

DEVIATION FROM AND RACTIFICATION OF MINOR BREACHES OF PROCUREMENT PROCESSES

M1814

This form is to be used in all cases in which there is a deviation from the standard procurement processes and for the ratification of minor breaches of procurement processes. The form is to be signed by the Accounting Officer and a copy is to be forwarded to the Supply Chain Management Unit (SCMU) for reporting to Council. The SCMU is to submit these reports to Council on behalf of the accounting officer as well as include this report as a note to the annual financial statements.

Section 36 (1) of the Supply Chain Management Policy states that:

'The accounting officer may –

- (a) dispense with the official procurement processes established by the policy and to procure any required goods or services through any convenient process, which may include direct negotiations, but only-
 1. In an emergency.
 2. If goods and services are produced or available from a single provider only.
 3. For the acquisition of special works of art or historical objects where specifications are difficult to compile.
 4. Acquisition of animals for zoos and/or nature and game reserves.
 5. In any other exceptional case where it is impractical or impossible to follow the official procurement processes.
- (b) 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.

Details of goods /services required	:	REPAIRS AND SERVICES TO UD FLEET
Requested by	:	MECHANICAL WORKSHOP
Telephone contact number	:	034 327 7600 EXT 225
Department	:	TECHNICAL SERVICES (MECHANICAL)
Cost Centre	:	010440010344
Requisition Number	:	
Value	:	
Supplier	:	N11 COMMERCIAL TRUCKS (UD TRUCKS)
Reason for Deviation: as above, please circle		1 (2) 3 4 5 b

Explanation for Deviation:

Single Service Provider

UD TRUCKS is the only approved Nissan/UD Truck service centre within a 100KM radius.

In addition to the current UD Fleet range, the Provincial Government has donated one water tanker truck which is of the Nissan/UD brand.

Due to the complexity of the Agent service required for warranty purposes and special software required for diagnostics, approval is therefore sought to utilize **N11 COMMERCIAL VEHICLES/UD TRUCKS** for the purposes hereof for a period of 18 months from date of approval in order to allow the municipal vehicles to be serviced on time and to comply with the Newcastle Municipality's vision and mission in terms of service delivery.

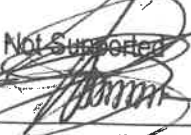
DEVIATION FROM AND RACTIFICATION OF MINOR BREACHES OF
PROCUREMENT PROCESSES

SECTION 36(1)

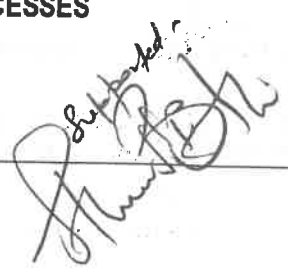
Act SED: Technical Services

S. Shange

Supported / Not Supported

Signature: 

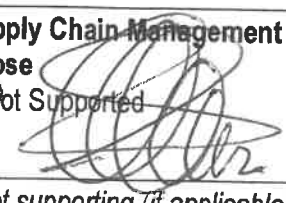
Reason for not supporting (if applicable):

Date: 

Director: Supply Chain Management Unit

Mr. M. Mdalose

Supported / Not Supported

Signature: 

Reason for not supporting (if applicable):

Date: 16/5/2022

Chief Financial Officer

Mr. S. Nkosi

Supported / Not Supported

Signature: 

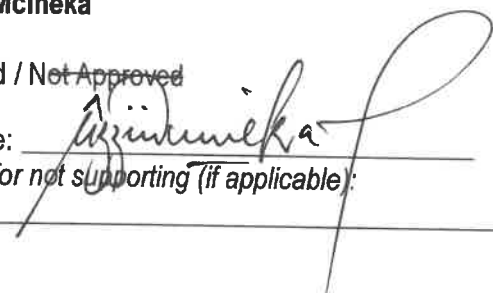
Reason for not supporting (if applicable):

Date: 2022/05/17

Acting Municipal Manager

Mr. ZW Mcineka

Approved / Not Approved

Signature: 

Reason for not supporting (if applicable):

Date: 18/05/2022

DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the state¹.
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.
3. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

- 3.1 Full Name of bidder or his or her representative: Loise Kapp
- 3.2 Identity Number: 9304290009080
- 3.3 Position occupied in the Company (director, trustee, shareholder): Accountant / Proxy
- 3.4 Company Registration Number: 19981014058107
- 3.5 Tax Reference Number: 9052007 672
- 3.6 VAT Registration Number: 4770266299
- 3.7 The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.
- 3.8 Are you presently in the service of the state? YES / ~~NO~~
- 3.8.1 If yes, furnish particulars.

