

COUNCIL OF THE CITY OF CAPE TOWN

26 OCTOBER 2005

RECOMMENDATION FROM THE EXECUTIVE MAYOR : 19 OCTOBER 2005

ITEM NUMBER : C 18/10/05

MC 21/10/05

DELEGATION OF POWERS AND DUTIES: SUPPLY
CHAIN MANAGEMENT

RECOMMENDED that the delegations detailed in the
schedule attached to the report on the agenda, be approved

REPORT TO EXECUTIVE MAYOR

CITY OF CAPE TOWN | ISIXEKO SASEKAPA | STAD KAAPSTAD

1 ITEM NUMBER : MC 21/10/05

2 SUBJECT
DELEGATION OF POWERS AND DUTIES – SUPPLY CHAIN MANAGEMENT

2 ONDERWERP
DELEGASIE VAN MAGTE EN PLIGTE – VOORRAADKETTINGBESTUUR

2 ISIHLOKO
UKUNIKEZELWA KWAMAGUNYA NEMISEBENZI – KULAWULO LOLUHLU
LWABAXHASI

3 PURPOSE

The formal delegations as required by the Supply Chain Management Regulations issued under the MFMA (Municipal Finance Management Act).

4 STRATEGIC INTENT

This report aligns with the strategy of Equitable and Effective Service Delivery.

5 FOR DECISION BY COUNCIL

6 EXECUTIVE SUMMARY

The Supply Chain Management Regulations issued under the MFMA (Municipal Finance Management Act) require formal delegations of specific powers and duties. This report submits a schedule of formal delegations for approval.

7 RECOMMENDATIONS

Not Delegated: for Decision by Council:

It is recommended that the delegations detailed in the attached schedule be approved.

7 AANBEVELINGS

Nie-gedelegeer: vir besluit deur die Raad:

Daar word aanbeveel dat die delegasies in die aangehegte skedule uiteengesit, goedgekeur word

7 IZINDULULO

Azidluliswanga: isiGqibo seseBhunga:

Kundululwe ukuba kuphunyezwe amagunya amiselwe kwishedyuli eqhotyoshelweyo.

8 DISCUSSION/CONTENTS

Constitutional and Policy Implications

The Municipal Finance Management Act (Act 56 of 2003, which became effective from 1 July 2004), in Section 112 (1) (q) requires the delegation of powers and duties to competent officials, under the Supply Chain Management regulatory framework.

Motivation

The attached schedule, Annexure A, details appropriate delegations against the relevant sections of the Supply Chain Regulations that were recently issued by the National Treasury.

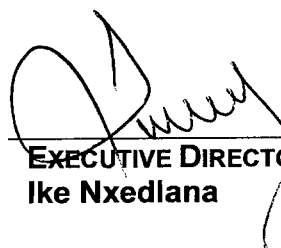
It is recommended that these delegations be formalised by the Council.

ANNEXURES

Annexure A: Delegation of Powers and Duties – Supply Chain Management

FOR FURTHER DETAILS CONTACT :

Mabela Satekge, Director: Supply Chain Management – Telephone (021) 400 3940


EXECUTIVE DIRECTOR: FINANCE
Ike Nxedlana

Comment:

DATE

30. 09. 2005


EXECUTIVE DIRECTOR : CITY SECRETARIAT
FOR CITY MANAGER

Comment:

DATE

12/11/05

- ☒ SUPPORTED
- ☐ REFUSED
- ☐ REFERRED BACK

[City Secretariat to obtain Signatures]

