

5/2/21- DALRRD 0040(2022/2023)

APPOINTMENT OF A PROJECT MANAGEMENT TEAM TO UNDERTAKE THE PROCESS OF FINALISING AND TRANSFERRING THE 20 REMAINING TRANCRAA AREAS IN TERMS OF THE TRANSFORMATION OF CERTAIN RURAL AREAS ACT NO. 94 OF 1998, AS AMENDED, IN THE WESTERN CAPE, NORTHERN CAPE AND FREE STATE FOR A PERIOD OF TWO YEARS.

CLOSING DATE: 15 DECEMBER 2022

NB: A COMPULSORY BRIEFING SESSION WILL BE ON 30 NOVEMBER 2022.
VENUE: DEPARTMENT OF AGRICULTURE, LAND REFORM AND RURAL
DEVELOPMENT BOARDROOM 100E
OLD BUILDING, 184 JEFF MASEMOLA STREET
PRETORIA.
TIME: 10:00

TECHNICAL ENQUIRIES : Ms Queen Filani / Mr J Sebape
TEL : 012 312 9032 / 012 312 8214
EMAIL : Queen.Finani@dalrrd.gov.za / JSebape@dalrrd.gov.za

BID RELATED ENQUIRIES : Mr. Abie Olyn/Tshepo Mlambo/ Clifford Mahlase
TEL : (012) 312 9518/9786/9734/8343
EMAIL: abie.olyn@dalrrd.gov.za / cliffordm@dalrrd.gov.za
/tshepo.mlambo@dalrrd.gov.za

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NB: IN A CASE WHERE THE DEPARTMENT IS CLOSED DUE TO COVID-19, THE SECURITY AT THE GATE WILL OPEN FOR THE DOCUMENT TO BE DEPOSITED IN THE TENDER BOX.

TECHNICAL PROPOSAL – PART 1 OF 2

LA 1.1



agriculture, land reform & rural development

Department:
Agriculture, Land Reform and Rural Development
REPUBLIC OF SOUTH AFRICA

Chief Directorate: Supply Chain and Facilities Management Services: **Sub-Directorate:** Demand and Acquisition
Management Services: **Enquiries:** Mr Pfarelo Makhado: **Tel:** (012) 312 9518

YOU ARE HEREBY INVITED TO BID TO THE DEPARTMENT OF AGRICULTURE LAND
REFORM AND RURAL DEVELOPMENT

BID NUMBER: 5/2/2/1- DALRRD 0040 (2022/2023)

CLOSING TIME: 11H00

CLOSING DATE: 15 DECEMBER 2022

BIDS RECEIVED AFTER THE CLOSING TIME AND DATE AS A RULE WILL NOT BE
ACCEPTED FOR CONSIDERATION

1. Kindly furnish us with a bid for services shown on the attached forms.
2. Attached please find the General Contract Conditions (GCC), SBD1, SBD 3.3, SBD4, SBD6.1, Credit Instruction forms, terms of reference.
3. Bidders must ensure that they register with the National Treasury Central Supplier Database (CSD) and attach/provide the reference numbers on the SBD 1 form of the bid document.
4. If you are a sole agent or sole supplier you should indicate your market price after discount to your other clients or if that is not possible your percentage net profit before tax, in order to decide whether the price quoted is fair and reasonable.
5. The attached forms must be completed in detail and returned with your bid. Bid document must be submitted in a sealed envelope stipulating the following information: Name and Address of the bidder, Bid number and closing date of bid. **(failure to comply will disqualify your proposal)**

Yours faithfully

SIGNED
BIDS MANAGEMENT
DATE: 23 NOVEMBER 2022

MAP TO BIDDER BOX (B BOX)

5/2/21- DALRRD 0040 (2022/2023) CLOSING DATE: 15 DECEMBER 2022 @ 11:00

YOU ARE HEREBY INVITED TO BID TO THE GOVERNMENT OF THE REPUBLIC OF SOUTH AFRICA (DEPARTMENT OF AGRICULTURE, LAND REFORM AND RURAL DEVELOPMENT)

BIDS RECEIVED AFTER THE CLOSING TIME AND DATE ARE LATE AND WILL AS A RULE NOT BE ACCEPTED FOR CONSIDERATION.

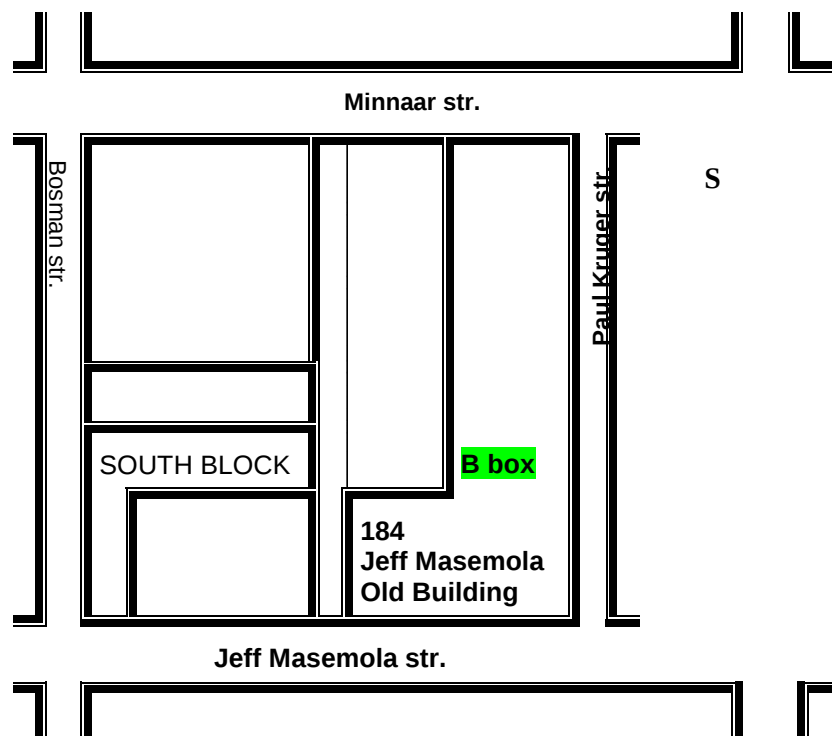
THE SBD 1 FORM MUST BE SIGNED IN THE ORIGINAL AND WITH BLACK INK

SUBMIT ALL BIDS ON THE OFFICIAL FORMS – DO NOT RETYPE.

The Bid documents must be deposited in the Bid box which is identified as the “Bid/tender box.”