¹MSCM Regulations: "in the service of the state" means to be –

- (a) a member of –
 - (i) any municipal council;
 - (ii) any provincial legislature; or
 - (iii) the national Assembly or the national Council of provinces;
- (b) a member of the board of directors of any municipal entity;
- (c) an official of any municipality or municipal entity;
- (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
- (e) a member of the accounting authority of any national or provincial public entity; or
- (f) an employee of Parliament or a provincial legislature.

² Shareholder" means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.

3.9 Have you been in the service of the state for the past twelve months? YES / NO

3.9.1 If yes, furnish particulars.....
.....

3.10 Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid? YES / NO

3.10.1 If yes, furnish particulars.
.....
.....

3.11 Are you, aware of any relationship (family, friend, other) between any other bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid? YES / NO

3.11.1 If yes, furnish particulars
.....
.....

3.12 Are any of the company's directors, trustees, managers, principle shareholders or stakeholders in service of the state? YES / NO

3.12.1 If yes, furnish particulars.
.....
.....

3.13 Are any spouse, child or parent of the company's directors trustees, managers, principle shareholders or stakeholders in service of the state? YES / NO

3.13.1 If yes, furnish particulars.
.....
.....

3.14 Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract. YES / NO

3.14.1 If yes, furnish particulars:
.....
.....

4. Full details of directors / trustees / members / shareholders.

Full Name	Identity Number	State Employee Number

Kapp
Signature

16/05/2022
Date

Proxy
Capacity

Louie Kapp
Name of Bidder

DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Municipal Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by municipalities and municipal entities in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be rejected if that bidder, or any of its directors have:
 - a. abused the municipality's/municipal entity's supply chain management system or committed any improper conduct in relation to such system;
 - b. been convicted for fraud or corruption during the past five years;
 - c. willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
 - d. been listed in the register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).
- 4 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

Item	Question	Yes	No
4.1	Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector? (Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the <i>audi alteram partem</i> rule was applied). The Database of Restricted Suppliers now resides on the National Treasury's website (www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.	☐	☒
4.1.1	If so, furnish particulars:		
4.2	Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? The Register for Tender Defaulters can be accessed on the National Treasury's website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.	☐	☒
4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court outside of the Republic of South Africa) for fraud or corruption during the past five years?	☐	☒
4.3.1	If so, furnish particulars:		

Item	Question	Yes	No
4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality/municipal entity, or to any other municipality/municipal entity, that is in arrears for more than three months?	☐	☒
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the bidder and the municipality/municipal entity or any organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	☐	☒
4.5.1	If so, furnish particulars:		

CERTIFICATION

I, THE UNDERSIGNED (FULL NAME) Louie Kapp
 CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION
 FORM IS TRUE AND CORRECT.

I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT,
 ACTION MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION
 PROVE TO BE FALSE.

Kapp
 Signature
Pray
 Position

16/05/2022
 Date
Louie Kapp
 Name of Bidder
 Js367bW



CSD REGISTRATION REPORT

SUPPLIER IDENTIFICATION

Supplier number	MAAA0370396	Country of origin	South Africa
Is supplier active?	Yes	South African company/CC registration number	1998/014058/07
Allow associates?	Yes	Have Bank Account	Yes
Supplier type	CIPC Company	Registration date	21 Jul 1998 00:00:00:000
Supplier sub-type	Private Company (Pty)(Ltd)	Created by	kacelia@ettc.co.za
Legal name	N11 COMMERCIALS	Created date	18 Nov 2016 11:10:56:000
Trading name	UD Trucks Newcastle	Edit by	kacelia@ettc.co.za
Identification type	South African Company/Close Corporation Registration Number	Edit date	06 Aug 2021 13:32:45:970
Government breakdown	Private Companies (Pty) (Ltd)	Restricted Supplier	No
Business status	In Business		