THE CITY OF CAPE TOWN

DELEGATION OF POWERS AND DUTIES - SUPPLY CHAIN MANAGEMENT

MUNICIPAL SUPPLY CHAIN MANAGEMENT REGULATIONS

Notice 868 of 2005

REG. Nr.	CRYPTIC DESCRIPTION OF POWER OR DUTY	POWER CURRENTLY RESIDING	DELEGATED	SUB-DELEGATED
3(1)(a)	Prepare and submit a draft supply chain management policy complying with regulation 2 to the council of the municipality for adoption.	Accounting Officer	Chief Financial Officer	Director: Supply Chain Management
3(1)(b)	Review at least annually the implementation of the policy.	Accounting Officer	Chief Financial Officer	Director: Supply Chain Management
3(1)(c)	Submit when considered necessary, proposals for the amendment of the policy to the council.	Accounting Officer	Chief Financial Officer	Relevant Level 2
3(2)(a)	Make use of any Treasury guidelines determining standards for municipal supply chain management policies, and submit to the council that guideline standard, or any modified version thereof, as a draft policy.	Accounting Officer	Chief Financial Officer	Director: Supply Chain Management
3(2)(b)	Ensure that a draft policy submitted to council that differs from the guideline standard complies with Regulation 2.	Accounting Officer	Chief Financial Officer	Director: Supply Chain Management

REG. Nr.	CRYPTIC DESCRIPTION OF POWER OR DUTY	POWER CURRENTLY RESIDING	DELEGATED	SUB-DELEGATED
3(2)(c)	Report any deviation from the guideline standard to the National Treasury and relevant provincial treasury.	Accounting Officer	Chief Financial Officer	Director: Supply Chain Management
3(4)	Must, in terms of section 62(1)(f)(iv) take all reasonable steps to ensure that the municipality has and implements a supply chain management policy as set out in Regulation 2.	Accounting Officer	Chief Financial Officer	Director: Supply Chain Management
5(2)(a)	Make a final award above R10 million (VAT included).	Municipal Council	Accounting Officer (after considering recommendation of Bid Adjudication Committee)	May not be sub-delegated.
5(2)	Make a final award above R200 000 (VAT included), but not exceeding R10 million (VAT included).	Municipal Council	Accounting Officer	Bid Adjudication Committee
5(2)	Make a final award not exceeding R200 000 (VAT included) but excluding the appointment of consultants	Municipal Council	Accounting Officer	Relevant Level 2
5(3)	Submit to the official referred to in subsection (4) within five days of the end of each month a written report containing particulars of each final award, except procurements made out of petty cash, made		Applicable to the relevant entities or individuals delegated with the power to	

REG. Nr.	CRYPTIC DESCRIPTION OF POWER OR DUTY	POWER CURRENTLY RESIDING	DELEGATED	SUB-DELEGATED
	during that month, including- (a) the amount of the award; (b) the name of the person to whom the award was made; (c) the reason why the award was made to that person; and (d) the BEE/HDI status of that entity/person		make a final award in terms of Regulation 5 (2).	299
6(1)	Maintain oversight over the implementation of the supply chain management policy.	Municipal Council	Power reserved by Council	
6(2)(a)(i)	Submit a report to council within 30 days of the end of each financial year on the implementation of the supply chain management policy of the municipality.	Accounting Officer	Chief Financial Officer	Director: Supply Chain Management
6(2)(a)(ii)	Submit to council a report from any municipal entity made in terms of this Regulation 6(2)(a)(ii) regarding implementation of the municipal entity's supply chain management policy.	Accounting Officer	Director: City Secretariat	Relevant Level 2
6(2)(a)(iii)	Immediately submit a report to council whenever there are serious and material problems in the implementation of the supply chain management	Accounting Officer	Chief Financial Officer	Director: Supply Chain Management

REG. Nr.	CRYPTIC DESCRIPTION OF POWER OR DUTY	POWER CURRENTLY RESIDING	DELEGATED	SUB-DELEGATED
	policy, including such a report from any municipal entity as envisaged by this Regulation 6(2)(a)(iii).			
6(3)	Submit a report to the mayor of the municipality within ten days of each quarter on the implementation of the supply chain management policy.	Accounting Officer	Chief Financial Officer	Director: Supply Chain Management
7(1)	Establish a supply chain management unit.	Municipal Council	Chief Financial Officer	Director: Supply Chain Management
7(2)	Establish a joint supply chain management unit between the parent municipality and a municipal entity under its sole or shared control.	Municipal Council	Chief Financial Officer	Director: Supply Chain Management
11(3)	Must make public the fact that the municipality procures goods or services contemplated in section 110(2) of the MFMA.	Municipal Council	Director: Supply Chain Management	Manager: Procurement, tenders and contract management
12(2)(a)	Allow the Accounting Officer to lower, but not to increase, the different threshold values specified in subregulation (1).	Accounting Officer	Chief Financial Officer	Director: Supply Chain Management
12(2)(b)	Direct that: (i) written or verbal quotations be obtained for any specific procurement of a	Accounting Officer	Chief Financial Officer	Director: Supply Chain Management