**DEPARTMENT OF AGRICULTURE,
LAND REFORM AND RURAL
DEVELOPMENT
Acquisition Management
(BIDS)
THE OLD BUILDING 184
JEFF MASEMOLA STREET, PRETORIA,
0001**

**THE BID BOX OF THE OFFICE OF THE
DEPARTMENT OF AGRICULTURE, LAND
REFORM AND RURAL DEVELOPMENT IS
OPENED 7 DAYS A WEEK FROM 6AM TO
6PM, THE BID BOX WILL BE CLOSED AT
11H00 WHICH IS THE CLOSING TIME OF
BIDS.**



BIDDERS SHOULD ENSURE THAT BIDS ARE DELIVERED TIMEOUSLY TO THE CORRECT ADDRESS

SUBMIT YOUR BID IN A SEALED ENVELOPE

Annexure A

GOVERNMENT PROCUREMENT

GENERAL CONDITIONS OF CONTRACT July 2010

NOTES

The purpose of this document is to:

- (i) Draw special attention to certain general conditions applicable to government bids, contracts and orders; and
- (ii) To ensure that clients be familiar with regard to the rights and obligations of all parties involved in doing business with government.

In this document words in the singular also mean in the plural and vice versa and words in the masculine also mean in the feminine and neuter.

- The General Conditions of Contract will form part of all bid documents and may not be amended.
- Special Conditions of Contract (SCC) relevant to a specific bid, should be compiled separately for every bid (if applicable) and will supplement the General Conditions of Contract. Whenever there is a conflict, the provisions in the SCC shall prevail.

TABLE OF CLAUSES

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General Conditions of Contract

1. Definitions

1. The following terms shall be interpreted as indicated:
 - 1.1 “Closing time” means the date and hour specified in the bidding documents for the receipt of bids.
 - 1.2 “Contract” means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
 - 1.3 “Contract price” means the price payable to the supplier under the contract for the full and proper performance of his contractual obligations.
 - 1.4 “Corrupt practice” means the offering, giving, receiving, or soliciting of any thing of value to influence the action of a public official in the procurement process or in contract execution.
 - 1.5 "Countervailing duties" are imposed in cases where an enterprise abroad is subsidized by its government and encouraged to market its products internationally.
 - 1.6 “Country of origin” means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.
 - 1.7 “Day” means calendar day.
 - 1.8 “Delivery” means delivery in compliance of the conditions of the contract or order.
 - 1.9 “Delivery ex stock” means immediate delivery directly from stock actually on hand.
 - 1.10 “Delivery into consignees store or to his site” means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the supplier bearing all risks and charges involved until the supplies are so delivered and a valid receipt is obtained.
 - 1.11 "Dumping" occurs when a private enterprise abroad market its goods on own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm the local industries in the RSA.

- 1.12 "Force majeure" means an event beyond the control of the supplier and not involving the supplier's fault or negligence and not foreseeable. Such events may include, but is not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- 1.13 "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any bidder, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the bidder of the benefits of free and open competition.
- 1.14 "GCC" means the General Conditions of Contract.
- 1.15 "Goods" means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract.
- 1.16 "Imported content" means that portion of the bidding price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or his subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the supplies covered by the bid will be manufactured.
- 1.17 "Local content" means that portion of the bidding price which is not included in the imported content provided that local manufacture does take place.
- 1.18 "Manufacture" means the production of products in a factory using labour, materials, components and machinery and includes other related value-adding activities.
- 1.19 "Order" means an official written order issued for the supply of goods or works or the rendering of a service.
- 1.20 "Project site," where applicable, means the place indicated in bidding documents.
- 1.21 "Purchaser" means the organization purchasing the goods.
- 1.22 "Republic" means the Republic of South Africa.
- 1.23 "SCC" means the Special Conditions of Contract.
- 1.24 "Services" means those functional services ancillary to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance and other such obligations of the supplier covered under the contract.

- 1.25 “Written” or “in writing” means handwritten in ink or any form of electronic or mechanical writing.
- 2. Application**
- 2.1 These general conditions are applicable to all bids, contracts and orders including bids for functional and professional services, sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise indicated in the bidding documents.
- 2.2 Where applicable, special conditions of contract are also laid down to cover specific supplies, services or works.
- 2.3 Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.
- 3. General**
- 3.1 Unless otherwise indicated in the bidding documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable a non-refundable fee for documents may be charged.
- 3.2 With certain exceptions, invitations to bid are only published in the Government Tender Bulletin. The Government Tender Bulletin may be obtained directly from the Government Printer, Private Bag X85, Pretoria 0001, or accessed electronically from www.treasury.gov.za
- 4. Standards**
- 4.1 The goods supplied shall conform to the standards mentioned in the bidding documents and specifications.
- 5. Use of contract documents and information; inspection.**
- 5.1 The supplier shall not, without the purchaser’s prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the supplier in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.
- 5.2 The supplier shall not, without the purchaser’s prior written consent, make use of any document or information mentioned in GCC clause 5.1 except for purposes of performing the contract.
- 5.3 Any document, other than the contract itself mentioned in GCC clause 5.1 shall remain the property of the purchaser and shall be returned (all copies) to the purchaser on completion of the supplier’s performance under the contract if so required by the purchaser.
- 5.4 The supplier shall permit the purchaser to inspect the supplier’s records relating to the performance of the supplier and to have them audited by auditors appointed by the purchaser, if so required by the purchaser.
- 6. Patent rights**
- 6.1 The supplier shall indemnify the purchaser against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.
- 7. Performance**
- 7.1 Within thirty (30) days of receipt of the notification of contract award,

security

the successful bidder shall furnish to the purchaser the performance security of the amount specified in SCC.

- 7.2 The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete his obligations under the contract.
- 7.3 The performance security shall be denominated in the currency of the contract, or in a freely convertible currency acceptable to the purchaser and shall be in one of the following forms:
 - (a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the form provided in the bidding documents or another form acceptable to the purchaser; or
 - (b) a cashier's or certified cheque
- 7.4 The performance security will be discharged by the purchaser and returned to the supplier not later than thirty (30) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified in SCC.

8. Inspections, tests and analyses

- 8.1 All pre-bidding testing will be for the account of the bidder.
- 8.2 If it is a bid condition that supplies to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspection, the premises of the bidder or contractor shall be open, at all reasonable hours, for inspection by a representative of the Department or an organization acting on behalf of the Department.
- 8.3 If there are no inspection requirements indicated in the bidding documents and no mention is made in the contract, but during the contract period it is decided that inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.
- 8.4 If the inspections, tests and analyses referred to in clauses 8.2 and 8.3 show the supplies to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.
- 8.5 Where the supplies or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such supplies or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier.
- 8.6 Supplies and services which are referred to in clauses 8.2 and 8.3 and which do not comply with the contract requirements may be rejected.
- 8.7 Any contract supplies may on or after delivery be inspected, tested or analyzed and may be rejected if found not to comply with the requirements of the contract. Such rejected supplies shall be held at the

cost and risk of the supplier who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with supplies which do comply with the requirements of the contract. Failing such removal the rejected supplies shall be returned at the suppliers cost and risk. Should the supplier fail to provide the substitute supplies forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected supplies, purchase such supplies as may be necessary at the expense of the supplier.

