



co-operative governance,
human settlements & traditional affairs
MPUMALANGA PROVINCE
REPUBLIC OF SOUTH AFRICA

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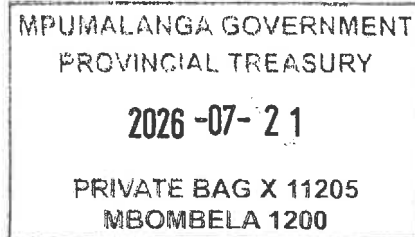
Litiko Letekubusa
Ngekubambisana
Tekuhlaliswa Kwebantfu
Netendzabuko

Departement van
Samewerkende Regering
Menslike Nedersettings
en Tradisionele Sake

UmnYango weTjhebiswano
laboRhulumende
zokuHlaliswa kwabantu
neenDaba zenDabuko

Enq: Mr. T.C. Mashile
Tel: 013 766 6449

The Head Official
Provincial Treasury
Mpumalanga Provincial Treasury
Private Bag x11246
NELSPRUIT
1200



Attention: Ms. G. Mashiteng

SUBJECT: ERRATUM FOR BID ADVERTISED IN THE PROVINCIAL BID BULLETIN: VOLUME NO 360 FOR JULY 2026, BID NO: COGHSTA/031/26/MP AND COGHSTA/032/26/MP

Dear Sir/Madam

1. PURPOSE

The Department hereby requests to place an erratum for Bid number: **COGHSTA/031/26/MP** and **COGHSTA/032/26/MP** in the provincial bid bulletin and where possible in the national and provincial print media in respect of the below mentioned services: -

2. DESCRIPTION OF THE BID

- 2.1 **COGHSTA/031/26/MP**: "Appointment of a service provider(s) into a panel of registered town and regional planning firms to provide professional services for the provincial Department of Co-operative Governance, Human Settlements and Traditional Affairs for a period of three (3) years in Mpumalanga.
- 2.2 **COGHSTA/032/26/MP**: "Appointment of a service provider(s) for the provision of consulting services in research and programme evaluation projects under different COGHSTA programmes for the Department of Co-operative Governance, Human Settlements and Traditional Affairs for a period of three (3) years in all the municipalities of all the three (3) districts of Mpumalanga Province.

3. DESCRIPTIONS OF THE ERRATUM

Bidders are to note the following changes and include them in their bid documents.

3.1. COGHSTA/031/26/MP: "Appointment of a service provider(s) into a panel of registered town and regional planning firms to provide professional services for the provincial Department of Co-operative Governance, Human Settlements and Traditional Affairs for a period of three (3) years in Mpumalanga.

CHANGE OF POINTS UNDER EVALUATION CRITERIA FOR THE FOLLOWING

HUMAN SETTLEMENT PLANNING

- Planning team composition

See attached revised Evaluation Criteria table

SPATIAL PLANNING PROJECTS

- Experience in relation to similar planning work for team leader and GIS Professional
- Experience in projects involved with

See attached revised Evaluation Criteria table

LAND USE MANAGEMENT

- Experience in relation to similar planning work for team leader and GIS Professional
- Experience in projects involved with
- Quality and performance

See attached revised Evaluation Criteria table

3.2 COGHSTA/032/26/MP: "Appointment of a service provider(s) for the provision of consulting services in research and programme evaluation projects under different COGHSTA programmes for the Department of Co-operative Governance, Human Settlements and Traditional Affairs for a period of three (3) years in all the municipalities of all the three (3) districts of Mpumalanga Province.

CHANGE OF POINTS UNDER EVALUATION CRITERIA

- Structure and methodology to be followed
- Team and company profile
- Previous experience in similar Social Science Research

See attached revised Evaluation Criteria table

CHANGE IN SDB 6.1 (PAGE 1)

- Error in preference points system allocation of **90/10** should be changed to **80/20**

See attached SDB. 6.1. (Page 1)

NB: Bidders are advised to attach the erratum documents on their bid documents.

RE: ADDENDUM FOR BIDS ADVERTISED IN THE PROVINCIAL BID BULLETIN FOR JULY 2026 BID NO:
COGHSTA/031/26/MP AND COGHSTA/032/26/MP

Kind regards,



MR. CM. CHUNDA

(A) SUPERINTENDENT/ HEAD: CO-OPERATIVE GOVERNANCE,
HUMAN SETTLEMENTS AND TRADITIONAL AFFAIRS

20/07/26
DATE



TERMS OF REFERENCE

APPOINTMENT OF SERVICE PROVIDER(S) FOR THE PROVISION OF CONSULTING SERVICES IN RESEARCH AND PROGRAMME EVALUATION PROJECTS UNDER DIFFERENT COGHSTA PROGRAMMES FOR THE DEPARTMENT OF CO-OPERATIVE GOVERNANCE, HUMAN SETTLEMENTS AND TRADITIONAL AFFAIRS FOR A PERIOD OF THREE (3) YEARS IN ALL THE MUNICIPALITIES OF ALL THE THREE (3) DISTRICTS OF MPUMALANGA PROVINCE



PHASE 2: FUNCTIONALITY EVALUATION

The minimum qualifying threshold for functionality shall be **75 Points**

CRITERION	POINTS ALLOCATED
1.methodology - Detailed explanation of approach, project stages and milestones (20 points) - Indication of available resources (both human and otherwise) for example secretariat, software packages etc. (5 points) - Clear client and stakeholder involvement and engagement process (5 points)	30 points
2. structure and methodology to be followed - Program is linked to methodology (5 points) - Clear indication of timelines with project stages and milestones (5 points) - Activities are clearly defined with direct link to cash flow (delivery program) (5 points)	15 points
3. Team or company profile - Appropriate field of specialization in research (attach Qualifications) and proof of registration will be an added advantage (5 points) 5 years relevant experience in research for five (5) personnel to form part of the team (submission of general CV for each of the key personnel) (5 points) - Profile of Project leader and key members of team (5 points) - Roles and responsibilities are clearly defined (5 points)	20 points
4. Previous Experience in Similar Social Science Research Project Completion of similar Research Projects (appointment letter/order/contract along with completion / reference letter) 1 to 2 completed = 10 points 3 to 4 completed = 20 points	30 points

• 5 and above completed = 30 points	
5.Ability to absorb local field workers as per municipality • Clear statement and plan on involvement of local field workers for data collection on the project (5 points)	5 points
TOTAL POINTS	100 POINTS

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 **To be completed by the organ of state**

(delete whichever is not applicable for this tender).

- a) The applicable preference point system for this tender is the **90/10** preference point system.
- b) The applicable preference point system for this tender is the **80/20** preference point system.
- c) Either the **90/10 or 80/20 preference point system** will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

1.4 **To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100