



INVITATION TO BID

Bid No : 02/2021-22
Bid Description : **Compilation of the General Valuation Roll and Supplementary Valuation Rolls 2022/23 - 2028**

Bids are hereby invited from professional service providers with requisite capacity to provide **Compilation of General Valuation Roll and Supplementary Valuation Rolls 2022/23 - 2028** for the **Ga-Segonyana Municipality** for a period of **60 months**.

Specifications (But not limited to these):

Service to be provided are the following:

- ✚ *Compilation and maintenance of the general valuation roll for the financial year(s) **01 July 2023 to 30 June 2028**.*
- ✚ *Submit a certified supplementary valuation at least once a year*
- ✚ *Review of the Rates Policy and by-laws in terms of the Act in regard to valuation matters*
- ✚ *Community Participation and Public Awareness relating to the valuation and objection process.*
- ✚ *Attending to Valuation Enquiries on behalf of the municipality*

Bids clearly marked "**Bid No: 02/2021-22 "Compilation of the General Valuation Roll and Supplementary Valuation Rolls 2022/23 - 2028"**" must be placed in the bid box of the Municipality on or before **25 March 2022** at **12H00**. The lowest or any bidder will not necessarily be accepted and Council reserves the right to consider any other Bid not suitably endorsed or comprehensively completed, as well as the right to accept a bid in whole or in part.

Bid documents will be available as follows:

Date : 25 February 2022
Methods : downloadable at www.etenders.gov.za and/or www.ga-segonyana.gov.za at own cost
Municipal Cashiers Office at a fee of R1, 000.00 non-refundable

The bid will be evaluated on functionality with the following criteria:

Previous Experience

50

- ✚ Appointment Letters/ Traceable References

A Company with proven experience in the Municipal environment executing municipal projects regarding the Preparation of the Municipal General Valuation roll

For Each submitted contract/appointment the following will apply:

- 20 Points for each letter of appointment (for a completed contract of 5 years and above)
 - 10 Points for each letter of appointment (Less than 5 years but not less than a year)
- Highest points shall be limited to 50 points. The appointment letters must be in the company letterhead of the client.**

Resources 30

Human Resources - Qualifications of Key Personnel (CV's to be attached)

- + 1 X Professional Valuer
- Minimum Ten years' experience in General Valuation Roll preparation 10
- + 1 X Assistant Municipal Valuer (Minimum 5 year' experience
- Minimum Five years' experience in General Valuation Roll preparation 10
- + Registered with recognized professional body (SACPVP)
- Attach a certified copy of a valid certificate regulated by the South African Council for Property Valuers Profession 10

Local Economic Development 20

- The bidder must be operating and residing in the John Taolo Gaetsewe District.
- For the bidders residing in JTG District 20
 - For bidders residing in Northern Cape Province but NOT in JTG District 10

This must be demonstrated by submitting any of the following:

- Proof of residence
- Municipal Account
- Lease Agreement

NB: Bidders must score a minimum of 70 points to be able to be considered for further evaluation

Thereafter bids will be evaluated and adjudicated in terms of the Municipality's Supply Chain Management Policy and other statutory Regulations governing the Supply Chain of the Municipality. Bids will be evaluated on the **80/20 Points basis**, where **80 points** will be allocated **to price** and **20 points** allocated to **Preferential Points**.

Bids MUST be submitted in a bid document as provided for by the municipality. The document is downloadable from the municipal website www.ga-segonyana.gov.za and/ or from e-tender website www.etenders.gov.za.

ONLY BIDS SUBMITTED IN THE BID DOCUMENT WILL BE CONSIDERED.

Technical enquiries may be directed to **Mr. T. Bosiamo** on **053 712 9349** or **Mr. K. Noke** on **053 712 9370** and SCM enquiries to **Mrs. O. Ruiter** on **053 712 9323** during office hours.

M. M. TSATSIMPE
MUNICIPAL MANAGER

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