

**ADVERT**

**DATE ADVERTISED: 4/05/2023.**

**EMALAHLENILOCAL MUNICIPALITY**

Bids are hereby re- invited for the Emalahleni Local Municipality project as per the following description:

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| **BID NUMBER** | **BID NAME/DESCRIPTION** | **POINTS ALLOCATION** | **BID CLOSING DATE & TIME** |
| **ELM/2/05/2023T** | **COMPILATION OF A NEW GENERAL VALUATION ROLL IN TERMS OF THE PROVISION OF THE MUNICIPAL PROPERTY RATES ACT, 2004 [ACT NO. 6 OF 2004] FOR IMPLEMENTATION ON 01 JULY 2023 AND THE MAINTENANCE OF SUCH VALUATION ROLL BY SUPPLEMENTARY VALUATION IN RESPECT OF ALL RATABLE PROPERTY SITUATED WITHIN THE AREA OF JURISDICTION OF THE EMALAHLENI LOCAL MUNICIPALITY, FOR THE PERIOD 1 JULY 2023 TO 30 JUNE 2029** | **80/20** | **18 May 2023**  **at 12:00** |

Bid documents will be available from the **05 May 2023** on the Emalahleni Local Municipality Municipal Website: [www.emalahlenilm.gov.za](http://www.emalahlenilm.gov.za) and e-tender portal.

all bidding enquiries shall be directed to **Ms. F Majambe on 063 181 8682 / at majambef@emalahlenilm.gov.za** during normal office hours (**08h00-16h30**)**.**

Project Enquiries shall be directed to Mr. **Mr.S Fokazi** on **072 690 9654** at **fokazis@emalahlenilm.gov.za** during normal office hours (08h30 – 16h30).

Completed bids and supporting documentation, placed in a sealed envelopes clearly written on the outside as per the bid document and must be dropped in the marked bid box placed at the reception of the Emalahleni Local Municipality offices at 37 Indwe Road in Lady Frere not later than **12h00 on the dates as mentioned above**, all the received bids will be opened in public.

**Functionality : 100 points, Minimum qualifying points will be 70 for further evaluation.**

| **ITEM** | **FUNCTIONALITY** | **ALLOATED** | **TOTAL POINTS** |
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| 1. Municipal Valuer must comply with Section 39 (1) of the MPRA | Registered as a professional valuer or professional associated valuer in terms of the Property Valuers Profession Act, 2000 (Act No. 47 of 2000 with experience as a municipal Valuer for –  1 to 3 years = 5 points  4 to 5 years = 10 points  6 and above = 15 points  To attach proof( certified certificate) of the years registered with South African Council for the Property Valuers Profession(SACPVP) |  | 15 |
| 1. Bidders experience in carrying out a General Valuation and preparing valuation rolls for rating purposes in terms of the MPRA | Proof by supporting evidence confirming successful completion of a General Valuation and preparing valuation rolls (GV Project) **from a local or metropolitan municipality.**  Signed appointment letter and reference letter by accounting officer or project manager must be attached as means of verification for each project.  1 to 2 GV Projects = 5 points  3 to 4 GV Projects = 10 points  5 and above GV Projects = 15 points |  | 15 |
| 1. Municipal Valuer experience in processing objections and defending appeals to valuations | Proof by supporting evidence confirming successful completion of General Valuation objections and appeals as the designated municipal valuer **from a local or metropolitan municipality.**  Signed reference letters must be attached from the municipality/s confirming the successful processing of objections and appeals by the municipal valuer.  1 to 3 GV Projects = 5 points  4 or more GV Projects = 10 points |  | 10 |
| 1. GIS and Data Manager   NB: CV must clearly detail number of GV projects involved in with traceable references | (a)Degree/Diploma(minimum NQF level 6) qualification as recognised by SAQA in Geographic Information Systems, Cartography and Environmental Sciences or a relevant qualification(with a focus on GIS). Attach certified copies  (b) Detailed CV submitted with relevant experience in GV projects performing GIS and data management  1 to 3 GV projects = 5 points  more than 3 projects = 10 points |  | 10 |

