



REPORT TO BID ADJUDICATION COMMITTEE

(Deviations from, and ratification of minor breaches of, procurement processes: Regulation 36 of the Municipal Supply Chain Management Regulations)

To:	Bid Adjudication Committee
Contract Description:	SOLID WASTE MANAGEMENT IN DURBAN CENTRAL BUSINESS DISTRICT ZONE 1- WARDS 28 AND 32
Date:	14 October 2024

Contract no:	WS.7158U	Unit:	CSW
Project Manager:	Siphiwe Makhanya	Department:	Strategic & New Development
E-mail:	siphiwe.makhanya@durban.gov.za	Cellular phone no:	-
Telephone number:	031 311 8343	Fax no:	N/A

Project Objective/s:	The purpose of this report is to seek authority from the Bid Adjudication Committee to approve the appointment of the service provider under Section 36 (1) (a) & (v) of the SCM regulations.
Scope of Works:	This specification applies to the provision of street cleaning services in the Durban Central Business District incorporating the following: • Litter picking in streets, road reserves and specified public/communal areas such as taxi ranks and bus ranks, open picnic areas and /or as directed by the Manager. • Sweeping of streets, road reserves and specified public/communal areas such as taxi ranks and bus ranks and /or as directed by the Manager. • Removal of waste from street litterbins. • Sundry services, such as the removal of illegal dumps or accumulations of waste, to be provided on a dayworks basis in accordance with instructions issued by the Manager.

1. CATEGORY:

Goods	
Services	X
Engineering & Construction Works	
Leases	

Professional Services (Built Environment)	
Professional Services (Other)	
Movable Asset Disposal	
Immovable Asset Disposal	



2. **ELEMENT OF REGULATION 36 APPLICABLE:**

1(a) (i)	An emergency	
(ii)	The goods or services are produced or available from a single provider only	
(iii)	The acquisition of special works of art or historical objects where specifications are difficult to compile	
(iv)	The acquisition of animals for zoos; or	
(v)	Exceptional case where it is impractical or impossible to follow the official procurement processes; and	X
1(b)	To ratify any minor breaches of the procurement processes by an official or committee acting in terms of delegated powers or duties which are purely of a technical nature	

Motivation overleaf

3. **MOTIVATION FOR APPLICABILITY OF REGULATION 36**

BACKGROUND

3.1 The Cleansing and Solid Waste Unit has been utilizing the services of WS. 7158 major contract to provide street sweeping services in the Durban Central Business District. The approval of the contract award for WS.7158 was made by the Bid Adjudication Committee on **27 January 2020**. A copy of the BAC decision is attached as **Annexure A**. Contract WS. 7158 commenced on 01 May 2020 and the completion date was on 30 April 2023.

The Unit prepared and submitted BSC reports for replacement contracts in November 2022. However, the Unit received communication from Supply Chain Management about changes in PPPFA regulations that impact the new replacement contracts. The Unit therefore had to put on hold the process of advertising replacement contracts up until the new regulation was communicated.

Below is the extract from the contract procurement plan.



Tender documents and BSC reports submitted to SCM Tenders on 05-Dec-2022 for BSC meeting. BSC meeting (18-01-2023) postponed due to amendments in PPPFA (preferential points system).

New templates for tenders and BSC reports were circulated in 24-02-2023 and clarification meeting by SCM was held on 27-02-2023. The new tender reports were submitted to SCM Tenders on 15-03-2023. The tenders were approved by BSC on 22-03-2023. Advert date 06-04-2023; tender closing 12-05-2023; closing bidders emailing of queries 26-04-2023; Unit's response and upload 04-05-2023. (Action - Eugene/ Dumisani / Lindiwe)

- 3.2 A Section 116(3) for the increase in contract authority, report number (SW2023/025) was granted through the Bid Adjudication Committee in April 2023. The BAC decision is attached as **Annexure B**.
- 3.3 An extension of one (1) month, report (SW2023/032) was granted through the Bid Adjudication Committee in April 2023 and its completion date is 31 May 2023. A copy of the BAC decision is attached as **Annexure C**.
- 3.4 Another Section 36 appointment was granted by the Bid Adjudication Committee for a period of five (5) months (01 June 2023- 31 October 2023). The BAC decision is attached as **Annexure D**.
- 3.5 A Section 36 appointment was approved by the Bid Adjudication Committee for a period of six (6) months (1 November 2023- 30 April 2024). The BAC decision is attached as **Annexure E**.
- 3.6 The current Section 36 appointment was granted by the Bid Adjudication Committee for a period of six (6) months (1 May 2023- 31 October 2024). The BAC decision is attached as **Annexure F**.

4. STATUS OF THE REPLACEMENT AND ADVERTISED CONTRACTS

- 4.1 The Unit advertised six (6) replacements contracts, WS.7622, WS.7623, WS.7624, WS.7625, **WS.7626**, and WS.7627 on 06 April 2023 and will close on 12 May 2023, refer to **Annexure G**. It must be noted that **WS.7626** is a replacement contract for **WS.7158**. All



six (6) replacement contracts were advertised simultaneously. The total number of applications received in respect of these tenders were about **531**.

