

PROPOSED REFURBISHMENT AND UPGRADES OF THE OLD MASIZA SCHOOL, GALESHEWE INTO DSAC DISTRICT OFFICES

Addendum to RFQ for Land Surveyor

Scope of Work: Land Surveyor

Project: Consolidation and Sub-division of Three (3) Erven

Location: The Old and the New Masiza School in Galeshewe Township, Kimberley

Erf Numbers: 3243, 3244 & 3245

Municipality: Sol Plaatje Local Municipality

Client: NC Department of Roads & Public Works

1. Introduction

This Scope of Work (SOW) outlines the professional services to be provided by the appointed Land Surveyor for the consolidation and subdivision of three separate land parcels in accordance with the Land Survey Act (Act 8 of 1997), the Spatial Planning and Land Use Management Act (SPLUMA, Act 16 of 2013), and relevant municipal planning by-laws.

The purpose of the project is to legally consolidate the three subject erven into one erf and subsequently subdivide the consolidated erf into two separate erven, one for an existing school and the other for an office development currently under construction. *Note: The Old Masiza School is being converted into offices for the Department of Sport, Arts and Culture.*

2. Objectives

- To consolidate three existing properties into one consolidated erf.
- To prepare and lodge subdivision applications of the consolidated erf into two portions as per the client's development proposal.
- To ensure compliance with all legal, statutory, and municipal requirements.
- To obtain final approval, registration, and issuance of new title deeds for subdivided erven.

3. Scope of Services

The Land Surveyor shall undertake the following tasks:

3.1 Preliminary Work

- Obtain copies of existing title deeds, Surveyor General (SG) diagrams, and General Plans.
- Conduct a cadastral survey of the subject properties.
- Confirm and verify boundaries, beacon positions, and servitudes (if any).
- Liaise with the municipality to determine zoning, land use rights, and subdivision requirements.
- Advise the client on development constraints and compliance requirements.

3.2 Consolidation Application

- Prepare consolidation diagram(s) for approval by the Surveyor General.
- Prepare and submit consolidation application to the local municipality.
- Liaise with municipal planning officials for circulation and comments from relevant departments (Engineering Services, Roads, Town Planning, Environmental, etc.).
- Address conditions of approval and obtain consolidation approval.

3.3 Sub-division Application

- Draft sub-division layout plan in consultation with the client and town planner (*Please note a Professional Town Planner has been appointed*).
- Prepare and submit subdivision applications in accordance with SPLUMA and municipal by-laws.
- Attend site inspections, municipal planning meetings, or tribunals as required.
- Address conditions imposed by authorities (engineering reports, environmental inputs, services agreements, etc.).
- Obtain subdivision approval from the municipality.

3.4 Survey Work

- Peg and beacon all newly created erven.
- Place, replace, or rehabilitate boundary beacons as required.
- Conduct field survey measurements and calculations in line with Surveyor General standards.

3.5 SG & Deeds Office Approval

- Prepare and lodge subdivision diagrams with the Surveyor General for approval.
- Obtain SG-approved diagrams.
- Liaise with conveyancers for registration of new erven and cancellation of previous title deeds.

4. Deliverables

- Approved consolidation diagram(s).
- Approved subdivision diagrams.
- Survey records and beacon certificates.
- Copies of municipal approval letters for consolidation and subdivision.
- Final Surveyor General-approved diagrams.
- Lodgement package for Deeds Office registration (in collaboration with conveyancers).

5. Exclusions – The following are excluded from this SoW:

- Town planning re-zoning or consent use applications.
- Environmental impact assessments.
- Engineering designs for roads, stormwater, water, sewer, and electricity.
- Legal or conveyancing services.

6. Professional Standards

All work will be carried out in accordance with:

- The Land Survey Act (Act 8 of 1997).
- The SPLUMA (Act 16 of 2013) and municipal planning by-laws.
- Surveyor General regulations and cadastral survey standards.
- South African Council for Professional and Technical Surveyors (PLATO) ethical guidelines.

7. Project Duration

The expected duration of the project is approximately two (2) months, subject to municipal processing times, Surveyor General approval timelines, and Deeds Office registration.

8. Fees and Payment Terms

- Professional fees will be charged and paid as per the approved quotation.
- The following disbursements shall be paid by the appointed PSP, then claimed back from client on a proven cost basis - municipal fees, Surveyor General fees, Deeds Office fees and any other statutory fees/charges.
- All other disbursements like travel, accommodation, meals etc shall be included in the quoted fees.

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