SUPPLIER INDUSTRY CLASSIFICATION INFORMATION

INDUSTRY CLASSIFICATION 1

Main group	Wholesale and retail trade, repair of motor vehicles and motorcycles	Core industry	Wholesale and retail trade and repair of motor vehicles and motorcycles
Division	Wholesale and retail trade and repair of motor vehicles and motorcycles	% share of annual turnover	100.00

SUPPLIER CONTACT INFORMATION

CONTACT 1

Contact type	Administration,Bid Office	Cellphone number	079 713 4241
Is this your preferred Contact?	Yes	Fax number	0343757222
Name(s)	Kacelia	Do you want this contact to also be a CSD user ?	Yes





CSD REGISTRATION REPORT

Surname	Vermaas	Created by	kacelia@ettc.co.za
Identification type	South African Identification Number	Created date	18 Nov 2016 11:10:57:203
Prefer communication via email	Yes	Edit by	kacelia@ettc.co.za
Email address	kacelia@ettc.co.za	Edit date	18 Nov 2016 11:10:57:203
Telephone number	0611172380		

SUPPLIER ADDRESS INFORMATION

ADDRESS 1

Is this a preferred address?	Yes	Ward Number	1
Address line 1	PO Box 158	Country	South Africa
Address line 2	Newcastle	This address S/A payment	Yes
Suburb	Riverside Industrial	Created by	kacelia@ettc.co.za
Province	KwaZulu-Natal	Created date	17 Nov 2016 13:23:28:000
Municipality	Newcastle	Edit by	kacelia@ettc.co.za
City	Newcastle	Edit date	18 Nov 2016 11:10:57:203
Postal code	2940		

ADDRESS 2

Is this a preferred address?	No	Ward Number	1
Address line 1	8	Country	South Africa
Address line 2	Gutenberg Street	This address S/A delivery	Yes
Suburb	Riverside Industrial	This address S/A payment	Yes
Province	KwaZulu-Natal	Created by	kacelia@ettc.co.za
Municipality	Newcastle	Created date	18 Nov 2016 11:10:40:000
City	Newcastle	Edit by	kacelia@ettc.co.za
Postal code	2940	Edit date	18 Nov 2016 11:10:57:203

SUPPLIER BANK ACCOUNT





CSD REGISTRATION REPORT

BANK ACCOUNT 1

Account type	Current Accounts	Created by	kacelia@ettc.co.za
Bank	FIRST NATIONAL BANK	Created date	18 Nov 2016 11:10:57:190
Branch number	270344	Edit by	csd.safetynetbatch@treasury.gov.za
Branch name	ERMELO,TVL 218	Edit date	23 Nov 2016 09:05:36:987
Account number	62338342546	Bank Verification Status	Verification Succeeded
Account holder	N11 COMMERCIALS PTY LTD	Foreign Bank Account	No
Is this a preferred account?	Yes	Is the identifier linked at the bank	Yes
Active start date	17 Nov 2016 13:25:41:000	Is this a Shared Funding Account	No

TAX INFORMATION

Income tax number	9052007672	Would you like to receive notifications?	Yes
VAT number	4770260299	Overall Tax Status	Tax Compliant
Is this supplier a VAT vendor?	Yes	Created by	kacelia@ettc.co.za
PAYE number	7370780993	Created date	18 Nov 2016 11:10:56:000
Are you Registered with SARS?	Yes	Edit by	csd.reverifybatch@treasury.gov.za
Last validation date	29 Apr 2022 23:40:00:000	Edit date	06 Aug 2021 13:32:46:000

B-BEE INFORMATION

B-BBEE verification regulator	Verification agency accredited by SANAS	SANAS accredited agency	NOT APPLICABLE
Sector charter	Chartered accountancy	% Owned by black people	51.00
Subsector charter	NOT APPLICABLE	% Owned by black people who are women	17.00
B-BBEE certificate number	416/B	% Owned by black people who are youth	0.00





CSD REGISTRATION REPORT

B-BBEE certificate issue date	27 Jun 2016 00:00:00:000	% Owned by black people with disabilities	0.00
B-BBEE certificate issue expiry date	27 Jun 2017 00:00:00:000	% Owned by black who are unemployed	0.00
B-BBEE status level of contributor	Level 2 Contributor	% Owned by black people who are military veteran	0.00
B-BBEE procurement recognition	125%	% Owned by black people living in rural or underdeveloped areas	0.00
Value adding supplier or empowering supplier	Yes	Verification Status	Manual Verification Required
Created by	kacelia@ettc.co.za	Edit date	18 Nov 2016 11:10:58:537
Created date	18 Nov 2016 11:10:58:537	Status	Expired
Edit by	kacelia@ettc.co.za		

