



NYDA PERSONAL PROTECTIVE EQUIPMENT REPORT

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1. Introduction

This report is a full disclosure of all the Personal Protective Equipment procured by the National Youth Development Agency in response to the Covid-19 crises. The report is released in full disclosure of the transactions, including quantities purchased, prices paid, the companies that we procured from and why we purchased PPE.

2. Why did we need to purchase PPE?

Given that the Coronavirus arrived in South Africa in early March, there were already fears of the impact of the virus given how it had already started ravaging countries all over the world. The NYDA followed all government guidance in the initial stages, and at that stage masks were not a requirement, however before we went into the hard lockdown we purchased masks for staff members who preferred to use them. We also over one weekend sanitized through deep cleaning all our offices around the country.

During Level 5 and Level 4 of the Risk Adjusted Strategy, the NYDA offices remained closed to the public and our employees worked from home and the Agency was available online. During Level 3 of the lockdown, we began a phased in return to our offices. To do this safely and in accordance with the Department of Health and Department of Employment and Labour regulations we procured the following:

- Cloth Masks for all our staff members branded with the NYDA logo. This also helps when they are out in public and you would like to ask them a question about NYDA.
- Disposable masks and inventory to assist if someone has forgotten their mask at home or if a member of the public arrives without a mask.
- Sanitizing stations so that sanitization can easily be done on arrival and exit.
- Sanitizer refills for when the stations run out of sanitizer.
- Individual hand sanitizers for each employee's desk.
- Disposable aprons and gloves and disinfectant wipes for all our housekeeping staff to utilize.
- Face shields for those staff members who prefer to use them instead of masks.
- Sanitization and deep cleaning each time a case of Covid-19 is identified.
- Temperature scanners to scan each person coming into our buildings or centres.

The NYDA has in total 497 employees and 34 branches and centres around the country.

3. How did we procure?

On all occasions, we procured using the three-quotation method. In terms of the Public Finance Management Act and National Treasury regulations require goods or services under the value of R500 000 to be procured through a three-quotation system.

In utilizing the three-quotation system it ensures that there is comparative pricing to prevent procurement from a singular institution.

We also source the companies that we use directly from the Central Supplier Database from National Treasury. On the Central Database, we can see what the company's ownership structure looks like, their Broad Based Economic Empowerment level, what the company specializes in and whether they are black, youth or women owned.

We also have a system called cross check, where all our employees are registered and the system determines if any of our employees are related to companies we may be procuring from so that we identify a conflict of interest before we procure.

Our Supply Chain Management system requires that each quotation received is assessed for price and BBEE compliance and a final award is made.

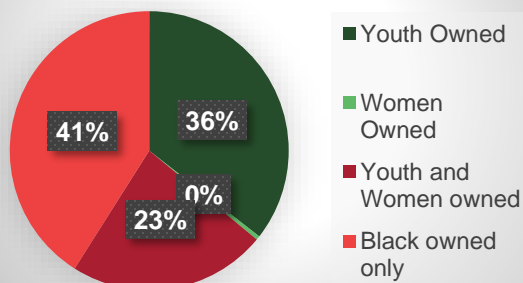
4. Whom did we procure from?

We procured from the following suppliers:

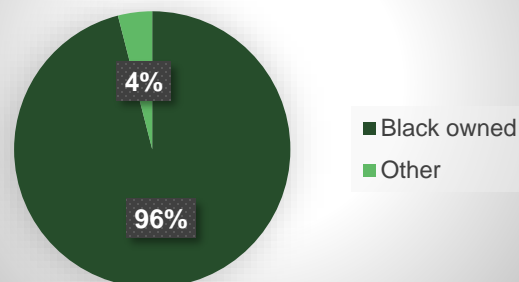
Date of transaction	Name of supplier	Expenditure	What did we procure	Supplier details	Supplier directors
19 March 2020	Mottum Marketing and Advertising	R163 755.00	Surgical masks Individual hand sanitizers	Black Owned, Youth Owned, Woman Owned	LERATO PALESA NOTREM
28 May 2020	Magambu Services	R468 400.00	Sanitizer floor stand dispenser Digital Body Thermometers Infrared Non-Contact Sanitizer refill for dispensers	Black owned	SIYABONGA THABEDE
1 June 2020	Sebhuku solutions	R7 242.00	Cloth face masks	Black owned	SLAUDDEN MATHAMBO NHLAPO

