



cooperative governance

Department:  
Cooperative Governance  
REPUBLIC OF SOUTH AFRICA



## **PPE PROCUREMENT REPORT**

**FOR THE PERIOD**

**MARCH 2020 TO 31 JULY 2020**

**MUNICIPAL INFRASTRUCTURE SUPPORT AGENT**

## **1. PURPOSE**

The purpose of this report is to provide information for provision of Personal Protective Equipment (PPE) and fumigation/decontamination of MISA offices in compliance with COVID 19 regulations concluded by the Municipal Infrastructure Support Agent (MISA) from March 2020 to 31 July 2020.

It seeks to provide a basis upon which the MISA Supply Chain Management Unit performed its procurement process in line with National Treasury Guidelines, Instruction Notes, MISA Supply Chain Management Policy, PPPFA and any other applicable rules and laws that provide guidance on appropriate method to conduct procurement activities.

## **2. BACKGROUND**

On the 15th of March 2020, The President of the Republic of South Africa, Mr Cyril M Ramaphosa announced that the world was facing a medical emergency far graver than what was ever experienced in over a century. The World Health Organisation declared the coronavirus outbreak as a global pandemic. Given the scale and the speed at which the virus was expected to spread, it was clear that no country was immune from the disease or will be spared by its severe impact. As it has never before in the history of South Africa's democracy been confronted with such a severe situation, the South African government had to put in place drastic measures to contain the spread of the virus and to treat those infected.

The President then indicated that this situation calls for an extraordinary response and there can be no half measures. It is against this background that the Accounting Officer of MISA issued an instruction for the procurement of Personal Protective Equipment (PPE) and fumigation/decontamination of MISA offices to ensure safety of MISA employees.

MISA immediately embarked on procurement of the items listed above to ensure safety of the employees.

Procurement details in this regard are documented in 3 and 4 below.

## **3. SUMMARY OF EXPENDITURE RELATED TO COVID-19**

The table below depicts the PPE procured for MISA employees and decontamination of MISA offices in relation to the COVID-19 pandemic:

**Table 1**

<b>ITEM</b>	<b>AMOUNT</b>
Supply and delivery of sanitizers and gloves	196,129.48
Supply and delivery of Surgical Masks	235,000.00
Supply and delivery of Latex Globes	270,000.00
Sterilization of – Decontamination of Letaba and Hennops House (MISA Head Office)	18,440.80
Isefields Properties	R7,797.00
Supply and delivery of 3 layers face cloth masks	31,500.00
Decontamination of Letaba and Hennops Office Space (MISA Head Office)	92,482.43
<b>TOTAL</b>	<b>R851,349.71</b>

Table 2 below illustrates the detailed breakdown of PPE Procurement summarised in Table 1 above:

**Table 2**

Item No #	Purchase Order date	Item	Quantity	NT Unit price	Unit price (Vat incl)	Service Provider	Amount	Purchase Order Number	Method of Procurement
1.	20/03/2020	Supply and delivery of sanitizers and gloves	1400 litres 1 box of gloves	Price not determined during this procurement as the RT contracts were not yet finalised by National Treasury	R138.78	Masana Hygiene Services	R196,129.48	SCM/PO 230/2019/20	Quotations were sourced from 5 service providers on Central Supplier Database (CSD). Only 3 responded as the RT contract (National Treasury Transversal Contract) communication from NT was not issued. Lowest bidder was appointed.
2.	07/04/2020	Supply and delivery of Surgical Masks	10000 surgical masks	R26.65	R23.50	Hithina (Pty) Ltd	R235,000.00	SCM/PO 002/2020/21	Quotations were sourced from the RT Contract list provided by National Treasury. No responses were received. The bid was re-advertised to 5 additional service providers from CSD. Only 3 service providers responded. Lowest bidder was appointed.

3.	07/04/2020	Supply and delivery of Latex Gloves	90000 Latex Gloves	R4.95	R3.00	Sir ITU	R270,000.00	SCM/PO 003/2020/21	Quotations were sourced from the RT Contract list provided by National Treasury. No responses were received. The bid was re-advertised to 5 additional service providers from CSD. Only 3 service providers responded. Lowest bidder was appointed
4.	06/05/2020	Decontamination of Letaba and Hennops House	3731 square metres	Price not determined, list of service provider was provided by NT. Quantities are as per litres on the RT contracts whereas service providers wanted to quote as per square metres	R4.30	MERIDIAN Hygiene	R18,440.80	SCM/PO 018/2020/21	Quotation were sourced from the RT Contract list provided by National Treasury. No responses were received. The bid was re-advertised to 5 service providers from CSD. Only 3 service providers responded. Lowest bidder was appointed
5.	07/05/2020	Temperature Scanners, infrared non contact	4	R2,300.00	R1,949.25	Isefields Properties	R7,797.00	SCM/PO 019/2020/21	Quotations were sourced from CSD list and the lowest service provider was appointed.

6.	14/05/2020	Supply and delivery of 3 layers face cloth masks	1260 cloth masks	R25.00	R25.00	SAI Consulting	R31,500.00	SCM/PO 021/2020/21	Quotation were sourced from the RT Contract list provided by National Treasury. Only 3 service providers responded. Lowest bidder was appointed.
7.	03/07/2020	Decontamination of Letaba and Hennops office space	3484 square metres	Price not determined, list of service provider was provided by NT. Quantities are as per litres on the RT contracts whereas service providers wanted to quote as per square metres	R26,54	Biologica Pharmaceutical	R92,482.43	SCM/PO 034/2020/21	Quotation were sourced from the National Treasury RT list of suppliers Only 3 service providers responded. Lowest compliant bidder was appointed.

#### 4. SUMMARY OF EXPENDITURE RELATED TO PPE FOR PROFESSIONAL ENGINEERS

The table below depicts the PPE procured for MISA technical employees as it is a requirement to wear protective clothing when visiting to infrastructure sites. It should be noted that this procurement does not form part of the COVID-19 interventions.

**Table 3**

ITEM	AMOUNT
Provision of personal protective clothing for Professional Engineers	R235,071.85
<b>TOTAL</b>	<b>R235,071.85</b>

Table 4 below illustrates the detailed breakdown of PPE Procurement summarised in Table 3 above:

**Table 4**

Item No	Order date	Item	Quantity	Unit price	Service Provider	Amount	Purchase Order Number	Method of Procurement
1.	05/07/2020	Provision of personal protective clothing for Professional Engineers	91 Professional Engineers	Various items	Mveledzo Business Enterprise	R235,071.85	SCM/PO 040/2020/21	Quotation were sourced from CSD from more than 5 service providers. Only 3 service providers responded. Lowest bidder was appointed.

#### 5. CONCLUSION

The total amount spent by the MISA in relation to PPE is **R1,086,421.56** from March 2020 to July 2020.

Compiled by



**MS L TYIKWE**  
**DIRECTOR: SUPPLY CHAIN MANAGEMENT**  
**DATE: 2020/08/07**

**6. RECOMMENDATION**

It is recommended that the Chief Executive Officer notes the report

Recommendation 6. Supported/Not Supported:



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**MS F NOMBEMBE-OFOSU  
CHIEF FINANCIAL OFFICER  
DATE: 2020/08/07**

Recommendation 6 Approved/Not Approved:



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**MR GN VIMBA  
CHIEF EXECUTIVE OFFICER  
DATE: 2020/08/07**