

01 August 2024 - 31 August 2024													
Row Number	Type	Order Number	Date	Supplier Code	Supplier Name	Order Description	Original Awarded Amount	Original Order (Excluding VAT)	Invoiced to Date	Outstanding Amount	Primary Directorate	Comments	Reason
Column Reference	A	B	C	D	E	F	G	H	J	K	L	M	N
1	D	10643	2024/08/01	9855	NOBLE SPECTATUS FUND 4	Office space @ Customer Care_July to Sep	R 638 558,16	R 555 267,97	R 555 267,99	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 fromal 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 however 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 evaluationand 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 to be arranged to discuss said purchase. 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Council under which Council inter alia resolved that: the previous in principle approval to purchase Erf 9762 was rescinded, the proposal of the link-up of the Main building and Finance building not be approved, that a preliminary study to construct a new office building on a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 1343, 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 be 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 was cancelled which lead to Council having to extend the lease agreement as from 1 October 2023. An extension of three (3) months was granted with a lease agreement signed. The new offices at the Knysna Mall are however not completely ready and we need to still make use of the offices situated at the Old Standard Bank Building, situated on Erf 711, Knysna for the Customer Care Centre. The anticipated completion date is 30 September 2024. There is enough money budgeted for the leasing of this space under vote number 35-74-50-18-7414 (9/274-226827-241017) for the 3 months proposed. Currently there is a month-to-month lease agreement between Noble Spectatus Fund 4 (Pty) Ltd and Knysna Municipality. 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 Knysna Municipality have entered into a lease agreement with Grey Elephants Investments for leasing of office space and will move into the Knysna Mall offices as soon as the building is ready. The Municipality is still making use of the offices situated at the Old Standard Bank building belonging to Noble Spectatus Fund 4 (Pty) Ltd. This deviation is requested for the payment of the rental as from 1 July 2024 until 30 September 2024.	Exceptional Case
2	D	10644	2024/08/02	11383	ZKS AND NAM GENERAL TRADING	MIG: SURFACE OF GRAVEL RD_T06 2022/23	R 7 143 277,72	R 1 089 804,99	R 1 059 042,58	R 30 762,41	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) Balie 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) Balie 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
3	D	10646	2024/08/02	10900	QUANTRA CONSULTING SA (PTY)LTD	Professional Services - Sedgfield	R 2 146 852,75	R 444 479,96	R 444 479,96	R -	Planning & Economic Development	For execution of Human Settlements projects, the Directorate utilises services of a professional team encompassing a registered professional engineer as was required for the financial year 2022/23 financial year where such a company was appointed through a professional services tender to manage and supervise Human Settlements projects. Scope of works included drafting of technical documentation inclusive of engineering designs for the submission of funding applications to the Western Cape Department of Infrastructure. Quantra Consulting SA was appointed as a preferred service provider for the above-mentioned assignment based on a rate stipulated in the 2022/2023 housing subsidy quantum and period of appointment was from 13 February 2023 for a duration of one (1) year. At the time of their appointment, the company assisted the Municipality in drafting a funding application for the Sedgfield Housing project as submitted on 12 December 2023. In April of 2024, Western Cape Province indicated that they require amendments to the application, prior to the approval. The nature of the amendments includes designs and preliminary costing for the project and cam only be concluded through the input from the very company which drafted the preliminary application. The final professional fees will be determined when the Department of Infrastructure approved the funding application, thus the above figures as detailed in the December submission will be used as preliminary figures. It must be stated that fees payable to the Engineer will only comprise the amount to be outlined in the subsidy quantum and nothing more.	Exceptional Case