300

REG. Nr.	CRYPTIC DESCRIPTION OF POWER OR DUTY	POWER CURRENTLY RESIDING	DELEGATED	SUB-DELEGATED
	transaction value lower than R2000; (ii) formal written price quotations be obtained for any specific procurement of a transaction value lower than R10 000; or (iii) a competitive bidding process be followed for any specific procurement of a transaction value lower than R200 000.			
14(1)(a) (i)	Keep a list of accredited prospective providers of goods and services that must be used for the procurement requirements of the municipality through written or verbal quotations and formal written price quotations.	Accounting Officer	Chief Financial Officer	Director: Supply Chain Management 301
14(1)(a) (ii)	Invite prospective providers of goods or services at least once a year through newspapers commonly circulating locally, the website of the municipality and any other appropriate ways, to apply for evaluation and listing as accredited prospective providers	Accounting Officer	Director: Supply Chain Management	Manager: Procurement, tenders and contract management
14(1)(b)	Specify the listing criteria for accredited prospective providers.	Municipal Council	Director: Supply Chain Management	Manager: Procurement, tenders and contract management

REG. Nr.	CRYPTIC DESCRIPTION OF POWER OR DUTY	POWER CURRENTLY RESIDING	DELEGATED	SUB-DELEGATED
14(1)(c)	Disallow the listing of any prospective provider whose name appears on the National Treasury's database as a person prohibited from doing business with the public sector.	Municipal Council	Director: Supply Chain Management	Manager: Procurement, tenders and contract management
14(2)	Update the list of prospective providers at least quarterly to include any additional prospective providers and any new commodities or types of services.	Municipal Council	Director: Supply Chain Management	Relevant Level 2
16(c)	If it is not possible to obtain at least three written or verbal quotations, record and report quarterly to the accounting officer, or another official designated by the accounting officer, the reasons for this.		To the relevant delegatee	302
16(d)	Record the names of potential providers requested to provide written or verbal quotations with their quoted prices.	Accounting Officer	To the relevant delegatee	
17(1)(c)i	Record the reasons for not obtaining at least three formal written price quotations.		To the relevant delegatee	
17(1)(c)ii	Approve the recorded reasons for not obtaining at least three written price quotations.	Chief Financial Officer	Director: Supply Chain Management	
17(1)(d)	Record the names of the potential formal written price quotation providers and their written	Accounting Officer	To the relevant	

REG. Nr.	CRYPTIC DESCRIPTION OF POWER OR DUTY	POWER CURRENTLY RESIDING	DELEGATED	SUB-DELEGATED
	quotations.		delegatee	
17(2)	Report to the CFO within three days of the end of the month on any approvals given during that month by that the designated official referred to in subregulation (1)(c).		Director: Supply Chain Management	
18(b)	Must promote ongoing competition amongst providers, including by inviting providers to submit quotations on a rotation basis, when using the list of accredited prospective providers.	Accounting Officer	Chief Financial Officer	Director: Supply Chain Management
18(c)	Must take all reasonable steps to ensure that the procurement of goods and services through written or verbal quotations or formal written price quotations is not abused.	Accounting Officer	Chief Financial Officer	303 Director: Supply Chain Management
18(d)	Notify the Accounting Officer or CFO in writing on a monthly basis of all written or verbal quotations and formal written price quotations accepted by the official acting in terms of a sub-delegation.		To the relevant delegatee.	
22(2)	Determine a closure date for submission of bids which is less than the 30 or 14 day requirement, but only if such shorter period can be justified on the grounds of urgency or emergency or any exceptional case where it is impractical or impossible to follow the official procurement	Accounting Officer	Chief Financial Officer	Director: Supply Chain Management