2 June 2020	King Mawie Projects	R35 000.00	Cloth face masks	Black Owned	MELUSI THOKOZANI MKHIZE
3 June 2020	Nhlakanipho Brains	R130 500.00	Disposable aprons Surgical gloves Disinfectant wipes Face shields	Black Owned, Youth Owned, Woman Owned	NONKULULE KO MKHABELA
3 June 2020	Seretojane Trading	R460 182.00	Individual Hand Sanitizers	Black Owned, Youth Owned,	KGOTHSO ANTONY KUPA
30 June 2020	Ralimaake enterprises	R24 720.00	Surgical gloves Individual hand sanitizers	Black owned	RALPH MAAKE
10 July 2020	GIY Cleaning Services	R5 980.00	Sanitizing and disinfecting offices	Black Owned, Women Owned	GALIEMA DOLLIE
14 July 2020	Isiqhamo Solutions	R3 542.00	Sanitizing and disinfecting offices	Black owned, Youth owned	YANDISA MAKALIMA
27 July 2020	Bidvest Prestige Cleaning	R60 127.91	Sanitizing and disinfecting offices	JSE Listed	ALAN FAINMAN
3 August 2020	Reatsosoletsa Trading Projects	R5 650.00	Sanitation and Disinfecting	Black Owned, Youth Owned Female	SEDIAPELO SELINAH JOHNSON
		R1 365 098.91			

Distribution of procurement



Distribution of procurement



5. What did we procure

We procured in total the following. We have also compared each time to the National Treasury price guidelines set:

Item description	Quantity	Price per item	National Treasury price	Total amount
Sanitizers, 500ml - Sanitizer, with not less than 70% alcohol must comply to WHO-recommended hand rub formulations. Hospital Grade 70% Alcohol Hand Sanitiser & Disinfectant with Emollient	1500	R74.17	R91.80	R111 255
Sanitizers, 500ml - Sanitizer, with not less than 70% alcohol must comply to WHO-recommended hand rub formulations. Hospital Grade 70% Alcohol Hand Sanitiser & Disinfectant with Emollient	3000	R60.50	R91.80	R181 500
Sanitizers, 500ml - Sanitizer, with not less than 70% alcohol must comply to WHO-recommended hand rub formulations. Hospital Grade 70% Alcohol Hand Sanitiser & Disinfectant with Emollient	204	R80.00	R91.80	R16 320
Sanitisers subtotal	4 704	R65.27	R91.80	R307 075
Sanitiser 1L refill for dispenser	2 600	R70.65	R183.60	R183 690