4	D	10647	2024/08/05	5468	DEON & CARINA BOSHOFF	Office Rental_Concillium Bldng_Jul24-Sep24	R 126 820,14	R 110 278,38	R 110 278,42	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). 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 and again from 1 July 2023 until 30 September 2023. The tender for the preliminary studies and the cost estimation, T60/2022/2023 was cancelled due to funding. An item was submitted to the Section 80 for Corporate Services for the extension of lease but the item was not discussed as the meeting was postponed until further notice. The lease needs to be extended as from 01 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. It is proposed that a further 3 month deviation be approved for up until 30 September 2024. There is money budgeted for the leasing of this space under vote number 35-74-50-18-7414 (9/274-226827-241017) for the 3 months proposed. 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 Concillium Building. The municipality have entered into a lease agreement with Grey Elephants Investments for leasing of office space and will move into the Knysna Mall offices as soon as the building is ready for occupation. The municipality is still making use of the offices situated at the Concillium Building belonging to Deon & Carina Boshoff. This deviation is requested for the payment of the rental as from 1 July 2024 until 30 September 2024.	Exceptional Case
5	D	10649	2024/08/07	11241	SECURITY CONSORTIUM SA	GAURDING OF MUNICIPAL SITES JULY 2024	Rates as per T25 of 2023/24	R 2 203 174,56	R 2 203 174,43	R -	Community Services	The current security services provider Security Consortium cc agreement will cease on 29/02/2024, 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 (T56 of 2023/24) 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. 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 top 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 up to 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 infrastruture 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 recommendation was tabled at the BAC 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. Following the joint sitting of the BEC & BAC on the 20th March 2024 regarding the bid for provision of physical security at the Municipality. This joint sitting emanated from the letter dated 11th March 2024 from the Accounting Officer referring back the recommendations of the BAC dated 07 March 2024 to the BEC to reconsider all the concerns raised by the BAC on the 07 March 2024 in relation to the Adjudication of the bids for provision of physical security services. The BAC on the 19th of March 2024 and on the 20th March 2024 respectively reconsidered the matter after written responses by the BEC, and BAC invited the BEC for joint sitting on the 20th March 2024 to verify the information of the bidders against the facts contained in the BEC report. A memorandum dated 20 March 2024 has been submitted to the Municipal Manager for consideration in which the BAC recommends the following; The BAC recommends that the Municipal Manager refer the matter back to the BEC to: 1. Re-start the evaluation process of the companies that passed the general and special conditions of bids; 2. To appoint/co-opt a security expert to guide the evaluation committee in relation to the interpretation of all security related aspects matter and documents pertaining the bids; 3. To reconstitute the BEC to consider full evaluation of bids; 4. To mandate the BEC to consider all Municipal SCM policies and procedures; 5. To conduct quality control and assurance by verifying all the bidder's clientele references letters submitted with the bids. Following the above joint sitting of the BAC and BEC a sbssequent recommendation was made to refer the tender to the BEC for re-evaluation and to clarify matters as identified in the joint sitting. This subsequently lead to the extension of the validity period of the tender, which expired on 19 July 2024, the validity period, therefore was extended until 19 August 2024 pending the re-evaluation and awarding of the tender. The re-evaluation of the tender served at the BAC meeting held on 17 July 2024, and no award was made in this regard. The BAC referred the evaluation back to the BEC in order to seek clarity on certain matters as contained in the BAC minutes of 17 July 2024. A BAC meeting has been scheduled for 24 July 2024 2024 where the re-evaluated BEC report of security services will form part of the items submitted and pending the outcome thereof. The Acting Municipal Manager issued an instruction on 23 July 2024 as quoted: "to avoid further irregular expenditure on this item, please put immediate temporary and legally compliant measures in place to procure security services for Knysna Municipality whilst finalising the current tender expeditiously (within 14 days) and report progress". The procurement of security services through an RFQ process is not a viable option due to the monetary value spent monthly on the provision of security services e.g. the threshold for RFQ's is R300 000.00 versus the amount spent monthly amounts to above R2million per month. This therefor places the risk of critical municipal assets and infrastructure being vandalised, which in turn will directly affect service delivery by the Municipality. The user department is of the view that the above further warrants an extension of the current service provider's services, as the finalisation of the tender is underway.	Exceptional Case