REG. Nr.	CRYPTIC DESCRIPTION OF POWER OR DUTY	POWER CURRENTLY RESIDING	DELEGATED	SUB-DELEGATED
	process.			
23(c)	(i) record in a register all bids received in time; (ii) make the register available for public inspection; (iii) publish the entries in the register and the bid results on the website of the municipality.	Accounting Officer	Director: Supply Chain Management	Manager: Procurement, tenders and contract management
24(1)	Negotiate the final terms of a contract with bidders identified through a competitive bidding process as preferred bidders, provided that such negotiation- (a) does not allow any preferred bidder a second or unfair opportunity; (b) is not to the detriment of any other bidder; and (c) does not lead to a higher price than the bid submitted. Minutes of such negotiations must be kept.	Accounting Officer	Director: Supply Chain Management	Director: Legal Services and relevant Level 2
26(b)	Appoint the members of the bid specification,	Accounting Officer	Director: Supply	

REG. Nr.	CRYPTIC DESCRIPTION OF POWER OR DUTY	POWER CURRENTLY RESIDING	DELEGATED	SUB-DELEGATED
	evaluation and adjudication committees, taking into account section 117 of the MFMA.		Chain Management	
26(1)(c)	Appoint a neutral or independent observer to a bid specification, evaluation or adjudication committee for an attendance and oversight process when this is appropriate for ensuring fairness and promoting transparency.	Accounting Officer	Director: Supply Chain Management	
26(3)	Apply the committee system to formal written price quotations.	Accounting Officer	Chief Financial Officer	Director: Supply Chain Management
27(1)	Compile specifications for the procurement of goods or services by the municipality.	Bid Specification Committee	Bid Specification Committee	Not to be sub-delegated
27(2)(g)	Approve specifications compiled by the bid specification committee prior to publication of the invitation for bids.	Accounting Officer	Director: Supply Chain Management	Relevant Level 2
28(1)(a)	Evaluate bids in accordance with- (i) the specifications for a specific procurement; and (ii) the points system as must be set out in the supply chain management policy of the municipality in terms of Regulation 27(2)(f) and as prescribed in terms of the	Bid Evaluation Committee	Bid Evaluation Committee	Not to be sub-delegated

REG. Nr.	CRYPTIC DESCRIPTION OF POWER OR DUTY	POWER CURRENTLY RESIDING	DELEGATED	SUB-DELEGATED
	Preferential Procurement Policy Framework Act.			
28(1)(b)	Evaluate each bidder's ability to execute the contract.	Bid Evaluation Committee	Bid Evaluation Committee	Not to be sub-delegated
28(1)(c)	Check in respect of the recommended bidder whether municipal rates and taxes and municipal service charges are not in arrears.	Bid Evaluation Committee	Bid Evaluation Committee	Not to be sub-delegated
28(1)(d)	Submit to the adjudication committee a report and recommendations regarding the award of the bid or any other related matter.	Bid Evaluation Committee	Bid Evaluation Committee	Not to be sub-delegated
29(1)(a)	Consider the report and recommendations of the bid evaluation committee where the award value exceeds R200 000 (VAT incl).	Accounting Officer	Bid Adjudication Committee	Not to be sub-delegated
29(1)(b)(i)	For bids above R10 million, the SCMBAC will make recommendation to the City Manager to make the final award.	Accounting Officer		Not to be sub-delegated
29(1)(b)(ii)	Make another recommendation to the accounting officer on how to proceed with the relevant procurement.	Bid Adjudication Committee	Bid Adjudication Committee	Not to be sub-delegated
29(3)	Appoint the chairperson of the bid adjudication	Accounting Officer	Chief Financial	Director: Supply Chain