- 8.8 The provisions of clauses 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Clause 23 of GCC.

9. Packing

- 9.1 The supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing, case size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.

- 9.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, if any, specified in SCC, and in any subsequent instructions ordered by the purchaser.

10. Delivery and documents

- 10.1 Delivery of the goods shall be made by the supplier in accordance with the terms specified in the contract. The details of shipping and/or other documents to be furnished by the supplier are specified in SCC.

- 10.2 Documents to be submitted by the supplier are specified in SCC.

11. Insurance

- 11.1 The goods supplied under the contract shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified in the SCC.

12. Transportation

- 12.1 Should a price other than an all-inclusive delivered price be required, this shall be specified in the SCC.

13. Incidental services

- 13.1 The supplier may be required to provide any or all of the following services, including additional services, if any, specified in SCC:

- (a) performance or supervision of on-site assembly and/or commissioning of the supplied goods;
- (b) furnishing of tools required for assembly and/or maintenance of the supplied goods;
- (c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods;
- (d) performance or supervision or maintenance and/or repair of the supplied goods, for a period of time agreed by the parties,

- provided that this service shall not relieve the supplier of any warranty obligations under this contract; and
- (e) training of the purchaser's personnel, at the supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied goods.

13.2 Prices charged by the supplier for incidental services, if not included in the contract price for the goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the supplier for similar services.

14. Spare parts

14.1 As specified in SCC, the supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the supplier:

- (a) such spare parts as the purchaser may elect to purchase from the supplier, provided that this election shall not relieve the supplier of any warranty obligations under the contract; and
- (b) in the event of termination of production of the spare parts:
 - (i) Advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and
 - (ii) following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.

15. Warranty

- 15.1 The supplier warrants that the goods supplied under the contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The supplier further warrants that all goods supplied under this contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the purchaser's specifications) or from any act or omission of the supplier, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.
- 15.2 This warranty shall remain valid for twelve (12) months after the goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise in SCC.
- 15.3 The purchaser shall promptly notify the supplier in writing of any claims arising under this warranty.
- 15.4 Upon receipt of such notice, the supplier shall, within the period specified in SCC and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the purchaser.
- 15.5 If the supplier, having been notified, fails to remedy the defect(s) within the period specified in SCC, the purchaser may proceed to take such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights which the purchaser

may have against the supplier under the contract.

16. Payment

16.1 The method and conditions of payment to be made to the supplier under this contract shall be specified in SCC.

16.2 The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfillment of other obligations stipulated in the contract.

16.3 Payments shall be made promptly by the purchaser, but in no case later than thirty (30) days after submission of an invoice or claim by the supplier.

16.4 Payment will be made in Rand unless otherwise stipulated in SCC.

17. Prices

17.1 Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices quoted by the supplier in his bid, with the exception of any price adjustments authorized in SCC or in the purchaser's request for bid validity extension, as the case may be.

18. Contract amendments

18.1 No variation in or modification of the terms of the contract shall be made except by written amendment signed by the parties concerned.

19. Assignment

19.1 The supplier shall not assign, in whole or in part, its obligations to perform under the contract, except with the purchaser's prior written consent.

20. Subcontracts

20.1 The supplier shall notify the purchaser in writing of all subcontracts awarded under this contracts if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the supplier from any liability or obligation under the contract.

21. Delays in the supplier's performance

21.1 Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by the purchaser in the contract.

21.2 If at any time during performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation and may at his discretion extend the supplier's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.

21.3 No provision in a contract shall be deemed to prohibit the obtaining of supplies or services from a national department, provincial department, or a local authority.

21.4 The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if an emergency arises, the supplier's point of supply is not situated at or near the place where the supplies are required, or the supplier's services are not readily

available.

21.5 Except as provided under GCC Clause 25, a delay by the supplier in the performance of its delivery obligations shall render the supplier liable to the imposition of penalties, pursuant to GCC Clause 22, unless an extension of time is agreed upon pursuant to GCC Clause 21.2 without the application of penalties.

21.6 Upon any delay beyond the delivery period in the case of a supplies contract, the purchaser shall, without canceling the contract, be entitled to purchase supplies of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to return any goods delivered later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and without prejudice to his other rights, be entitled to claim damages from the supplier.

22. Penalties

22.1 Subject to GCC Clause 25, if the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract pursuant to GCC Clause 23.

23. Termination for default

23.1 The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:

- (a) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2;
- (b) if the Supplier fails to perform any other obligation(s) under the contract; or
- (c) if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.

23.2 In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services. However, the supplier shall continue performance of the contract to the extent not terminated.

23.3 Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.

23.4 If a purchaser intends imposing a restriction on a supplier or any person associated with the supplier, the supplier will be allowed a time period of not more than fourteen (14) days to provide reasons why the

envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated fourteen (14) days the purchaser may regard the intended penalty as not objected against and may impose it on the supplier.

23.5 Any restriction imposed on any person by the Accounting Officer / Authority will, at the discretion of the Accounting Officer / Authority, also be applicable to any other enterprise or any partner, manager, director or other person who wholly or partly exercises or exercised or may exercise control over the enterprise of the first-mentioned person, and with which enterprise or person the first-mentioned person, is or was in the opinion of the Accounting Officer / Authority actively associated.

23.6 If a restriction is imposed, the purchaser must, within five (5) working days of such imposition, furnish the National Treasury, with the following information:

- (i) the name and address of the supplier and / or person restricted by the purchaser;
- (ii) the date of commencement of the restriction
- (iii) the period of restriction; and
- (iv) the reasons for the restriction.

These details will be loaded in the National Treasury's central database of suppliers or persons prohibited from doing business with the public sector.

23.7 If a court of law convicts a person of an offence as contemplated in sections 12 or 13 of the Prevention and Combating of Corrupt Activities Act, No. 12 of 2004, the court may also rule that such person's name be endorsed on the Register for Tender Defaulters. When a person's name has been endorsed on the Register, the person will be prohibited from doing business with the public sector for a period not less than five years and not more than 10 years. The National Treasury is empowered to determine the period of restriction and each case will be dealt with on its own merits. According to section 32 of the Act the Register must be open to the public. The Register can be perused on the National Treasury website.