6	D	10653	2024/08/07	5835	IGNITE ADVISORY SERVICES	SDBIP USER FEES JULY 2024	R 300 000,00	R 13 623,55	R 13 623,55	R -	Executive & Council	Knysna Municipality is currently implementing an Organisational Wide Performance Management System, including related services. This system aligns to the priorities, strategic objectives, key performance indicators and targets as reflected in the Council Adopted 2024/2025 Integrated Development Plan. The system distinguish between the Performance of both the Section 56/57 appointees and Institutional Performance. A third component, namely an Individual Performance Module will also be added to the package of Knysna Municipality. To date, the Municipality was utilising the services of Ignite Automated System as the platform to measure the performance of the aforementioned municipal officials. To ensure continuity of the existing IPMS support services by Ignite Assist, the request is for the extension of the services of Ignite for the next four months until the end of February 2025. The municipality, in the interim, will formally request for the servcices of an Integrated Performance Management System that should cater for both Institutional and Individual Performance Management. The current SCM Policy does not make provision for the service and therefore the SCM policy will be amnded to provide for IPMS service as a statutory payment, because all municipalities will be required to procure for PMS services.	Exceptional Case
7	D	10654	2024/08/07	5835	IGNITE ADVISORY SERVICES	ICOMPLY JULY 2024	R 300 000,00	R 7 408,80	R 7 408,80	R -	Executive & Council	Knysna Municipality is currently implementing an Organisational Wide Performance Management System, including related services. This system aligns to the priorities, strategic objectives, key performance indicators and targets as reflected in the Council Adopted 2024/2025 Integrated Development Plan. The system distinguish between the Performance of both the Section 56/57 appointees and Institutional Performance. A third component, namely an Individual Performance Module will also be added to the package of Knysna Municipality. To date, the Municipality was utilising the services of Ignite Automated System as the platform to measure the performance of the aforementioned municipal officials. To ensure continuity of the existing IPMS support services by Ignite Assist, the request is for the extension of the services of Ignite for the next four months until the end of February 2025. The municipality, in the interim, will formally request for the servcices of an Integrated Performance Management System that should cater for both Institutional and Individual Performance Management. The current SCM Policy does not make provision for the service and therefore the SCM policy will be amnded to provide for IPMS service as a statutory payment, because all municipalities will be required to procure for PMS services.	Exceptional Case
8	D	10655	2024/08/07	5835	IGNITE ADVISORY SERVICES	SDBIP User Fees - August 2024	R 300 000,00	R 13 623,55	R 13 623,55	R -	Executive & Council	Knysna Municipality is currently implementing an Organisational Wide Performance Management System, including related services. This system aligns to the priorities, strategic objectives, key performance indicators and targets as reflected in the Council Adopted 2024/2025 Integrated Development Plan. The system distinguish between the Performance of both the Section 56/57 appointees and Institutional Performance. A third component, namely an Individual Performance Module will also be added to the package of Knysna Municipality. To date, the Municipality was utilising the services of Ignite Automated System as the platform to measure the performance of the aforementioned municipal officials. To ensure continuity of the existing IPMS support services by Ignite Assist, the request is for the extension of the services of Ignite for the next four months until the end of February 2025. The municipality, in the interim, will formally request for the servcices of an Integrated Performance Management System that should cater for both Institutional and Individual Performance Management. The current SCM Policy does not make provision for the service and therefore the SCM policy will be amnded to provide for IPMS service as a statutory payment, because all municipalities will be required to procure for PMS services.	Exceptional Case