REG. Nr.	CRYPTIC DESCRIPTION OF POWER OR DUTY	POWER CURRENTLY RESIDING	DELEGATED	SUB-DELEGATED
	committee.		Officer	Management
29(5)(a)	If a bid adjudication committee decides to award a bid other than the one recommended by the bid evaluation committee, the bid adjudication committee must prior to awarding the bid- (i) check in respect of the preferred bidder whether that bidder's municipal rates and taxes and municipal service charges are not in arrears; and (ii) notify the accounting officer.	Bid Adjudication Committee	Bid Adjudication Committee	Not to be sub-delegated
29(5)(b)	(i) After due consideration of the reasons for the deviation, ratify or reject the decision of the bid adjudication committee referred to in Regulation 29(5)(a); and (ii) If the decision of the bid adjudication committee is rejected, refer the decision of the adjudication committee back to that committee for reconsideration.	Accounting Officer	Accounting Officer	307
29(6)	Refer any recommendation made by the evaluation committee or adjudication committee back to that committee for reconsideration of the	Accounting Officer	Accounting Officer	

REG. Nr.	CRYPTIC DESCRIPTION OF POWER OR DUTY	POWER CURRENTLY RESIDING	DELEGATED	SUB-DELEGATED
	recommendation.			
29(7)	Comply with section 114 of the MFMA within ten working days.	Accounting Officer	Accounting Officer	
31(1)	Request the State Information Technology Agency (SITA) to assist the municipality with the acquisition of IT related goods or services through a competitive bidding process.	Accounting Officer	Director: Supply Chain Management	Director: IT
31(2)	Enter into a written agreement to regulate the services rendered by, and the payments made to, SITA.	Accounting Officer	Director: Supply Chain Management	Director: IT
31(3)	Notify SITA together with a motivation of the IT needs of the municipality if- (a) the transaction value of IT related goods or services required by the municipality in any financial year will exceed R50 million (VAT included); or (b) the transaction value of a contract to be procured by the municipality whether for one or more years exceeds R50 million.	Accounting Officer	Director: Supply Chain Management	Director: IT
31(4)	Submit to the council, the National Treasury, the relevant provincial treasury and the Auditor General	Accounting Officer	Director: Supply Chain	Director: IT

308

REG. Nr.	CRYPTIC DESCRIPTION OF POWER OR DUTY	POWER CURRENTLY RESIDING	DELEGATED	SUB-DELEGATED
	the SITA comments and the reasons for rejecting or not following such comments if the municipality disagrees with SITA's comments.		Management	
32(1)	To procure goods or services for the municipality under a contract secured by another organ of state, but only if- (a) the contract has been secured by that organ of state by means of a competitive bidding process applicable to that organ of state; (b) the municipality has no reason to believe that such contract was not validly procured; (c) there are demonstrable discounts or benefits for the municipality; and (d) that other organ of state and the provider have consented to such procurement in writing.	Accounting Officer	Chief Financial Officer	Director: Supply Chain Management
35(1)	Procure consulting services up to the value of R200 000 (VAT included) provided that any Treasury guidelines in respect of consulting services are taken into account when such procurements are made.	Accounting Officer	Director: Supply Chain Management	Relevant Level 2

309

REG. Nr.	CRYPTIC DESCRIPTION OF POWER OR DUTY	POWER CURRENTLY RESIDING	DELEGATED	SUB-DELEGATED
35(1)	Procure consulting services above the value of R200 000 (VAT included) provided that any Treasury guidelines in respect of consulting services are taken into account when such procurements are made.	Accounting Officer	Bid Adjudication Committee	
35(4)	Ensure that copyright in any document produced, and the patent rights or ownership in any plant, machinery, thing, system or process designed or devised, by a consultant in the course of the consultancy service is vested in the municipality.	Municipal Council	Director: Supply Chain Management	Relevant Level 2
36(1)(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- (i) in an emergency; (ii) if such goods or services are produced or available from a single provider only; (iii) for the acquisition of special works of art or historical objects where specifications are difficult to compile; (iv) acquisition of animals or zoos; or	Accounting Officer	Chief Financial Officer	Director: Supply Chain Management