24. Anti-dumping and countervailing duties and rights

24.1 When, after the date of bid, provisional payments are required, or anti-dumping or countervailing duties are imposed, or the amount of a provisional payment or anti-dumping or countervailing right is increased in respect of any dumped or subsidized import, the State is not liable for any amount so required or imposed, or for the amount of any such increase. When, after the said date, such a provisional payment is no longer required or any such anti-dumping or countervailing right is abolished, or where the amount of such provisional payment or any such right is reduced, any such favourable difference shall on demand be paid forthwith by the contractor to the State or the State may deduct such amounts from moneys (if any) which may otherwise be due to the contractor in regard to supplies or services which he delivered or rendered, or is to deliver or render in terms of the contract or any other contract or any other amount which may be due to him

25. Force Majeure

- 25.1 Notwithstanding the provisions of GCC Clauses 22 and 23, the supplier shall not be liable for forfeiture of its performance security, damages, or termination for default if and to the extent that his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.
- 25.2 If a force majeure situation arises, the supplier shall promptly notify the purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

26. Termination for insolvency

- 26.1 The purchaser may at any time terminate the contract by giving written notice to the supplier if the supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the purchaser.

27. Settlement of Disputes

- 27.1 If any dispute or difference of any kind whatsoever arises between the purchaser and the supplier in connection with or arising out of the contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.
- 27.2 If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.
- 27.3 Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.
- 27.4 Mediation proceedings shall be conducted in accordance with the rules of procedure specified in the SCC.
- 27.5 Notwithstanding any reference to mediation and/or court proceedings herein,
- (a) the parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and
 - (b) the purchaser shall pay the supplier any monies due the supplier.

28. Limitation of liability

- 28.1 Except in cases of criminal negligence or willful misconduct, and in the case of infringement pursuant to Clause 6;
- (a) the supplier shall not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier to pay penalties and/or damages to the purchaser; and

	(b) the aggregate liability of the supplier to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.
29. Governing language	29.1 The contract shall be written in English. All correspondence and other documents pertaining to the contract that is exchanged by the parties shall also be written in English.
30. Applicable law	30.1 The contract shall be interpreted in accordance with South African laws, unless otherwise specified in SCC.
31. Notices	31.1 Every written acceptance of a bid shall be posted to the supplier concerned by registered or certified mail and any other notice to him shall be posted by ordinary mail to the address furnished in his bid or to the address notified later by him in writing and such posting shall be deemed to be proper service of such notice 31.2 The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of posting of such notice.
32. Taxes and duties	32.1 A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the purchaser's country. 32.2 A local supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to the purchaser. 32.3 No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid the Department must be in possession of a tax clearance certificate, submitted by the bidder. This certificate must be an original issued by the South African Revenue Services.
33. National Industrial Participation Programme (NIP)	33.1 The NIP Programme administered by the Department of Trade and Industry shall be applicable to all contracts that are subject to the NIP obligation.
34. Prohibition of Restrictive practices	34.1 In terms of section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, an agreement between, or concerted practice by, firms, or a decision by an association of firms, is prohibited if it is between parties in a horizontal relationship and if a bidder (s) is / are or a contractor(s) was / were involved in collusive bidding (or bid rigging). 34.2 If a bidder(s) or contractor(s), based on reasonable grounds or evidence obtained by the purchaser, has / have engaged in the restrictive practice referred to above, the purchaser may refer the matter to the Competition Commission for investigation and possible imposition of administrative penalties as contemplated in the Competition Act No. 89 of 1998.

- 34.3 If a bidder(s) or contractor(s), has / have been found guilty by the Competition Commission of the restrictive practice referred to above, the purchaser may, in addition and without prejudice to any other remedy provided for, invalidate the bid(s) for such item(s) offered, and / or terminate the contract in whole or part, and / or restrict the bidder(s) or contractor(s) from conducting business with the public sector for a period not exceeding ten (10) years and / or claim damages from the bidder(s) or contractor(s) concerned.

**PART A
INVITATION TO BID**

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (RURAL DEVELOPMENT AND LAND REFORM)									
BID NUMBER:	5/2/2/1- DALRRD 0040 (2022/2023)			CLOSING DATE:	15 DECEMBER 2022		CLOSING TIME:	11:00	
DESCRIPTION	APPOINTMENT OF A PROJECT MANAGEMENT TEAM TO UNDERTAKE THE PROCESS OF FINALISING AND TRANSFERRING THE 20 REMAINING TRANCRAA AREAS IN TERMS OF THE TRANSFORMATION OF CERTAIN RURAL AREAS ACT NO. 94 OF 1998, AS AMENDED, IN THE WESTERN CAPE, NORTHERN CAPE AND FREE STATE FOR A PERIOD OF TWO YEARS.								
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)									
DEPARTMENT OF AGRICULTURE, LAND REFORM AND RURAL DEVELOPMENT									
184 JEFF MASEMOLA STREET									
PRETORIA									
0001									
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO					TECHNICAL ENQUIRIES MAY BE DIRECTED TO:				
CONTACT PERSON	Mr. Abie Olyn/Ms T Mlambo/C Mahlase				CONTACT PERSON	Ms Queen Filani / Mr J Sebape			
TELEPHONE NUMBER	012 312 9518/8343/9786/8343				TELEPHONE NUMBER	012 312 9032 / 012 312 8214			
FACSIMILE NUMBER					FACSIMILE NUMBER				
E-MAIL ADDRESS	cliffordm@dalrrd.gov.za / abie.olyn@dalrrd.gov.za / tshepo.mlambo@dalrrd.gov.za				E-MAIL ADDRESS	Queen.Finani@dalrrd.gov.za / JSebape@dalrrd.gov.za			
SUPPLIER INFORMATION									
NAME OF BIDDER									
POSTAL ADDRESS									
STREET ADDRESS									
TELEPHONE NUMBER	CODE				NUMBER				
CELLPHONE NUMBER									
FACSIMILE NUMBER	CODE				NUMBER				
E-MAIL ADDRESS									
VAT REGISTRATION NUMBER									
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:				OR	CENTRAL SUPPLIER DATABASE No:	MAAA		
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] ☐ Yes ☐ No				B-BBEE STATUS LEVEL SWORN AFFIDAVIT		[TICK APPLICABLE BOX] ☐ Yes ☐ No		
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]									
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES ENCLOSE PROOF]				ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?		☐ Yes ☐ No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]		
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS									

PART B TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION. 1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED--(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT. 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT. 1.4. THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).
2. TAX COMPLIANCE REQUIREMENTS
2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS. 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS. 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA. 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID. 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER. 2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED. 2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:
(Proof of authority must be submitted e.g. company resolution)

DATE:

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder's declaration

- 2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state? **YES/NO**

- 2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

- 2.2 Do you, or any person connected with the bidder, have a relationship

¹ the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

.....