9	D		10656	2024/08/13	11241	SECURITY CONSORTIUM SA	ALARM REPAIRS RUDOLF BALIE	Rates as per T25 of 2023/24	R	3 200,65	R	3 200,65	R	-	Community Services	The current security services provider Security Consortium cc agreement will cease on 29/02/2024, 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 (T56 of 2023/24) 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. 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 top 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 up to 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 infrastruture 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 recommendation was tabled at the BAC 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. Following the joint sitting of the BEC & BAC on the 20th March 2024 reagrding the bid for provision of physical security at the Municipality. This joint sitting emanated from the letter dated 11th March 2024 from the Accounting Officer referring back the recommendations of the BAC dated 07 March 2024 to the BEC to reconsider all the concerns raised by the BAC on the 07 March 2024 in relation to the Adjudication of the bids for provision of physical security services. The BAC on the 19th of March 2024 and on the 20th March 2024 respectively reconsidered the matter after written responses by the BEC, and BAC invited the BEC for joint sitting on the 20th March 2024 to verify the information of the bidders against the facts contained in the BEC report. A memorandum dated 20 March 2024 has been submitted to the Municipal Manager for consideration in which the BAC recommends the following; The BAC recomends that the Municipal Manager refer the matter back to the BEC to: 1. Re-start the evaluation process of the companies that passed the general and special conditions of bids; 2. To appoint/co-opt a security expert to guide the evaluation committee in relation to the interpretation of all security related aspects matter and documents pertaining the bids; 3. To reconstitute the BEC to consider full evaluation of bids; 4. To mandate the BEC to consider all Municipal SCM policies and procedures; 5. To conduct quality control and assurance by verifying all the bidder's clientele references letters submitted with the bids. Following the above joint sitting of the BAC and BEC a sbssequent recommendation was made to refer the tender to the BEC for re-evaluation and to clarify matters as identified in the joint sitting. This subsequently lead to the extension of the validity period of the tender, which expired on 19 July 2024, the validity period, therefore was extended until 19 August 2024 pending the re-evaluation and awarding of the tender. The re-evaluation of the tender served at the BAC meeting held on 17 July 2024, and no award was made in this regard. The BAC referred the evaluation back to the BEC in order to seek clarity on certain matters as contained in the BAC minutes of 17 July 2024. A BAC meeting has been scheduled for 24 July 2024 2024 where the re-evaluated BEC report of security services will form part of the items submitted and pending the outcome thereof. The Acting Municipal Manager issued an instruction on 23 July 2024 as quoted: "to avoid further irregular expenditure on this item, please put immediate temporary and legally compliant measures in place to procure security services for Knysna Municipality whilst finalising the current tender expeditiously (within 14 days) and report progress". The procurement of security services through an RFQ process is not a viable option due to the monetary value spent monthly on the provision of security services e.g. the threshold for RFQ's is R300 000.00 versus the amount spent monthly amounts to above R2million per month. This therefor places the risk of critical municipal assets and infrastructure being vandalised, which in turn will directly affect service delivery by the Municipality. The user department is of the view that the above further warrants an extension of the current service provider's services, as the finalisation of the tender is underway.	Exceptional Case	
10	D		10657	2024/08/13	11241	SECURITY CONSORTIUM SA	ARMED RESPONSE AND ALARM MONITORING JULY 2024	Rates as per T25 of 2023/25	R	111 250,00	R	111 250,00	R	-	Community Services	The current security services provider Security Consortium cc agreement will cease on 29/02/2024, 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 (T56 of 2023/24) 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. 