



**Sarah Baartman**

DISTRICT MUNICIPALITY

*Province of the Eastern Cape*

*progress through development*

## **INVITATION TO BID**

### **BID NO. 02/2026**

### **REVIEW OF THE MAKANA SPATIAL DEVELOPMENT FRAMEWORK**

Sarah Baartman District Municipality invites Professional Service Providers to bid for the "Review of the Makana Spatial Development Framework". Prospective bidders must be registered with South African Council of Planners (SACPLAN) and South African Geomatics Council (SAGC).

**MANDATORY DOCUMENTS TO BE SUBMITTED FAILURE TO DO SO WILL LEAD TO BIDS BEING DEEMED TO BE NON-RESPONSIVE:** Proof of registration with SACPLAN and SAGC. Company registration (CK) documents and certified ID copies of directors / owners. Compulsory submission of fully completed and accurate MBD forms 4, 6.1, 8 and 9. A municipal statement of account covering a period of three (3) months and/or a signed lease agreement must be submitted. Should the afore-mentioned not be available, an affidavit declaring that a bidder does not owe Municipality services for more than 90 days.

SBDM's Supply Chain Management Policy will apply. Evaluation criteria is 80/20 preference points system, where 80 points will be used for price and 10 points will be allocated for locality, and 10 points will be allocated for B-BBEE status level of contribution. Prospective bidders must be registered on the Central Supplier Database (CSD). Failure to comply shall render the bid null and void.

The original document collected from the municipality must be submitted or, if documents are printed from the websites, the original, printed document must be submitted. Bids must only be submitted on the bid documentation provided by the municipality. Late, incomplete, facsimiled or emailed bids will not be accepted for consideration. The only or lowest bid received shall not necessarily be accepted. SBDM reserves the right not to accept part of or the full bid.

Bid documents with the necessary specifications will be available for free download on the e-tender portal (<https://etenders.treasury.gov.za>) or the Municipal website (<https://www.sarahbaartman.co.za>). Hard copies can be obtained from the **Supply Chain Management Unit, 4th Floor, 32 Govan Mbeki Avenue, Gqeberha, Tel. (041) 508 7007** at a fee of R219.20 to cover printing costs.

**Bidders that do not obtain a minimum score of 70% on functionality criteria will be excluded from further evaluation. Functionality will be assessed as follows:**

#### **Functionality criteria**

CRITERIA	POINTS
Experience of the Company	40
Experience of Key Personnel	40
Methodology / Approach	20
<b>TOTAL</b>	<b>100</b>

Bids in a sealed envelope clearly marked "**BID NO. 02/2026: REVIEW OF THE MAKANA SPATIAL DEVELOPMENT FRAMEWORK**" must be placed in the **Bid Box, 4th Floor, 32 Govan Mbeki Avenue, Port Elizabeth, before 12h00 noon on Monday, 23 February 2026**. Thereafter the bids will be opened in public in the Committee Room No. 1, 6th Floor, 32 Govan Mbeki Avenue, Gqeberha.

**All technical enquiries to be directed to:** Mr Mlamleli Maqokolo, tel. (041) 508 7093, e-mail: [mmaqokolo@sbdm.co.za](mailto:mmaqokolo@sbdm.co.za) and **SCM enquiries** to Ms. Khanyisile Notshulwana, tel. (041) 508 7007, e-mail: [knotshulwana@sbdm.co.za](mailto:knotshulwana@sbdm.co.za)

#### **NOTICE NO. 04 OF 2026 DATED 23 JANUARY 2026**

**MS. U. DANIELS: MUNICIPAL MANAGER**

**SARAH BAARTMAN DISTRICT MUNICIPALITY, P O BOX 318, GQEBERHA 6000**