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

2.3.1 If so, furnish particulars:

.....

3 DECLARATION

I, _____ the _____ undersigned,
 (name)..... in
 submitting the accompanying bid, do hereby make the following
 statements that I certify to be true and complete in every respect:

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring

² Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

- 3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....	
Signature	Date
.....	
Position	Name of bidder

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017.

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to all bids:

- 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

a) The value of this bid is estimated to **exceed / not exceed** R50 000 000 (all applicable taxes included) and therefore the **80/20** preference point system shall be applicable; or

b) Either the 80/20 /90/10 preference point system will be applicable to this tender
Points for this bid shall be awarded for:

(a) Price; and

(b) B-BBEE Status Level of Contributor.

1.3 The maximum points for this bid are allocated as follows:

	POINTS
PRICE	80
B-BBEE STATUS LEVEL OF CONTRIBUTOR	20
Total points for Price and B-BBEE must not exceed	100

1.4 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

1.5 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

2. DEFINITIONS

(a) **“B-BBEE”** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;

$$P_s = 80 \left(1 + \frac{P_t - P_{max}}{P_{max}} \right) \text{ or } P_s = 90 \left(1 + \frac{P_t - P_{max}}{P_{max}} \right)$$

Where

- P_s = Points scored for price of bid under consideration
 P_t = Price of bid under consideration
 P_{max} = Price of highest acceptable bid

5. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR

- 5.1 In terms of Regulation 6 (2) and 7 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (90/10 system)	Number of points (80/20 system)
1	10	20
2	9	18
3	6	14
4	5	12
5	4	8
6	3	6
7	2	4
8	1	2
Non-compliant contributor	0	0

6. BID DECLARATION

- 6.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

7. B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1

- 7.1 B-BBEE Status Level of Contributor: . =(maximum of 10 or 20 points)

(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.

8. SUB-CONTRACTING

- 8.1 Will any portion of the contract be sub-contracted?

(Tick applicable box)

YES	☐	NO	☐
-----	--------------------------	----	--------------------------

- 8.1.1 If yes, indicate:

i) What percentage of the contract will be

- subcontracted.....%
- ii) The name of the sub-contractor.....
- iii) The B-BBEE status level of the sub-contractor.....
- iv) Whether the sub-contractor is an EME or QSE
(Tick applicable box)

YES		NO	
-----	--	----	--
- v) Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations, 2017:

Designated Group: An EME or QSE which is at least 51% owned by:	EME √	QSE √
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
OR		
Any EME		
Any QSE		

9. DECLARATION WITH REGARD TO COMPANY/FIRM

9.1 Name of company/firm:.....

9.2 VAT registration number:.....

9.3 Company registration number:.....

9.4 TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
☐ One person business/sole propriety
☐ Close corporation
☐ Company
☐ (Pty) Limited
 [TICK APPLICABLE BOX]

9.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....

.....

.....

.....

9.6 COMPANY CLASSIFICATION

- ☐ Manufacturer
☐ Supplier
☐ Professional service provider
☐ Other service providers, e.g. transporter, etc.

[TICK APPLICABLE BOX]

9.7 Total number of years the company/firm has been in business:.....

9.8 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- iv) If the B-BBEE status level of contributor has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
 - (a) disqualify the person from the bidding process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution.

WITNESSES

1.

2.

.....
SIGNATURE(S) OF BIDDERS(S)

DATE:

ADDRESS

.....

.....



agriculture, land reform & rural development

Department:
Agriculture, Land Reform and Rural Development
REPUBLIC OF SOUTH AFRICA

Chief Directorate: Land Tenure Reform, Private Bag X833, PRETORIA, 0001, Tel: (012) 312 8215, Fax: (012) 324 9096, Web: www.ruraldevelopment.gov.za

TERMS OF REFERENCE FOR A PROJECT MANAGEMENT TEAM TO UNDERTAKE THE PROCESS OF FINALISING AND TRANSFERRING THE 20 REMAINING TRANCRAA AREAS IN TERMS OF THE TRANSFORMATION OF CERTAIN RURAL AREAS ACT NO. 94 OF 1998, AS AMENDED, IN THE WESTERN CAPE, NORTHERN CAPE AND FREE STATE FOR A PERIOD OF TWO YEARS.

1. PURPOSE OF THE PROJECT

- 1.1 The Department of Agriculture, Land Reform and Rural Development (DALRRD) seeks to appoint a project management team of suitably qualified and experienced team to provide much needed capacity in the three provinces to finalize all outstanding activities and processes of transferring the remaining 20 TRANCRAA Areas in terms of this Act.
- 1.2 To obtain dedicated capacity to be allocated based on the number of outstanding areas in each of the three provinces to simultaneously attend to all outstanding activities for the duration of the project.

2. BACKGROUND AND PROBLEM STATEMENT

- 2.1 The Transformation of Certain Rural Areas Act No. 94 of 1998 provides for the transfer of certain land to municipalities and certain other legal entities; the removal of restrictions on the alienation of land; matters with regard to minerals; the repeal of the Rural Areas Act, 1987, and related laws. The repeal, though provided for, will come into effect on a date determined by the President by proclamation on an area by area basis.
- 2.2 The Act distinguishes between land situated in a township and land situated outside a township (defined as the remainder) in the 23 rural areas. The Act places an obligation on the Minister to transfer the remainder of the land to a legal entity chosen by the community through a referendum.
- 2.3 The implementation of the Act requires collaboration of the Department of Agriculture, Land Reform and Rural Development (DALRRD), Provincial Government, Local Government and the Communities concerned. The Provincial Government exercises

powers emanating from Proclamation 154 of 1994 which assigned the administration of the Rural Areas Act to the Premiers of the Provinces where the 23 rural areas are located. Provincial Governments have interpreted to Proclamation to mean that, despite the Act, they have some powers to deal with land in the remainder using the provisions of the Rural Areas Act.

- 2.4 TRANCRAA is applicable to 23 rural areas in four provinces in South Africa, classified as coloured reserves, where certain land is held in trust for the respective communities. These are the so called “coloured rural areas” where the land is held on a communal basis by the residents in that area. The four provinces are, namely; the Western Cape (12 areas), Northern Cape (8 areas), Eastern Cape (1 area) and the Free State (2 areas). Two areas have to date been transferred, one in the Western Cape, one in the Free State, and the Eastern Cape one is at final stages of conveyancing. Therefore, the focus of this project will be in the Western Cape, the Northern Cape and the Free State.
- 2.5 Presently, some of the land in the remainder vest with the Minister of DALRRD and some vest with Municipalities or Provincial Government.
- 2.6 The slow pace of transferring all the areas has led the Department to embark on this process of securing additional capacity through the appointment of a project management team to accelerate the transfer of these 20 TRANCRAA areas within two years from the date of appointment.