REG. Nr.	CRYPTIC DESCRIPTION OF POWER OR DUTY	POWER CURRENTLY RESIDING	DELEGATED	SUB-DELEGATED
	(v) in any other exceptional case where it is impractical or impossible to follow the official procurement processes.			
36(1)(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.	Accounting Officer	Director: Supply Chain Management	Manager: Procurement, tenders and contract management
36(2)	Record the reasons for any deviations in terms of Regulations 36(1)(a) and (b); and report them to the next meeting of the council and include as a note to the annual financial statements	Accounting Officer	Director: Supply Chain Management	Manager: Procurement, tenders and contract management
37(2)	Decide to consider an unsolicited bid but only if- (a) the product or service offered is a demonstrably or proven unique innovative concept; (b) the product or service will be exceptionally beneficial to, or have exceptional cost advantages for, the municipality; (c) the person who made the bid is the sole provider of the product or service; and	Municipal Council	Accounting Officer	311

REG. Nr.	CRYPTIC DESCRIPTION OF POWER OR DUTY	POWER CURRENTLY RESIDING	DELEGATED	SUB-DELEGATED
	(d) the reasons for not going through the normal bidding processes are found to be sound by the accounting officer.			
37(3)	Make public in accordance with section 21A of the Municipal Systems Act the decision to consider an unsolicited bid that complies with Regulation 37(2) together with- (a) reasons as to why the bid should not be open to other competitors; (b) an explanation of the potential benefits for the municipality were it to accept the unsolicited bid; and (c) an invitation to the public or other potential suppliers to submit their comments within 30 days of the notice.	Municipal Council	Accounting Officer	312
37(4)	Submit written comments received pursuant to Regulation 37(3), including any responses from the unsolicited bidder, to the National Treasury and the relevant provincial treasury for comment.	Municipal Council	Accounting Officer	
37(5)	Consider the unsolicited bid.	Bid Adjudication Committee	Bid Adjudication Committee	Not to be sub-delegated

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37(5)	Award the bid or make recommendations to the accounting officer depending on the delegations to the adjudication committee.	Accounting Officer or Adjudication committee	Bid Adjudication Committee for bids up to R10 million (VAT included) and Accounting Officer for bids above R10 million (VAT included) after consideration of recommendation of Bid Adjudication Committee	313
37(7)	Take into account when considering an unsolicited bid- (i) any comments submitted by the public; and (ii) any written comments and recommendations of the National Treasury or the relevant provincial treasury.	Bid Adjudication Committee	Bid Adjudication Committee	Not to be sub-delegated
37(8)	Submit to the Auditor General, the relevant provincial treasury and the National Treasury the reasons for	Accounting Officer	Chief Financial Officer	

REG. Nr.	CRYPTIC DESCRIPTION OF POWER OR DUTY	POWER CURRENTLY RESIDING	DELEGATED	SUB-DELEGATED
	rejecting or not following any recommendations of the National Treasury or provincial treasury in regard to the unsolicited bid.			
38(1)(a)	Take all reasonable steps to prevent abuse of the supply chain management system.	Accounting Officer	Chief Financial Officer	Director : Supply Chain Management
38(1)(b)	Investigate any allegations against an official or other role player of fraud, corruption, favouritism, unfair or irregular practices or failure to comply with the supply chain management policy, and when justified- (i) take appropriate steps against such official or other role player; or (ii) report any alleged criminal conduct to the South African Police Service.	Accounting Officer	Chief Financial Officer	Director: Internal Audit
38(1)(c)	Check the National Treasury's database prior to awarding any contract to ensure that no recommended bidder, or any of its directors, is listed as a person prohibited from doing business with the public sector.	Accounting Officer	Director : Supply Chain Management	Manager: Procurement, tenders and contract management
38(1)(d)	Reject any bid from a bidder- (i) if any municipal rates and taxes or	Accounting Officer	To all relevant delegates	