Sanitisers 25L refill 70% Alcohol Base Hand Sanitizer Antibacterial Moisturizing	80	R3 393.00	R3 450.00	R271 440
Sanitisers floor stand dispensers	80	R1 550.75	None	R124 060
Digital Body Thermometers Infrared Non-Contact – Each	180	R892.50	R2 527.20	R160 650
Cloth Face Masks - Mask - 3 layers of fabric (As per the DTIC guidelines & Specifications). Branded with organisational logo.	1000	R35*	R25	R35 000
Cloth Face Masks - Mask - 3 layers of fabric (As per the DTIC guidelines & Specifications). Branded with organisational logo.	204	R35.50*	R25	R7 242
<i>Cloth face masks subtotal</i>	<i>1 204</i>	<i>R35.08</i>	<i>R25</i>	<i>R42 242</i>
Disposable Masks - 3 ply surgical face masks, 3 layers made up of a soft fibre layer, a filter layer made of polypropylene (making them hypoallergenic) and the top non-woven layer. (Pack of three)	1 500	R35.00	R45	R52 500
Disposable aprons - Straight apron with bib, 100%pvc, water proof, sewn strip for neck and back fastening. Minimum weight: 300g/m2, covering size 70cm to 90cm (width) x 120 - 150cm: Reusable - Box of 100 pieces	100	R290	R297	R29 000
Disinfectant wipes (bucket) - 70% alcohol, Hand and general wipes, 2000's	80	R800	None	R64 000
Disposable gloves - gloves examination/surgical, sterile, Gloves - surgical or examination - nitrile, powder-free, sterile, single-use. Gloves should have long cuffs, reaching well above the wrist, ideally to mid-forearm. Sizes: small, medium, large pack of 100 pieces	204	R350	R700	R71 400
Disposable gloves - gloves examination/surgical, sterile, Gloves - surgical or examination - nitrile, powder-free, sterile, single-use. Gloves should have long cuffs, reaching well above the wrist, ideally to mid-forearm. Sizes: small, medium, large pack of 100 pieces	100	R270	R700	R27 000
<i>Subtotal on surgical gloves</i>	<i>304</i>	<i>R323.68</i>	<i>R700</i>	<i>R98 400</i>

Face shields - Made of clear plastic and providing good visibility to both the wearer and the patient. Adjustable band to attach firmly around the head and fit snugly against the forehead, fog resistant (preferable). Completely cover the sides and length of the face. May be re-usable (made of robust material which can be cleaned and disinfected) or disposable.	100	R105.00	R108.00	R10 500
Provision of 4 cleaners and disinfecting of Head Office	4 000 sq. meters	R15/sq. m	None	R60 128
Sanitation and Disinfecting of Branch	400 sq. meters	R15/sq. m	None	R5 980
Sanitation and Disinfecting of Branch	300 sq. meters	R12/sq. m	None	R3 542
Sanitation and Disinfecting of Branch	400 sq. meters	R14/sq. m	None	R5 650

* The reason why our cloth masks were more expensive than the regulated National Treasury price is due to us requiring these masks to be branded with our Agency branding which added the additional cost.