3. PROJECT SCOPE

- 3.1 The Project Management Team must within the timeframe of 24 months execute all outstanding activities and transfer the remaining 20 TRANCRAA areas by completing the phases required for transfer;
 - **Phase 1: Preparation for Transformation:** The service provider will be expected to identify and engage various stakeholders for the transformation process. This may require the establishment of different structures to assist with specific issues during the process. The Local Municipality in the area must also be made aware of their obligations and participation in the process leading to transfer of this areas in terms of Trancraa. A Land Development Forum and a Transformation Committee must be established at community level and these must be representatives all the relevant stakeholders including the local municipality,
 - DALRRD and relevant provincial government representatives. The service provider if a Transformation Committee is already present will work with it and if established but dormant it must be revived. But there is none established them the service provider must establish one. One the referendum process has been completed and department has been made aware of the decision of the residents then the service provider must

establish the chosen legal entity with the community and have it registered with the mandated authority.

- **Phase 2 : Land Rights Enquiry:** The service provider must conduct a land rights enquiry in order to determine the different land rights, the extent and nature of these rights and land rights holders in relation to the land to be transferred in terms of section 3 of Trancraa. The objective of this phase is to establish a land use, land tenure plan, and to identify the residents as defined in Trancraa as well as to establish a list all residents who will participate in the decision-making processes leading to transfer each of these areas. The residents list will also be used to establish a voter's roll to be used during the referendum for choosing the legal entity to be registered as the land holding body for the land to be transferred.
- **Phase 3: Land-use Planning:** The service provider will be expected engage the local government and assess the current land use and development plans (residential, agricultural, etc.) on the land to be transferred. The objective of this phase is to facilitate a process to determine current land use, development projects and to prioritize land use needs of the respective affected communities in the Trancraa areas. The land use report must also include a land use map.
- **Phase 4: Tenure Management Planning:** The service provider will be expected to develop a tenure management plan that sets out various options through which the land can be used and managed. It represents a range of different tenure and land management and administration options. Once the land-use plan has been compiled, the team or service provider will engage the transformation committee to explore different options for the way in which the land is to be held and managed, for the approval of the community.
- **Phase 5: Land-holding Entity Formation:** The service provider is expected to workshop the community on the different land holding option available in South Africa and facilitate a process where in the community/ resident will make their decision on the choice of legal entity they want. and working with the community will decide on the type of legal entity to which the land will be transferred. A final report will then be submitted to the Department for consideration by the Minister as part of the request for transfer of the land to the selected entity.
- **Phase 6: Transfer of the 20 remaining TRANCRAA areas:** The service provider will be expected to work with the Department, the state attorney and other relevant stakeholders to facilitate the transfer of these areas to the legal entities established by the residents. Further the service provider must train the newly elected executive committee members on the provisions of Trancraa, the legal entity constitution, administration and governance of the land to be transferred to the legal entity they represent.

3. PROJECT DELIVERABLES

The appointed service provider will be required to perform the following to the department including a report on on-going consultation processes with relevant stakeholders throughout the lifecycle of the project.

Phase	Task	Deliverable	Timeframe
Phase 1 Preparation for Transformation	Identification of relevant stakeholders	List of Stakeholders	5 months
		List of democratically elected Committee members	
	Establish the Transformation Committee.	Adopted residence list	
	Develop the Residents List in terms of the Act	Voter's Roll, and Ballot Papers	
	Compile a Voter's roll based on the residence list	Manual on different landholding entities presented to the community	
	Conduct workshop on landholding entities in South Africa	Attendance register and a workshop report	
	Facilitate the referendum	Report on the decision of the Residents on their choice of	

		landholding entity.	
	Present and submit the monthly progress report for acceptance by Director: Tenure Reform for processing of invoices	Final report	
Phase 2 Land Rights Enquiry	Determination of the different land rights, the extent and nature of these land rights and the land rightsholders in relation to the land to be transfer.	Land Rights Enquiry Report (Who has what right on that particular land-Registered and Unregistered)	3 months
	Present the report to the transformation committee and any other relevant stakeholder	Adopted report by the transformation committee	
	Present and submit the monthly progress report for acceptance by Director: Tenure Reform for processing of invoices	Final report	
Phase 3 Tenure Management Planning	Develop a policy plan for the allocation and management of current, future tenure rights, and resolution of disputes	Tenure Management Policy Plan	5 months
	Consultation on the policy plan with the municipality, provincial government and the transformation committee	Consultation plan and outcomes	
	Present and submit the monthly progress report for acceptance by Director: Tenure Reform and for processing of invoices	Final report	
Phase 4 Land-holding Entity Formation	Facilitate and establish the landholding entity based on report on the decision of the Residents on their choice of landholding entity.	Registration Certificate	3 months
	Present and submit the monthly progress report for acceptance by Director: Tenure Reform and for processing of invoices	Final report	

Phase 5 Transfer of the 20 remaining TRANCRAA areas	Facilitate the survey and subdivision of the land to be transferred	subdivision Diagram	7 months												
	Facilitate meetings with municipalities that are registered owners of some of the land parcels in some of the municipalities such as:	A council resolution on the transfer of land to either the minister or entity chosen by the community.													
	<table><tr><td>Western Cape:</td><td>Trancraa area</td></tr><tr><td>Bitou</td><td>Kranshoek</td></tr><tr><td>George</td><td>Haarlem</td></tr><tr><td>Hessequa</td><td>Slangrivier</td></tr><tr><td>Stellenbosch</td><td>Pniel</td></tr><tr><td>Swellendam</td><td>Suurbraak</td></tr></table>			Western Cape:	Trancraa area	Bitou	Kranshoek	George	Haarlem	Hessequa	Slangrivier	Stellenbosch	Pniel	Swellendam	Suurbraak
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	<table><tr><td>Northern Cape</td><td>Trancraa area</td></tr><tr><td>Dawid Kruiper</td><td>Eksteenskuil and Mier</td></tr><tr><td>Khai Ma</td><td>Pella</td></tr><tr><td>Kamiesberg</td><td>Lieliefontein</td></tr><tr><td>Kai Garib</td><td>Eksteenskuil</td></tr><tr><td>Richtersveld</td><td>Richtersveld</td></tr><tr><td>Nama Khoi</td><td>Steinkopf; Concordia and Kommaggas</td></tr></table>			Northern Cape	Trancraa area	Dawid Kruiper	Eksteenskuil and Mier	Khai Ma	Pella	Kamiesberg	Lieliefontein	Kai Garib	Eksteenskuil	Richtersveld	Richtersveld
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<table><tr><td>Free State</td><td>Trancraa area</td></tr><tr><td>Mantsopa</td><td>Thaba Pacho</td></tr></table>	Free State	Trancraa area	Mantsopa	Thaba Pacho											
Free State	Trancraa area														
Mantsopa	Thaba Pacho														
Facilitate transfer of the land to the chosen legal entities and removal of restrictions in terms of section 5 of Trancraa Act where applicable	Title Deed for the transferred land														
Present and submit the monthly progress report for acceptance by Director: Tenure Reform and for processing of invoices	Final report														
Phase 6 Repeal of Act	Identify areas that have been transferred to legal entities in terms of Trancraa	Motivational Report for the repeal	1 months												