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| 1. General Valuation Project plan and implementation methodology | The bidder must provide a general valuation project plan and implementation methodology which must cover the following topics and activities –  Property register preparation, =1  Data collection,=1  Sales analysis and market reports,=1  Valuation of property,=1  GV Project management,=1  Objections and Appeals and=1  Stakeholder engagement =1  NB: point per topic |  | 7 |
| 1. Quality Assurance (QA) Project methodology and plan | Provision of a Quality Assurance (QA) implementation Plan with project phase details and process flow to include –  Property register / Valuation roll, =2.5  Data collection/Capture (QA), =2.5  Sales review, =2.5  Value review (QA) =2.5 |  | 10 |
| 1. Valuation Roll Management System (VRMS) | Bidders Valuation Roll Management System (VRMS) licenced, functional and operational as per bid and bid specification.   * 1. Reference letters from a local or metropolitan municipality confirming successful VRMS system implementation, operation and functionality for General Valuations and in the updating of the valuation rolls -   1 to 3 references = 10  4 or more references = 18 |  | 18 |
| 1. CAMA modelling projects -Development of CAMA models to support mass valuations   **NB:**  Methodology to cover below topic to gain full points :   * Computer Assisted Mass Appraisal (CAMA) * Data management to support mass valuations | Bidders must submit methodology detailing ability in performing Computer Assisted Mass Appraisal (CAMA) and the applicable data management required to support mass valuations. |  | 15 |

**BIDS WILL BE EVALUATED ON THE BASIS OF RESPOSIVENESS FIRST THEN FUNCTIONALITY AND ONLY RESPONSIVE BIDS WILL BE EVALUATED ON PRICE AND B-BBEE STATUS CONTRIBUTOR AT 80/20 POINTS BASIS AS INDICATED FROM THE ABOVE TABLE. PREFERENTIAL POINTS ARE ALLOCATED/ AWARDED IN ACCORDANCE TO PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT 5 OF 2000 (PPPFA) AND THE PPPFA REGULATIONS OF 2017.**

**BIDDERS SHALL TAKE NOTE OF THE FOLLOWING**:

* Bidders will be adjudicated in accordance with the Municipality Supply Chain Management Policy and in terms of Preferential Procurement Policy Framework Act new regulations of 2017 and will be based on the 80/20 points system.
* The Validity period of Bids is 90 days from the closing date of bids.
* Submit a company registration certificate (C.K document).
* Bidders must submit a Tax Compliance status document with Pin issued by South African Revenue Services (SARS)
* Submit all director’s certified ID copies as reflecting on the company registration document.
* Submit a certified copy or an original BBBEE status level Certificate/ a sworn affidavit in terms of the Amended B-BBBE codes.
* Submit proof of registration summary on Central Supplier Database (CSD).
* All municipal rates and taxes of the supplier must be paid where the business has its head or regional office. Latest billing clearance certificate or account statement not older than 3 months must be submitted with the bid, or if the property is being leased then lease agreement must be attached, failure to do so will result in the bid being disqualified**. NB** the billing clearance certificate is only applicable to bidders who operate their business in an area or property that is not billed by the municipality.
* Completed MBD1, MBD 3.3, MBD4, MBD 6, MBD 7.2, MBD 8 and MBD 9.
* All certified documents must not be older than three (03) months.
* All other pre-requisites as detailed in the bid documents shall apply.
* Failure to complete allthe supplementary information will result in bidder being deemed non-responsive.
* Late, telegraphic, facsimile, incomplete or unsigned bids will not be considered.

**Emalahleni Local Municipality encourages all service providers to exercise safety guidelines for prevention of corona virus transmission and apply general hygiene protocols as recommended by the Department of Health. The Municipality cannot be held liable for any loss, damages, or inconvenience weather, technical, financial or health related, which may arise from the COVID-19 Pandemic or the national lockdown and its regulations and alert levels.**

Emalahleni Local Municipality does not bind itself to accept the lowest or any bid and reserves the right not to accept the whole or any part of the bid.

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**POB Makoma**

**MUNICIPAL MANAGER**