item C06/06/22 served before Council under which Council inter alia resolved that: the previous in principle approval to purchase Erf 9762 was rescinded, the proposal of the link-up of the Main Building and Finance building not be approved, that a preliminary study to construct a new office building on a portion of Erf 1342, Kraysna and converting the Upper Parking Level of Checkers into office space be conducted and that a cost estimation be done in relation to temporary relocating employees currently situated in leased buildings to the proposed sites (flats, houses and tourism office). Said resolution is enclosed hereto. A new lease agreement was signed from 1 October 2022 until 30 September 2023. A deviation memo was approved from 1 July 2022 until 30 June 2023. The tender for the preliminary studies and the cost estimation is set to be cancelled which will lead to Council having to extend the lease agreement as from 1 October 2023. The municipality needs to still make use of the current leased premises, Concillium Building, to accommodate our Human Resources Department and the Garden Route District Municipality's Health Department. An order, D/10432 was allocated for the period 1 October 2023 until 31 December 2023. In December 2023 an extension up to February 2024 was given. The pending move into the new office accommodation at the Kraysna Mall is also subject to the approval of the Transport Administration and Licensing Western Cape Mobility Department Western Cape Government. We have been consistently following up with the Department and still waiting their approval. The building process also is taking longer than expected, as the lead-time for the cashier glass are 4 to 5 weeks. The anticipated move now needs to be postponed for 1 May 2024 in order to allow that all the required approvals and work can be done. A new order for the rental for March and April 2024 is thus needed. The postponement of the move to 1 May was tabled before the Municipal Council on 1 March 2024. Although there is not enough money budgeted for the leasing of this space under vote number 35-74-50-18-7414(9/274-226827-241017) for the 2 months proposed, the Municipality is still making use of the offices situated at the Concillium Building. The Municipality will move into the new offices situated at 1 May 2024 when all the required approvals are given and the work is completed. As indicated, various SCM processes were followed to acquire office space but no suitable building could be found that meets the need of the Kraysna Municipality. The Municipality is still making use of the offices situated at the old main road building belonging to Albatros Property Trust. The Municipality will move into the new offices situated at 1 May 2024 when all the required approvals are given and the work is completed. The deviation is requested for the payment of the rental March and April 2024.	Exceptional Case
10	D	10562	2024/03/22	8502	NEDBANK BUSINESS BANKING	Fuel - Bulk Order	R 450 000 per week	R 300 000,00	R 111 497,03	R 111 497,03	R 188 502,97	Electro-Technical Services	The Municipality recognizes the critical role that a fuel management contract plays in ensuring effective services delivery. In light of this, the Municipality advertised a tender for the procurement of a fuel card management system on March 17, 2023. Unfortunately, no accredited financial service providers submitted tenders for this specific provision, and due to time limitations in advertising the tender, it had to be cancelled. To ensure continuity of services, the Council has granted an extension of the existing contract until December 31, 2023. However, it is crucial to address the necessary amendments to the contract to mitigate any potential negative impact on basic services. The notice of amendments for existing contracts was advertised on December 4, 2023, and closed on December 15, 2023. The reasons for the above are: Kraysna Municipality could have detrimental consequences for the Municipality's ability to manage routine service delivery effectively. It is imperative that we take the necessary steps to guarantee the provision of essential services to our community. A smooth and efficient service delivery if of utmost importance for the Municipality, and the successful implementation of a fuel management agreement is crucial in achieving this goal. Failing to execute this agreement would undoubtedly disrupt the service delivery, causing inconvenience to the residents. It is imperative that we address this issue promptly, as the council has already approved the credit facility for the provision of the fuel management system. Standard Bank informed us that they would not be able to establish the necessary facility before the council resolution is approved and signed. This further emphasizes the urgency of finding a solution to ensure uninterrupted service delivery. The Council has officially approved the Amendment of the fuel management system for the long-term contract tender T69 of 2020/21. This amendment will be in effect from January 1, 2024, until June 30, 2027. However, it is important to note that the new bank systems will not be resolved in time. The transition to Standard Bank will occur once the phase in phase out process is finished, which is expected to take no more than four weeks, 31 March 2024 or until the process to migrate to Standard Bank is completed.	Exceptional Case
11	D	10563	2024/03/22	8502	NEDBANK BUSINESS BANKING	Fuel - Bulk Order	R 450 000 per week	R 300 000,00	R 179 331,67	R 179 331,67	R 120 668,33	Electro-Technical Services	The Municipality recognizes the critical role that a fuel management contract plays in ensuring effective services delivery. In light of this, the Municipality advertised a tender for the procurement of a fuel card management system on March 17, 2023. Unfortunately, no accredited financial service providers submitted tenders for this specific provision, and due to time limitations in advertising the tender, it had to be cancelled. To ensure continuity of services, the Council has granted an extension of the existing contract until December 31, 2023. However, it is crucial to address the necessary amendments to the contract to mitigate any potential negative impact on basic services. The notice of amendments for existing contracts was advertised on December 4, 2023, and closed on December 15, 2023. The reasons for the above are: Kraysna Municipality could have detrimental consequences for the Municipality's ability to manage routine service delivery effectively. It is imperative that we take the necessary steps to guarantee the provision of essential services to our community. A smooth and efficient service delivery if of utmost importance for the Municipality, and the successful implementation of a fuel management agreement is crucial in achieving this goal. Failing to execute this agreement would undoubtedly disrupt the service delivery, causing inconvenience to the residents. It is imperative that we address this issue promptly, as the council has already approved the credit facility for the provision of the fuel management system. Standard Bank informed us that they would not be able to establish the necessary facility before the council resolution is approved and signed. This further emphasizes the urgency of finding a solution to ensure uninterrupted service delivery. The Council has officially approved the Amendment of the fuel management system for the long-term contract tender T69 of 2020/21. This amendment will be in effect from January 1, 2024, until June 30, 2027. However, it is important to note that the new bank systems will not be resolved in time. The transition to Standard Bank will occur once the phase in phase out process is finished, which is expected to take no more than four weeks, 31 March 2024 or until the process to migrate to Standard Bank is completed.	Exceptional Case

