

Motivation: Deviation above R500 000 for Single & Sole Source Procurement

TO:	Chief Executive Officer – Mr. Ishaam Abader
CC:	Senior Manager - Mr. Kamaseelan Chetty Senior Manager SCM – Ms. Khanya Kheswa Executive IIS - Mr. Mnikeli Ndabambi Chief Financial Officer – Mr. Norman Mzizi
FROM:	Chief Technician: Mr. Desmond Mabaso
SUBJECT:	To request the CEO to approve the appointment of INTELTRONICS as a sole supplier for services and spares for RM YOUNG instrumentation for a period of three years on an as and when required basis.
DATE:	16 May 2023

1. Purpose

To request the CEO to approve the appointment of **INTELTRONICS** as a sole supplier for services and spares for **RM YOUNG** Instruments installed at SAWS owned or managed ambient air quality monitoring stations for a period of three years on an as and when required basis.

2. Background

The South African Weather Service operates **RM YOUNG** air quality monitoring instruments owned by SAWS at the air quality monitoring priority stations. The instrument requires maintenance and repair for them to operate effectively and provide good quality data. SAWS is required to have a contract with instrument suppliers in case one of the instrument fails.

3. Motivation

The reason for entering into a service contract with **INTELTRONICS** is its continuity of service. For the SAWS to ensure optimal operations, the turnaround time for the repairs must be efficient. The contract with service provider of the instrument will assist the priority networks to improve the data recovery and ensure continuous operation of the networks with minimal loss of data due to instrument failures. For this purpose, the SAWS is required to have a service contract with service providers or instrument suppliers. These instruments are imported and distributed exclusively in South Africa by **INTELTRONICS** who are the sole and exclusive distributor of **RM YOUNG** instruments.

RATIONALE

The National Treasury has issued guidelines and instructions or practice notes on various issues relating to procurement, the aim being to ensure uniform minimum norms and standards within government.

Treasury Instruction 16A6.4 as well as Paragraph 4.1 of National Treasury Supply Chain Management instruction note No. 3 of 2021/2022 stipulates that if in a specific case where it is impractical to invite competitive bids, the accounting officer or accounting authority may procure the required

Approval request for the appointment of INTELTRONICS as a sole supplier on a long-term contract (36 months) for instrument repair services and supply of spares for **RM YOUNG** instruments through the single source procurement process.

goods or services by other means, provided that the reasons for deviating from inviting competitive bids must be recorded and approved by the accounting officer or accounting authority.

Based on the above provisions, approval is sought to allow SAWS to procure / acquire the services of **INTELTRONICS** for the service and provision of spare components.

4. Financial Implications:

The requested service is for a long-term contract over a three (3) year period. The budget is R2 900 000 (two million, nine hundred thousand) split over the three-year period. Funds have been budgeted for and are available as follows:

Cost centre: 270 Object Account code: 87120

5. Recommendation:

It is hereby recommended that the CEO approve the above request for the appointment of **INTELTRONICS** as a sole supplier for services and provision of spare components for **RM YOUNG** instruments at SAWS owned or operated ambient air quality monitoring stations for a period of three (3) years **on an as and when required basis**.

Compiled by:

Name & Surname: Mr. Desmond Mabaso

Designation: Chief technician

Signature:



Supported by: Senior / Regional Manager:

Name & Surname: Mr. Kamaseelan Chetty

Designation: Senior Manager: AQS

Signature:



Supported by: Senior Manager: SCM

Supported

Not Supported

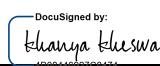
Supported amendments

Provide additional information below where applicable.
Supported

Name & Surname: Ms. Khanya Kheswa

Designation: Senior Manager: SCM

Signature:

DocuSigned by:

100041602700074

Date: 5/6/2023 | 3:29 PM SAST

Approval request for the appointment of INTELTRONICS as a sole supplier on a long-term contract (36 months) for instrument repair services and supply of spares for **RM YOUNG** instruments through the single source procurement process.

Recommendation Supported: Executive: IIS		
Supported	Not Supported	Supported with amendments
Provide additional information below where applicable Supported		
Name & Surname:	Mr. Mnikeli Ndabambi	
Designation:	Executive: IIS	
Signature:	DocuSigned by: Mnikeli Ndabambi 62185A08110A742	
Date:	5/6/2023 4:45 PM SAST	

Recommendation Supported: Chief Financial Officer (CFO)		
Supported	Not supported	Supported with amendments
Provide additional information below where applicable. Supported		
Name & Surname:	Mr. Norman Mzizi	
Designation:	Chief Financial Officer	
Signature:	DocuSigned by: Norman Mzizi 64C15F1F56EA436	
Date:	6/6/2023 9:34 AM SAST	

Approval: Chief Executive Officer (CEO)		
Approved	Not Approved	Approved with amendments
Provide additional information below where applicable Approved		
Name & Surname:	Mr. Ishaam Abader	
Designation:	Chief Executive Officer	
Signature:	DocuSigned by: Ishaam Abader 86EAA2275F1C4C8	
Date:	6/6/2023 10:59 AM SAST	

Document Reference Assigned:	IIS-DAQS-Rfq-Sole Source Procurement-Inteltronics-LTC-013.1
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