The evaluation reports for the six (6) contracts were tabled at the Bid Evaluation Committee (BEC) and was deferred by the Committee, **refer to Annexure H**. The Unit prepared an addendum for the concerns that were raised by the committee and was submitted.

On 02 May 2024, three (3) contracts (WS. 7622, WS. 7624 and WS. 7625) were deferred while two (2) were approved (WS. 7623 and WS. 7627), **refer to Annexure I**. An addendum for the deferred contracts was prepared and submitted to the committee.

No unsuccessful letters have been issued for these contracts, and the Unit is still awaiting their release.

- 4.2 The Unit also advertised twelve (12) replacements contracts, WS.7496, WS.7497, WS.7498, WS.7499, WS.7500, WS.7501, WS.7502, WS.7503, WS.7504, WS.7505, WS.7506 and WS.7563 on 08 July 2022 and closed on 12 August 2022, **refer to Annexure J**. All twelve (12) replacement contracts were advertised simultaneously. The total number of applications received in respect of these tenders were about **865**.

The evaluation reports for the 12 contracts were initially submitted to SCM on 16 January 2024 for reviewing. Between 23 January 2024 and 29 February 2024, SCM provided feedback highlighting concerns and corrections that required attention from the Unit. From 25 January 2024 to 29 February 2024, the Unit addressed queries as and when they were received. Additionally, several concerns were conveyed to the bidders, who provided responses to SCM department e.g., updated tax clearance pin, recent Annual Financial Statements, valid BBBEE etc.

The evaluation reports for the 12 contracts were tabled at the Bid Evaluation Committee (BEC) and was deferred by the Committee, **refer to Annexure K**. The Unit drafted addendums addressing the concerns raised by the committee and submitted them to the committee.



Unsuccessful letters, dated 08/ 08/ 2024, were issued and emailed to the respective bidders, providing a 14-day appeal period, which expired on 26/ 08/ 2024. However, to date, the Unit continues to receive requests from the Legal Department for reasons behind the elimination, along with objections from bidders regarding the responses.

These objections still need to be referred to the Appeals Authority, and it appears that the process will take additional time due to the large number of appeals received.

- 4.3 Lastly, the Unit advertised five (5) replacements contracts, WS.7558, **WS.7559**, WS.7560, WS.7561, and WS.7562 on 16 September 2022 and closed on 21 October 2022, refer to **Annexure L**. All five (05) replacement contracts were advertised simultaneously. The total number of applications received in respect of these tenders were about **549**.

The evaluation reports for the five (5) contracts were tabled at the Bid Evaluation Committee (BEC) and was deferred by the Committee, **refer to Annexure M**.

The addendums were drafted addressing the concerns raised by the committee and submitted. On 21 August 2024 these contracts were approved excluding WS. 7561 which was later approved after submitting an addendum.

Unsuccessful letters for these contracts have been issued to the bidders, each with a 14-day appeal period, and some of these appeals have already been emailed to the Unit for responses regarding the reasons for elimination.

5. **REASON FOR DEVIATION**

The reasons for deviation are based on the following factors:

- **The high volume of applications received:** The documents are now available for free download and printing, leading to increased interest from bidders and a rise in bid responses.
- **The number of contracts advertised simultaneously:** The evaluation of 1945 applications are time-consuming and voluminous.
- **The strain on resources due to the need to evaluate these applications comprehensively,** e.g., availability of personnel, equipment's etc.

We are also uncertain about the timeline for the finalization of the appeals.



6. PROJECT ESTIMATES, FINANCIAL AUTHORITY & RECOMMENDED COMPANY:

	Excl. VAT	VAT	Incl. VAT
Estimated Contract Value	R 3 975 683.90	R 596 352.59	R 4 572 036.48
Total Cost to Council	R 3 975 683.90	R 596 352.59	R 4 572 036.48

Financial Provision has been made for the project as follows:

Vote No	Financial Year	Provision	Commitment	Available Amt.
79452.10810.11.11300. 0000.MRC01.0010	2024/2025	R 3 975 683.90		

FC No. (364- 366- 060)

ANTICIPATED EXPENDITURE

2024/ 2025	TOTAL
R 3 975 683.90	R 3 975 683.90 (EXCL.)

The signed Financial Certificate is attached as **Annexure N**.

7. CONSENT BY THE SUPPLIER

The committee must note that Titias Building Renovations and Maintenance cc has given consent for the Unit to use rates that were tendered under WS.7158. A letter of acceptance of appointment with original rate, **refer to Annexure O**.

8. COMPLIANT DOCUMENTS

The copies of the following compliant documents submitted by Titias Building Renovations and Maintenance cc are attached in **Annexure P**.