DIRECTORS/MEMBERS/OWNERS INFORMATION

DIRECTOR/MEMBER 1

Director type	Director	Created date	17 Nov 2016 13:22:02:000
Director status	Active	Edit by	kacelia@ettc.co.za
Name(s)	HERCULES JOHANNES	Edit date	17 Nov 2016 13:22:02:000
Surname	LOURENS	Restricted Supplier	No
Country	South Africa	Restriction Last Verification Date	06 May 2022 11:44:06:493
Identification type	South African Identification Number	Government Employee	No
South African identification number	8310245069088	Government Employee Last Verification Date	06 May 2022 11:44:06:137
Work permit	0000000	SA identification number Verified	Yes
Appointment date	10 Jan 2011 00:00:00:000	SA identification number verification date	06 May 2022 11:44:06:353





CSD REGISTRATION REPORT

Owner	No	Companies involved in	MAAA0183309; MAAA0184885; MAAA0324786; MAAA0346892; MAAA0488649; MAAA0671793...
Created by	kacelia@ettc.co.za		
DIRECTOR/MEMBER 2			
Director type	Director	Created by	kacelia@ettc.co.za
Director status	Active	Created date	17 Nov 2016 13:22:02:000
Name(s)	CORNELIUS JOHANNES	Edit by	kacelia@ettc.co.za
Surname	BARNARD	Edit date	17 Nov 2016 13:22:02:000
Country	South Africa	Restricted Supplier	No
Identification type	South African Identification Number	Restriction Last Verification Date	06 May 2022 11:44:06:527
South African identification number	7407095058087	Government Employee	No
Work permit	0000000	Government Employee Last Verification Date	06 May 2022 11:44:06:183
Appointment date	10 Jan 2011 00:00:00:000	SA identification number Verified	Yes
Owner	No	SA identification number verification date	06 May 2022 11:44:06:387
		Companies involved in	MAAA0183309; MAAA0184885; MAAA0324786; MAAA0346892; MAAA0488649; MAAA0671793...

The CSD does not automatically verify foreign company registration number, international securities identification number, foreign identification numbers, foreign passport numbers, work permit numbers, foreign bank accounts, B-BBEE, demographic and accreditation information. Organs of State are required to manually verify this information with the applicable verification institutions as per their current policies and procedures.





CSD REGISTRATION REPORT

Tips and Frequently Asked Questions (FAQ)

Identifier

CSD cannot electronically verify the identity of a supplier other than a South African Individual / Sole Proprietor (through Home Affairs) or a company registered at the Companies and Intellectual Property Commission (CIPC). For this reason, a disclaimer is displayed for supply chain practitioners to obtain supporting documentation to verify the identity and legitimacy of a supplier in these cases.

Bank

For help on how to resolve bank failures click here: [I received an email stating the bank information I captured on the CSD was sent for bank account validation and could not be validated. The response received from the bank contains an error message.](#)
The various possible error messages received from the bank are highSemiBolded in red. Search for the applicable message and follow the detailed steps associated with that error message.

Tax

Tax Compliance Status

For help on how to deal with tax status differences between CSD and the tax clearance certificate click here: [What should a supplier do if the tax status on CSD difference from the tax clearance certificate?](#)

Tax Compliance Expiry Date

For help on how to deal with tax status differences between CSD and the tax clearance certificate click here: [How does CSD determine the tax compliance expiry date?](#)

CIPC

Should the director/member information reflected on the CIPC registration report differs to that reflected on CSD for help click here: [The active Directors/Members are not being populated on the CSD Directors/Members screen as they appear at CIPC, how can I rectify this?](#)

State Employee

For more information pertaining to government employment status click here: [Will there be verification done to identify if a supplier is a government employee?](#)

BBBEE

CSD does not automatically verify all certificate information with the various accreditation bodies. Organs of State are required, where not automatically verified by CSD, to manually verify this information with the applicable accreditation body as per current policies and procedures. Expired certificate information do not reflect on the report.

