

EMAKHAZENI LOCAL MUNICIPALITY



Bid documents will be obtainable on payment of cash non-refundable document fee as stipulated in the table below from our offices at Emakhazeni Local Municipality, 25 Scheepers Street, Belfast during office hours from 07H45 to 12h30 and 13h00 to 15h00 weekdays, or on supply of proof of EFT payment made into the following bank account: **FNB Current Account Number 62028195510 Branch Code 270351**, Tender Reference number (Project Number and Company Name), the document can also be obtained on the municipality's website or on the e-Tender Website at <http://www.etenders.gov.za/content/advertised-tenders> at a cost.

Tenders are to be completed in black ink and completed in accordance with the conditions and rules contained in the tender documents. The tenders and relevant documents must be sealed in a envelope and externally endorsed with **Project No; and Description**; and be deposited in the Tender Box, Ground Floor, Emakhazeni Local Municipality, 25 Scheepers Street, Belfast, Mpumalanga. **The Tenders shall remain valid for a period of 90 days from the closing date.** Telegraphic, telephonic, fax, telex e-mail or late tenders will not be accepted.

Project number	Description	Availability of Tender document	Briefing session	Closing Date	Functionality %	Bid documents Prices	Contact person
ELM 23-24/09/01	APPOINTMENT OF A PANEL OF ELECTRICAL SERVICE PROVIDERS TO BE ON STANDBY FOR THE INSTALLATION, MAINTENANCE WORK AND REPAIRS FOR A PERIOD OF 36 MONTHS	Tuesday the 03 rd of October 2023	None	Tuesday the 31 st of October 2023 at 12h00	70%	R 1 000.00	Procurement enquiries: Joas Madipe at 013 253 7601 joas.madipe@emakhazeni.gov.za Technical enquiries: Victor Sibande at 013 253 7723 victor.sibande@emakhazeni.gov.za
ELM 23-24/09/02	APPOINTMENT OF A PANEL OF SERVICE PROVIDERS FOR THE SUPPLY, DELIVERY AND OFF-LOADING OF ELECTRICAL SPARES, MATERIAL AND TESTING EQUIPMENT FOR A PERIOD OF 36 MONTHS	Tuesday the 03 rd of October 2023	None	Tuesday the 31 st of October 2023 at 12h00	70%	R 1 000.00	Procurement enquiries: Joas Madipe at 013 253 7601 joas.madipe@emakhazeni.gov.za Technical enquiries: Victor Sibande at 013 253 7723 victor.sibande@emakhazeni.gov.za
ELM 23-24/09/03	THE COMPILATION AND MAINTENANCE OF GENERAL AND SUPPLEMENTARY VALUATION ROLLS FOR THE FINANCIAL YEARS 1 JULY 2025 TO 30 JUNE 2030	Tuesday the 03 rd of October 2023	None	Tuesday the 31 st of October 2023 at 12h00	70%	R 1 000.00	Procurement enquiries: Joas Madipe at 013 253 7601 joas.madipe@emakhazeni.gov.za Technical enquiries: Vusi Mdluli at 013 253 7706 vusi.mdluli@emakhazeni.gov.za

preference). Master Registration Number and tax compliance status PIN to enable the municipality to verify the bidder's tax compliance status must be attached. Service providers must be registered at central supplier database (CSD).

NOTE TO BIDDERS ON BID CONDITIONS:

- The Supply Chain Management Policy of Emakhazeni Local Municipality will apply. The Council reserves the right not to accept the lowest bid or any bid and reserves the right to accept the whole or part of the bid, or to reject all bids and cancel the notice to bid;
- Bids that are submitted late, incomplete, unsigned or by facsimile, electronically or not completed in black ink will be rejected and not accepted for further evaluation;
- Members or Directors of Companies or Service Providers who are state employees are not allowed to bid or quote;
- Bids submitted are to be valid for a period of 90 days;



Mr. J.W. Shakaggu
Municipal Manager
Emakhazeni Local Municipality

28/09/2023
Date



**THE COMPILATION AND MAINTENANCE OF GENERAL AND SUPPLEMENTARY
VALUATION ROLLS FOR THE FINANCIAL YEARS 1 JULY 2025 TO 30 JUNE 2030
ELM 23-24/09/03**

FUNCTIONALITY POINTS

Evaluation Criteria	Required	Elimination Factor	Points obtainable	Points Claimed
Registration and Experience of key personnel tenderer				
Tenderer registration with the SA Council of Professional Valuers: as Professional Valuer(s)	Attached (proof) certified valid registration certificates (not older than 3 months)	Yes	20	
Experience as Professional Valuer(s) <ul style="list-style-type: none"> Over 10 years = 20 points Between 5 and 10 years = 15 points Less than 5 years = 10 points 	Attached your compressed detailed CV(s) with at least two contactable references	Yes	20	
Team Leader relevant qualification and experience	Attached your compressed detailed CV(s) with at least two contactable references	No	10	
Evaluation Criteria	Required	Elimination Factor	Points obtainable	Points Claimed
Tenderer project management experience in similar project and detailed project plan				
Experience of the Firm Two (2) points for every project completed or engaged in	Attach Reference /Appointment letter from Municipalities	Yes	20	
Tenderer: project management experience similar project to valuation of properties (property count) for municipalities: <ul style="list-style-type: none"> Above 40 000 properties = 10 points Between 20 000 and 40 000 properties = 5 points Below 20 000 properties = 2 points 	Attached (proof) two reference letter(s) with contact details from the previous project(s)	Yes	10	

Tenderer's detailed proposed project plan: <ul style="list-style-type: none"> • Cover all stages as set out on the key task functions on the tender document = 10 points • Data back-up and disaster recovery plan = 5 points • Data transfer plan to provide final set of data in loadable format into billing system (integration) after completion of the valuation roll = 5 points 	Attached a detailed project plan & cash flow projection, Data back-up & disaster recovery plan and Data transfer plan	No	20	
Total Points			100	

For Tenderers to be considered for the next phase of evaluation, they must achieve a minimum rating of 80%(80 Points) in functionality.