- i) Tax Compliance Pin
- ii) B-BBEE Affidavit
- iii) Declaration of Municipal Fees
- iv) Municipal Account Bill
- v) MBD 2
- vi) MBD 4
- vii) MBD 5
- viii) MBD 6.1
- ix) MBD 8
- x) MBD 9
- xi) Annual Financial Statements



9. APPROVAL BY ACTING HEAD (SCM) TO UTILISE SECTION 36:

Due to time taken in completing the evaluation reports of the replacement contracts, the Unit sought authority from Acting Head's (SCM) to utilise Section 36 appointment. **Refer to Annexure Q** for the report with a signature of Acting Head's (SCM).

10. FORM OF CONTRACT & SURETY:

- ☐ **Government Procurement** General Conditions of Contract (From National Treasury for Goods & Services) (May 2007)
- ☐ **GCC (2004)** (General Conditions of Contract for Construction Works)
- ☐ **JBCC series Minor Works Agreement** - Edition 4.0 of August 2007
- ☐ **JBCC series 2000 Principal Building Agreement** - Edition 5.0 of July 2007
- ☐ **NEC Engineering and Construction Contract** 2nd Edition 1995 (ECC2)
- ☐ **FIDIC** (Conditions of Contract for Construction, Conditions of Contract for Plant and Design-Build, Conditions of Contract for FIDIC EPC/Turkey Projects or Short Form of Contract.)
- ☐ **Other form of contract: Specify**
- ☐ **Surety required: Y/N** **or** ☐ **Performance Guarantee required: Y/N**

11. RESPONSIVENESS REQUIREMENTS:

NB: Copies of each of the following must be attached to the report for the recommended company

☐	CIDB: Printout of CIDB Registration from www.cidb.org.za
☐	Tender offer must be properly received fully completed and signed in black ink (erasable pens not permitted)
☐	Submission of applicable Resolution by the Legal Entity, or consortium / joint venture, authorising a dedicated person(s) to sign documents on behalf of the firm / consortium / joint venture
☐	Registration on the Municipality's centralised supplier database – FP Lite
☐	ITC status checked
☐	Submission of Declaration of Interest
☐	Submission of Declaration of Municipal Fees
☐	Valid Original Tax Clearance Certificate ie. SARS has certified that the bidder's tax matters are in order or that arrangements have been made to the satisfaction of SARS that the outstanding tax obligations will be met
☐	Company/CC/Trust/Partnership registration certificates



☐	Joint Venture Agreement and Power of Attorney in case of Joint Ventures
☐	Workmen's Compensation Registration Certificate (or proof of payment of contributions in terms of the Compensation for Occupational Injuries and Diseases Act No. 130 of 1993)
☐	Insurance Instructions
☐	Other restrictive conditions peculiar to this contract eg. Vehicle, plant, etc. – be specific and provide detail of requirements together with motivation for such.

12. PROJECTED DATES:

Steps	Projected Date
Submission to Tenders & Contracts Co-ordination for Bid Adjudication Committee	
Bid Adjudication Committee	
Contract Start Date	01/ 11/ 2024
Contract Completion Date	30/ 04/ 2025

Contract Duration	6	Months
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13. RECOMMENDATIONS:

- It is therefore recommended that **Tiffas Building Renovations and Maintenance cc** be awarded contract **WS. 7158U: Street Sweeping Services in the Durban Central Business District** in terms of Regulation 36 of the Municipal Supply Chain Management Regulations.
- Subject to the adoption of (1) above, an amount of **R 3 975 683.90** (excluding VAT), be authorized to cover the contractual cost to be incurred on a month-to-month basis for a maximum period of six (6) months with effect from 01 November 2024- 30 April 2025, or until the new contract is awarded, whichever period comes first,
- Subject to the adoption of 1 & 2 above, the City Manager record the reasons for any deviations and report it to the next meeting of Council, or board of directors in the case of a Municipal Entity and include it as a note to the annual financial statements.

Siphiwe Makhanya		
Name of Project Manager		
031 311 8343	Signature	Date
Contact Telephone Number	Declaration by Project Manager: I have prepared this report in a fair and proper manner in accordance with the conditions of contract, and relevant Codes of Conduct	



Xolani Mbuyazi		
Name of Admin. Manager (CSW) Strategic & New Dev.	Signature	Date
Contact Telephone Number		

Noluthando Magewu		
Name of Acting Head (CSW)	Signature	Date
Contact Telephone Number		

Ednick Mswell		24/10/2024
Name of Acting Deputy City Manager: Trading Services	Signature	Date
Contact Telephone Number		

Sandile Mnguni		28/10/24
Name of CFO: Treasury	Signature	Date
Contact Telephone Number	Confirming the budget availability only as per attached EC	
Musa Ndaba		29/10/2024
Name of Manager: SCM- Compliance & Monitoring	Signature	Date
Contact Telephone Number		

Submission of reports

All reports should be forwarded to Ms Bongwiwe Nyandeni, Manager of the Tenders & Contracts Co-ordination Branch, 6th Floor, Engineering Building, 166 K E Masinga Road (formerly Old Fort Road), on or before the deadline dates for submission, together with accompanying documentation.

Tel. 322-7015

Incomplete submissions will not be placed onto the meeting agenda.