9 of 1987 and Proclamation 154 of 1994	Present and submit final and close out report to Director: Tenure Reform	Final report	
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LIST OF TRANCRAA AREA AND THEIR PHASES.

Provinces	Trancraa area	Phase as per the TOR
Free State	Thaba Patchoa	Phase 1
Western Cape	Rietpoort	Phase 1 – Preparation of Transformation Phase 2 –6
Western Cape	Ebenhaeser	Phase 1 – Preparation of Transformation Phase 2, 3 and 5 –6
Western Cape	Genadendal	Phase 1 – Preparation of Transformation Phase 2 –6
Western Cape	Suurbraak	Phase 2 – Land Rights Enquiry; Phase 3 – Tenure Management Planning Phase 5 –6
Western Cape	Saron	Phase 2 – Land Rights Enquiry; Phase 3 – Tenure Management Planning Phase 5 –6
Western Cape	Pniel	Phase 2 – Land Rights Enquiry; Phase 3 – Tenure Management Planning Phase 5 –6
Western Cape	Friemersheim	Phase 2 – Land Rights Enquiry; Phase 3 – Tenure Management Planning Phase 5 –6
Western Cape	Haarlem	Phase 2 – Land Rights Enquiry; Phase 3 – Tenure Management Planning Phase 5 –6
Western Cape	Kranshoek	Phase 2 – Land Rights Enquiry; Phase 3 – Tenure Management Planning Phase 5 –6
Western Cape	Zoar	Phase 2 – Land Rights Enquiry; Phase 3 – Tenure Management Planning

		Phase 6
Western Cape	Slangrivier	Phase 2 – Land Rights Enquiry; Phase 3 – Tenure Management Planning Phase 5 –6
Northern cape	Kommaggas Mier	Phase 1
Northern cape	Concordia Kommaggas Lieliefontein Mier Steinkopf Richtersveld Pella	Phase 2
Northern cape	Concordia Richtersveld Kommaggas Lieliefontein Pella Mier Steinkopf	Phase 3
Northern cape	Kommaggas Mier	Phase 4
Northern cape	Lieliefontein Steinkopf Mier Pella Richtersveld Concordia Eksteenskuil Concordia	Phase 5
Northern cape	Lieliefontein Steinkopf Kommaggas Pella Mier Eksteenskuil	Phase 6

	Richtersveld Concordia	
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4. PROJECT MANAGEMENT

- 4.1 The Director Tenure Implementation in each of the affected Provincial Offices of the Department is the overall manager of the project/s as assigned to the service provider.
- 4.2 The Service Provider must provide dedicated capacity to be allocated based on the number of outstanding areas in each of the three provinces to simultaneously attend to all outstanding activities for the duration of the project.
- 4.3 Review meetings are compulsory and are intended to assess the performance of the service provider , which may lead to the cancellation of the contract should the service provider not deliver on the expected outcomes in line with the times frames as stated in the terms of references.
- 4.4 The service provider is expected to present progress reports and invoices to the project manager (designated departmental official) monthly and to attend meetings as and when required.
- 4.5 Should the service provider fail to adhere to timeframes of the Terms of References, the department will reserve a penalty fee of 10%.
- 4.6 The composition of the project management team to be utilized in the execution of this project consists of:
 - Project Manager with NQF Level 7 qualification in project management
 - Registered Professional Land Surveyors, Town Planners, Conveyancers and,
 - People with expertise and competencies in Report Writing, Communication, Community facilitation, negotiation and mediation services, Legal entity establishment and, all together they must individually have 5 years' experience in one the filed.
 - At least one person with a minimum of with 5 years' experience in interpretation and implementation of land reform statutes.

NB: The Project Management Team is expected to be fluent in at least two (2) of the official languages (including Afrikaans) of the selected three provinces. The Department will not incur any costs for interpretation/ translation services. All Documentations to be written in both Afrikaans and English.

5. APPLICABLE LEGAL PROVISIONS

5.1 The service provider is expected to execute his or her duties in order to meet the objectives the Transformation of Certain Rural Areas Act No. 94 of 1998 (the Act). This will be done as per the milestones set out in the terms of reference and the Service Level agreement.

6. TIMEFRAMES

6.1 The duration of engagement will commence after the appointment letter has been issued and accepted and will run for a period of two years as determined by the scope of work to be agreed upon in the Service Level Agreement and the Terms of Reference.

7. MANDATORY REQUIREMENTS

NB: The Project Management Failure to submit / attach the following requirements with the proposal will disqualify the bidder's proposal (The bid would not be considered further).

7.1 A fully completed pricing schedule on the prescribed template must be submitted. (i.e. SBD 3 – pricing schedule) **(NB: NO OTHER PRICING TEMPLATE WILL BE ACCEPTED SBD3.3)**

7.2 Team member responsible for surveying must be a professional Land Surveyors registered with South African Geomatics Council, Attach a valid certificate of registration. **(Certificate must be valid for the duration of the project)**

7.3 Team members responsible for Planning must be professionals registered with a valid South African Cousin for Planners (SACPLAN) Attach a valid certificate of registration. **(Certificate must be valid for the duration of the project)**

7.4 Team members responsible for Conveyancing must be registered with Legal Practice Council and, Attach a valid certificate of registration. **(Certificate must be valid for the duration of the project).**

7.5 Attend a compulsory briefing session, Failure to attend will lead to disqualification

8. EVALUATION CRITERIA

This bid will be evaluated on functionality and price as stipulated below.