12	D	10564	2024/03/26	10357	NZUZO YALO TRADING (PTY)LTD	DEVIATION CONSTRUCTION OF EMERGENCY MATERIAL DAMSEBOS	R 364 000,00	R 158 260,87	R 182 000,00	R 182 000,00	R -	Integrated Human Settlements	On 30 January 2024 a devastating fire broke out in Damsebos South which resulted in that 10 informal structures burned down. The affected households of the informal area lost all their belongings in the fire, the affected families are stranded because they lost all their belongings and have no accommodation for the night. Currently there are no Expression of Interest in place to appoint contractors for the re-build of the structures. The Integrated Human Settlements Directorate have a panel of 7 contractors currently building houses in the different wards. Due to the emergency, we recommend that two (2) of the contractors on the panel under Tender 47/2021/22, be appointed to re-build the damaged structures and clean the affected site. Because of the emergency to follow the normal process in appointing contractors to clean and rebuild the damaged structures will take time. The affected families need urgent accommodation. Total estimate is as follows: Re-build of Informal Structures - 10x R35 000.00 = R350 000.00; Cleaning of sites (Damsebos South) 2x R 7 000.00 = R 14 000.00; Total = R 364 000.00.	Emergency
13	D	10565	2024/03/26	7059	KAMASHABA BUILDING AND ELECTRIC PROJECTS	CONSTRUCTION OF EMERGENCY MATERIAL DAMSEBOS	R 364 000,00	R 182 000,00	R 175 000,00	R 175 000,00	R 7 000,00	Integrated Human Settlements	On 30 January 2024 a devastating fire broke out in Damsebos South which resulted in that 10 informal structures burned down. The affected households of the informal area lost all their belongings in the fire, the affected families are stranded because they lost all their belongings and have no accommodation for the night. Currently there are no Expression of Interest in place to appoint contractors for the re-build of the structures. The Integrated Human Settlements Directorate have a panel of 7 contractors currently building houses in the different wards. Due to the emergency, we recommend that two (2) of the contractors on the panel under Tender 47/2021/22, be appointed to re-build the damaged structures and clean the affected site. Because of the emergency to follow the normal process in appointing contractors to clean and rebuild the damaged structures will take time. The affected families need urgent accommodation. Total estimate is as follows: Re-build of Informal Structures - 10x R35 000.00 = R350 000.00; Cleaning of sites (Damsebos South) 2x R 7 000.00 = R 14 000.00; Total = R 364 000.00.	Emergency
14	D	10568	2024/03/26	8069	TOLO N MILES	CONSTRUCTION OF WENDY HOUSES	R 172 000,00	R 177 960,00	R 77 000,00	R 77 000,00	R 100 960,00	Integrated Human Settlements	On Monday morning around 03h00 am on 26/02/2024 a devastating fire broke out in Concordia which resulted in 5 informal structures burned down. The affected households of the informal area lost all their belongings in the fire and one of the disabled kids was burnt during the fire, she is now in George hospital, the affected families are stranded as they lost all their belongings and have no accommodation for the night. Currently there are no Expression of Interest in place to appoint contractors for the re-build of the structures. The Integrated Human Settlements Directorate have a panel of 7 contractors currently building houses in the different wards. Due to the emergency, we recommend that two (2) of the contractors on the panel under Tender 47/2021/22, be appointed to re-build the damaged structures and clean the affected site. Because of the emergency to follow the normal process in appointing contractors to clean and rebuild the damaged structures will take time. The affected families need urgent accommodation. Total estimate is as follows: Re-build of Informal Structures - 5 x R35 000.00 = R175 000.00; Cleaning of sites (Damsebos South) 1 x R 7 000.00 = R 7 000.00; Total = R 182 000.00.	Emergency
						Total	R 4 314 555,82	R 3 841 234,82	R 3 841 234,82	R 497 060,10				
						VAT	R 647 183,37	R 576 185,22	R 576 185,22	R 74 559,02				
						Grand Total	R 4 961 739,19	R 4 417 420,04	R 4 417 420,04	R 571 619,12				

Deviation Reasons	
Emergency	4
Exceptional Case	8
Sole Supplier	2
Single Source	0

Quarter 3 Deviation Reasons			
Reason	Total	Invoiced Amounts (Excl. VAT)	
Emergency	6	R	1 160 251,29
Exceptional Case	40	R	14 427 850,50
Sole Supplier	3	R	8 661,74
Single Source	0	R	-
Total		R	15 596 763,53
VAT		R	2 339 514,53
Total Incl Vat		R	17 936 278,06

Quarter 3 Outstanding Amount		
Total Excl Vat	R	2 970 256,25
VAT	R	445 538,44
Total Incl Vat	R	3 415 794,69