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	municipal service charges owed by that bidder or any directors to the municipality are in arrears for more than three months; (ii) who during the last five years has failed to perform satisfactorily on a previous contract with the municipality or any other organ of state after written notice was given to that bidder that performance was unsatisfactory.			
38(1)(e)	Reject a recommendation for the award of a contract if the recommended bidder, or any of its directors, has committed a corrupt or fraudulent act in competing for the particular contract.	Accounting Officer	To all relevant delegates	315
38(1)(f)	Cancel a contract awarded to a person if- (i) the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract; or (ii) an official or other role player committed any corrupt or fraudulent act during the bidding process or the execution of the contract that benefited that person.	Accounting Officer	Director : Supply Chain Management	Director: Legal Services

REG. Nr.	CRYPTIC DESCRIPTION OF POWER OR DUTY	POWER CURRENTLY RESIDING	DELEGATED	SUB-DELEGATED
38(1)(g)	Reject the bid of any bidder if that bidder or any of its directors- (i) has abused the supply chain management system of the municipality or has committed any improper conduct in relation to such system; (ii) has been convicted for fraud or corruption during the last five years; (iii) has wilfully neglected or reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or (iv) has 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).	Accounting Officer	To all relevant delegates	316
38(2)	Inform the National Treasury and relevant provincial treasury in writing of any actions taken in terms of Regulation 38(1)(b)(iii), (e) or (f).	Accounting Officer	Director: Supply Chain Management	Manager: Procurement, tenders and contract management
43(2)	Check with SARS whether a person's tax matters are in order before making an award to such person	Municipal Council	Director: Supply Chain	Manager: Procurement, tenders and contract management

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			Management	
45	Disclose on the notes to the annual financial statements of the municipality particulars of any award of more than R2000 to a person who is a spouse, child or parent of a person in the service of the state, or has been in the service of the state in the previous twelve months, including- (a) the name of that person; (b) the capacity in which that person is in the service of the state; and (c) the amount of the award.	Municipal Council	Chief Financial Officer	Level 2: Treasury
46(3)(a)	Keep a register of all declarations in terms of Regulation 46(2)(d) and (e).	Accounting Officer	Director: Supply Chain management	Manager: Procurement, tenders and contract management
46(3)(b)	Ensure that declarations from the accounting officer in terms of Regulation 46(2)(d) and (e) are recorded in the register.	Mayor	Chief Financial Officer	Director: Supply Chain management
46(5)	Adopt the National Treasury's code of conduct for supply chain management practitioners and other role players involved in supply chain management.	Municipal Council	Accounting Officer	

317

REG. Nr.	CRYPTIC DESCRIPTION OF POWER OR DUTY	POWER CURRENTLY RESIDING	DELEGATED	SUB-DELEGATED
47(2)	Report any alleged contravention of Regulation 47(1) to the National Treasury for considering whether the offending person, and any representative or intermediary through which such person is alleged to have acted, should be listed in the National Treasury's database of persons prohibited from doing business with the public sector.	Accounting Officer	Director: Supply Chain management	Manager: Procurement, tenders and contract management
48	Disclose to the National Treasury and the relevant provincial treasury any sponsorship promised, offered or granted to the municipality whether directly or through a representative or intermediary, by any person who is- (a) a provider or prospective provider of goods or services to the municipality; or (b) a recipient or prospective recipient of goods disposed or to be disposed, of by the municipality.	Accounting Officer	Director: Supply Chain Management	Manager: Procurement, tenders and contract management
50(1)	Appoint an independent and impartial person to assist in the resolution of disputes and to deal with objections, complaints or queries as described more fully in Regulation 50(1).	Accounting Officer	Accounting Officer	
50(3)	Responsible to assist the person appointed in terms of Regulation 50(1) to perform his or her functions	Accounting Officer	Accounting Officer	

REG. Nr.	CRYPTIC DESCRIPTION OF POWER OR DUTY	POWER CURRENTLY RESIDING	DELEGATED	SUB-DELEGATED
	effectively.			