



water & sanitation

Department:
Water and Sanitation
REPUBLIC OF SOUTH AFRICA

ENQUIRIES: L. Manqele
TELEPHONE: 012 336 8394
REFERENCE: 4/8/3/6/1RH

CHIEF DIRECTOR: SUPPLY CHAIN MANAGEMENT

REQUEST FOR APPROVAL TO DEVIATE FROM THE NORMAL PROCUREMENT PROCESS AND APPOINT A SERVICE PROVIDER USING THE EMERGENCY PROCUREMENT PROCESS TO PROCURE DIESEL FOR THE GENERATOR THAT SUPPORTS THE SERVER INFRASTRUCTURE IN THE SERVER ROOM IN SEDIBENG BUILDING DURING CURRENT ELECTRICAL SHUTDOWN BY CITY OF TSHWANE UNTIL ELECTRICITY IS RESTORED

1. PURPOSE

- 1.1 To seek approval to deviate from the normal procurement process and appoint a service provider using the emergency procurement process to procure diesel for the generator that supports the server infrastructure in the server room in Sedibeng building during current electrical shutdown by City of Tshwane until electricity is restored.

2. BACKGROUND AND DISCUSSION

- 2.1 The Department experienced power shutdown by City of Tshwane at Head Office, Sedibeng building on Wednesday, 22 June 2022. Due to the electrical power shutdown all server's infrastructure are running and kept in production by means of the generator installed in Sedibeng building. The services include SAP, WARMS, WMS, Flood management, EWULAAS, NGIS, etc.
- 2.2 The electrical power was shut down around 11h45 on 22 June 2022 and the levels of diesel in the generator is currently low and needs to be topped up to ensure continuation and availability of Information Technology services. It is estimated that the generator utilises around thirty-five litres of diesel per hour. The generator has a tank capacity of around five hundred litres of diesel. It is estimated that about five hundred litres of diesel is required to fill the tank and then also about 200 litres to fill the standby drum with diesel.
- 2.3 Due to the uncertainty in terms of when the electrical power will be restored it is recommended that a service provider be appointed for the period the generator is deployed to keep the server infrastructure in production until the power is back. It needs to be mentioned that during a similar incident earlier this year the municipal power was not available for about two days
- 2.4 In view of above it is recommended that a service provider be appointed to support the generator with diesel as and when required. It needs to be mentioned that if the electrical power is restored, the Department will only be invoiced for diesel delivered. This will be specifically clarified with the supplier.



NATIONAL DEVELOPMENT PLAN
Our Future - make it work

- 2.5 Due to the low levels of diesel in the generator and the high risk that equipment may be damaged if shut down, this request is to follow the emergency procurement process for diesel

3. IMPLICATIONS

3.1 Personnel

- 3.1.1 None.

3.2 Financial

- 3.2.1 The total cost for procurement of diesel will be based on the diesel delivered during this emergency. Funds are available under Chief Directorate: Information and Communication Technology. Please note this is maximum covered by this submission. Once the electrical power is restored, DWS will only pay for diesel delivered.

3.3 Legal

- 3.3.1 None.

3.4 Regulatory Compliance

- 3.4.1 The emergency procurement is in compliance with DWS SCM Policy

3.5 Communication

- 3.5.1 None

4. OTHER COMPONENTS CONSULTED

- 4.1 Supply Chain Management (Main Account)

5. RECOMMENDATION

It is recommended:

- 5.1 that approval is granted to deviate from the normal procurement process and appoint a service provider using the emergency procurement process to procure diesel for the generator that supports the server infrastructure in the server room in Sedibeng building during current electrical shutdown by City of Tshwane until electricity is restored.



DIRECTOR: IT OPERATIONS

NAME: MR LCS MANQELE

DATE: 2022/06/23

RECOMMENDATION IN SUB-PAR 5.1: SUPPORTED / NOT SUPPORTED



CHIEF INFORMATION OFFICER

NAME: MR A KEKANA

DATE: 23/06/2022

5. RECOMMENDATION

It is recommended:

- 5.1 that approval is granted to deviate from the normal procurement process and appoint a service provider using the emergency procurement process to procure diesel for the generator that supports the server infrastructure in the server room in Sedibeng building during current electrical shutdown by City of Tshwane until electricity is restored.

RECOMMENDATION IN SUB-PAR 5.1: APPROVED / NOT APPROVED



CHIEF DIRECTOR: SUPPLY CHAIN MANAGEMENT (MAIN ACCOUNT)

NAME: MR N SEROKA

DATE: 23/06/2022

28 June 2022

SCM ensure supplier is sourced through the CSD and SBD4 and Tax matter etc.



**MATSOBA
BUSINESS ENTERPRISES**

WHOLESALE LICENSE - W/2013/0073

EMAIL:
info@matsobapetroleum.co.za

**Matsoba Business
Enterprises**

B-BBEE Level - 1

CC NO: 2004/000847/23
VAT NO: 4730250836
583 COLLEAGUESE, PRETORIA, 0022

Document

QUOTATION

Contact: 081 867 5430

**Attention: Mr Nong Sefastien
National Department of Water & Sanitation**

DATE: 29/06/22

QOUTATION MBE20004

ORDER NO: WQ-28359

VOLUME	PRICE PER LITRE
1 lt	R25.10

DIESEL 50ppm – Delivered to 185 Francis Baard Street

Price Valid Until 5 July 2022, as there will be a National increase of Fuel Price on the 6th of July 2022

NB: Diesel Price is subject to change as per regulated b the Department of Energy

Thank you for your business

Yours sincerely: Collet Schiel

Capacity: Managing Director

Mobile: 081 867 5430

Signage:

“QUALITY - NO COMPROMISE”

1