6. ANNEXURE A: ALL COVID-19 RELATED TRANSACTIONS

COVID-19 RELATED TRANSACTIONS											
ITEM NO	INVOICE DATE	NAME OF SUPPLIER	SUPPLIER DETAILS	ITEM DESCRIPTION	QUANTITIES	UNIT COST	NATIONAL TREASURY PRICE	REASON FOR DEVIATION FROM NATIONAL TREASURY PRICE	TOTAL	AMOUNT	PROCESS FOLLOWED
1	10-Jul-20	GIY Cleaning Services	Black Owned, Women Owned	Sanitation and Disinfecting	1	R5,980.00	R0.00	None	R5,980.00		3 Quotations
2	Quote date 14 July 2020, invoice is yet to be submitted	Ishqamo Solutions	Black owned, Youth owned	Sanitation and Disinfecting	1	R3,542.00	R0.00	None	R3,542.00		3 Quotations
3	2-Jun-20	King Mawie Projects	Black Owned	Cloth Face Masks - Mask - 3 layers of fabric (As per the DTIC guidelines & Specifications)	1000	R35.00	R25.00	The cloth masks were branded . Printing on the masks was the additional cost	R35,000.00		3 Quotations
										R44,522.00	
4	28-May-20	Magambu Services	Black Owned	Sanitizer floor stand dispenser	80	R1,550.75	R0.00	None	R124,060.00		3 Quotations
				Digital Body Thermometers Infrared Non-Contact - Each	180	R892.50	R2,527.20	None	R160,650.00		3 Quotations
				Sanitizer refill for dispenser	2600	R70.65	R0.00	None	R183,690.00		3 Quotations
										R468,400.00	
5	25-Mar-20	Mottum Marketing and Advertising	Black Owned, Youth Owned, Woman Owned	Hand Sanitizers, 500ml - Sanitizer, with not less than 70% alcohol must comply to WHO-recommended handrub formulations. Hospital Grade 70% Alcohol Hand Sanitiser & Disinfectant with Emollient	1500	R74.17	R84.33	None	R111,255.00		3 quotations
				Disposable Masks - 3 ply surgical face masks, 3 layers o made up of a soft fibre layer, a filter layer made of polypropylene (making them hypoallergenic) and the top non-woven layer.(Pack of ten)	1500	R35.00	R0.00	The masks were procured before the National Treasury issued any benchmark price.	R52,500.00		
										R163,755.00	
6	3-Jun-20	Nhlanipho Brains	Black Owned, Youth owned, Woman Owned	Disposable aprons - Straight apron with bib, 100%pvc, water proof, sewn strip for neck and back fastening. Minimum weight: 300g/m2, covering size 70cm to 90cm (width) x 120 - 150cm. Reusable - Box of 100 pieces	100	R290.00	R297.00	None	R29,000.00		3 Quotations
				Face shields - Made of clear plastic and providing good visibility to both the wearer and the patient. Adjustable band to attach firmly around the head and fit snugly against the forehead, fog resistant (preferable). Completely cover the sides and length of the face. May be re-usable (made of robust material which can be cleaned and disinfected) or disposable.	100	R105.00	R108.00	None	R10,500.00		
				Disposable gloves - gloves examination/surgical, sterile, Gloves - surgical or examination - nitrile, powder free, sterile, single-use. Gloves should have long cuffs, reaching well above the wrist, ideally to mid-forearm.Sizes: small, medium, large pack of 100 pieces	100	R270.00	R700.00	None	R27,000.00		
				Disinfectant wipes (bucket) - 70% alcohol, Hand and general wipes, 2000's	80	R800.00	R0.00	None	R64,000.00		
										R130,500.00	
7	27-Jul-20	Bidvest Prestige Cleaning	None	Provision of 4 Cleaners and disinfecting of HC	1	R60,127.91	R0.00	None			3 quotations
8	30-Jun-20	Ralimaake Enterprise	Black Owned	Disposable gloves - gloves examination/surgical, sterile, Gloves - surgical or examination - nitrile, powder free, sterile, single-use. Gloves should have long cuffs, reaching well above the wrist, ideally to mid-forearm.Sizes: small, medium, large pack of 100 pieces	24	R350.00	R700.00	None	R8,400.00		3 Quotations
				Sanitizers, 500ml - Sanitizer, with not less than 70% alcohol must comply to WHO-recommended handrub formulations. Hospital Grade 70% Alcohol Hand Sanitiser & Disinfectant with Emollient	204	R80.00	R84.33	None	R16,320.00		
										R24,720.00	
9	1-Jun-20	Sebhuku Solutions	Black Owned	Cloth Face Masks - Mask - 3 layers of fabric (As per the DTIC guidelines & Specifications)	204	R35.50	R25.00	The cloth masks were branded . Printing on the masks was the additional cost	R7,242.00		3 Quotations
10	3-Jun-20	Seretjane Trading	Black Owned, Youth Owned,	Sanitizers 500ml Sanitizer, with not less than 70% alcohol must comply to WHO-recommended handrub formulations. Hospital Grade 70% Alcohol Hand Sanitiser & Disinfectant with Emollient	3000	R60.50	R84.33	None	R181,500.00		3 Quotations
				Sanitizers 25L refill 70% Alcohol Base Hand Sanitizer Antibacterial Moisturizing	80	R3,393.00	R3,450.00	None	R271,440.00		
										R460,182.00	
11	3-Aug-20	Reatsosoetsa Trading Projects	Black Owned, Youth Owned Female	Sanitation and Disinfecting	1	R5,650.00	R0.00	None	R5,650.00		3 Quotations
Total										R1,313,334.91	