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 top 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 up to 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 infrastruture 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 recommendation was tabled at the BAC 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. Following the joint sitting of the BEC & BAC on the 20th March 2024 reagrding the bid for provision of physical security at the Municipality. This joint sitting emanated from the letter dated 11th March 2024 from the Accounting Officer referring back the recommendations of the BAC dated 07 March 2024 to the BEC to reconsider all the concerns raised by the BAC on the 07 March 2024 in relation to the Adjudication of the bids for provision of physical security services. The BAC on the 19th of March 2024 and on the 20th March 2024 respectively reconsidered the matter after written responses by the BEC, and BAC invited the BEC for joint sitting on the 20th March 2024 to verify the information of the bidders against the facts contained in the BEC report. A memorandum dated 20 March 2024 has been submitted to the Municipal Manager for consideration in which the BAC recommends the following; The BAC recomends that the Municipal Manager refer the matter back to the BEC to: 1. Re-start the evaluation process of the companies that passed the general and special conditions of bids; 2. To appoint/co-opt a security expert to guide the evaluation committee in relation to the interpretation of all security related aspects matter and documents pertaining the bids; 3. To reconstitute the BEC to consider full evaluation of bids; 4. To mandate the BEC to consider all Municipal SCM policies and procedures; 5. To conduct quality control and assurance by verifying all the bidder's clientele references letters submitted with the bids. Following the above joint sitting of the BAC and BEC a sbssequent recommendation was made to refer the tender to the BEC for re-evaluation and to clarify matters as identified in the joint sitting. This subsequently lead to the extension of the validity period of the tender, which expired on 19 July 2024, the validity period, therefore was extended until 19 August 2024 pending the re-evaluation and awarding of the tender. The re-evaluation of the tender served at the BAC meeting held on 17 July 2024, and no award was made in this regard. The BAC referred the evaluation back to the BEC in order to seek clarity on certain matters as contained in the BAC minutes of 17 July 2024. A BAC meeting has been scheduled for 24 July 2024 2024 where the re-evaluated BEC report of security services will form part of the items submitted and pending the outcome thereof. The Acting Municipal Manager issued an instruction on 23 July 2024 as quoted: "to avoid further irregular expenditure on this item, please put immediate temporary and legally compliant measures in place to procure security services for Knysna Municipality whilst finalising the current tender expeditiously (within 14 days) and report progress". The procurement of security services through an RFQ process is not a viable option due to the monetary value spent monthly on the provision of security services e.g. the threshold for RFQ's is R300 000.00 versus the amount spent monthly amounts to above R2million per month. This therefor places the risk of critical municipal assets and infrastructure being vandalised, which in turn will directly affect service delivery by the Municipality. The user department is of the view that the above further warrants an extension of the current service provider's services, as the finalisation of the tender is underway.	Exceptional Case	
11	D		10658	2024/08/22	7732	THE INSTITUTE OF INTERNAL AUDITORS SOUTH AFRICA	IIASA Membership fees 2024/25	R	15 125,97	R	10 180,50	R	10 180,50	R	-	Executive & Council	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 members of the professional body and 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 requires 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. The CAE, CFO and the Internal Auditor are doing a renewal of membership fees for the 2024/25 financial year and also requires a new membership for the newly appointed Senior Clerk: Internal Auditing. As the members of the IIA SA, we will achieve instant recognition as professionals, dedicated to maintain high standards and a code of ethics that earns respect, trust and reputation of competence. This will also adress part of the finding 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 a variety of discounted training programs, access to guidance papers on changes and developments within the internal audit sphere. This will also provide staff with an opportunity to enrol for certification exams as identified in the WSP.	Sole Supplier
12	D		10662	2024/08/23	10583	HARVEY WORLD TRAVEL MIDRAND	Accommodation for December water crisis delegates		R	15 267,11	R	15 267,11	R	-	Executive & Council	In December we had an incident that left the Greater Knysna with no water. We had to request the assistance of other municipalities and with that came additional accommodation costs. The tender has not been finalised and this was an emergency situation where we had no choice to deviate.	Emergency	
							Total		R	4 577 560,02	R	4 546 797,54	R	30 762,41				
							VAT		R	686 634,00	R	682 019,63	R	4 614,36				
							Grand Total		R	5 264 194,02	R	5 228 817,17	R	35 376,77				

Deviation Reasons	
Emergency	1
Exceptional Case	10
Sole Supplier	1
Single Source	0