8.1 Evaluation of Functionality and Price

The evaluation of the functionality will be done individually by Members of Bid Evaluation Committee in accordance with the below functionality, criteria and values. The applicable values that will be utilized when scoring each criteria ranges from **1 being poor, 2 being average, 3 being good, 4 being very good and 5 being excellent.**

CRITERIA	GUIDELINES FOR CRITERIA APPLICATION	WEIGHTS
ABILITY & CAPABILITY (Proof of experience must be clearly and distinctly indicated)	The team leader must have a minimum of 5 years' experience in Land Reform with NQF level 7 qualification in Project Management (Attach copy of a qualification and CV's clearly indicating profile of the previous work experience with detailed skills or experience in the interpretation of the land tenure laws especially TRANCRAA) - A team leader with more than 1 year but less than 3 years' experience and NQF Level 7 Qualification in the field indicated above. - Poor (score 1) - A company with more than 3 years but less than 5 years' experience and NQF Level 7 Qualification in the field indicated above. - Average (score 2) - A company with 5 years' experience and NQF Level 7 Qualification in the field indicated above. - Good (score 3) - A company with more than 5 years but less than 7 years' experience and NQF Level 7 Qualification in the field indicated above. - Very Good (score 4) - A company with more than 7 years' experience and NQF Level 7 Qualification in the field indicated above. - Excellent (score 5)	30
Composition of team members	Composition of the project management team to be utilized in the execution of this project consists of People with expertise and competencies, the team altogether must have 5 years' experience in the following: - Report Writing, - Communication, - Community Facilitation,	20

	IV. legal entity establishment, V. Mediation Services VI. Negotiation Services (Attach CV's clearly indicating a detailed profile of their previous work experience. • The team has Attach cv with less than 3 years' experience in the mentioned field -Poor (score 1) • The team has Attached cv with 3 to less than 5 years experience in one mentioned field -Average (score 2) • The team has Attached cv with 5 years' experience in the mentioned fields - Good (score 3) • The team has Attached cv with more than 5 years' but less than 6 years' experience in the mentioned field-Very Good (score 4) • The team has Attached cv with more than 6 years' experience in the mentioned fields more than 6 years' experience in the filed mentioned (Attached certificate and cv. ---Excellent (score 5)	
	Composition of the project management team to be utilized in the execution of this project consists of Registered Professional Land Surveyors, Town Planners, Conveyancers and (Attach valid Certificate and Curriculum Vitae for each profession) • Attached certificates and Curriculum Vitae less than 3 years' experience in the mentioned field -Poor (score 1) • Attached certificates and Curriculum Vitae with 3 to less than 5 more than 6 years' experience in the mentioned fields -Average (score 2) • Attached certificates and Curriculum Vitae with more than 5 years' experience in the mentioned Fields -Good (score 3) • Attached certificates and Curriculum Vitae with more than 6 years' experience in the mentioned Fields-Very Good (score 4) • Attached certificated and Curriculum Vitae for all team members -Excellent (score 5)	10
	A team with a minimum of with 5 years' experience in interpretation and implementation of land reform statutes. Experience and knowledge of TRANCRAA and implementation of land reform Projects will add as advantage (Attach copies of certificate and CV's clearly indicating a detailed profile of their previous work experience. NB: Team members shall be different from those already considered under the second criteria. • Team without 5 years' experience and knowledge of TRANCRAA and interpretation and implementation of land reform statutes. - Poor (score 1) • Team with less than 5 years' experience in interpretation and	10

	<i>implementation of land reform statutes. - Average (score 2)</i> <i>Team with 5 years' experience in interpretation and implementation of land reform statutes. - Good (score 3)</i> <i>Team with 6 years' experience in interpretation and implementation of land reform statutes. - Very Good (score 4)</i> <i>Team with more than 6 years' experience in interpretation and implementation of land reform statutes and additional Experience and knowledge of TRANCRAA and implementation of land reform Projects - Excellent (score 5)</i>	
METHODOLOGY AND PROJECT MANAGEMENT	Broad proposed methodologies in line with the scope of work take into consideration the responsive time outlined in Para: 3 above. A detailed project plan which must include, but not limited to the activities, resources, hours, timeframes, deliverables and due dates, with projections for the duration of the project, the number of hours anticipated for the project, the costs per hour, divided according to the six phases contained herein in the terms of reference and the service level agreement. <i>Methodology and proposed Project Plan do not outline the requirements as specified in the ToR – Poor (score 1)</i> <i>Methodology and proposed Project Plan inadequately and poorly address requirements in the ToR – Average (score 2)</i> <i>Methodology and proposed Project Plan adequately address most of the requirements in the ToR – Good (score 3)</i> <i>Methodology and proposed Project Plan adequately specified all requirements in the ToR and is acceptable for implementation - Very Good (score 4)</i> <i>Methodology and proposed Project Plan exceptionally specify the manner in which the project will be delivered and indicate additional value adds– Excellent (score 5)</i>	30
TOTAL POINTS ON FUNCTIONALITY and PRICE		100

The Bids shall be 80/20 for functionality and 20 for price and that bids that fail to achieve a minimum of **60** points out of 80 points for functionality will be disqualified.

8.2 SECOND STAGE-EVALUATION IN TERMS OF 80/20 PREFERENCE POINTS SYSTEM

Only bids that achieve the minimum qualifying score for second stage evaluation will be evaluated further in accordance with the 80/20 preference points system.

8.3 Calculation of points for price

The PPPFA prescribes that the lowest acceptable bid will score 80 points for price. Service providers that quoted higher prices will score lower points for price on a pro-rata basis.

8.4 Calculation of points for B-BBEE status level of contribution

Points will be awarded to a service provider for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of Points (80/20 system)
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

- 8.4.1 In order to claim B-BBEE points in accordance with the above table of B-BBEE Status Level of Contributor, service providers must submit proof of their B-BBEE Status Level Verification Certificate.
- 8.4.2 Service providers who do not submit B-BBEE Status level verification certificates or are non-compliant contributors to B-BBEE, do not qualify for preference points for B-BBEE, but will not be disqualified from the bidding process.
- 8.4.3 A consortium or joint venture (including unincorporated consortia and joint ventures) must submit a consolidated B-BBEE Status Level Verification Certificate for every separate bid.
- 8.4.4 A bid may not be qualified by a service provider's own conditions. Failure to withdraw, waive and/or renounce these own bid conditions, when called upon to do so, will invalidate the bid.

10. TERMS AND CONDITIONS

- 10.1 Awarding of the bid will be subject to the Service Provider's acceptance of the Department Terms and Conditions.
- 10.2 The appointed Service Provider will enter into a service level agreement with the Department, prior to commencement of the contract.

- 10.3 The Department reserves the right to terminate the contract if any of the requirements as set out in the Terms of Reference and the Service Level Agreement are not met.
- 10.4 This proposal is not an offer to purchase any services or materials, and the Department will not incur or be liable for any costs associated with the preparation of this proposal.
- 10.5 This request for proposal has been prepared by Department and is being furnished to those potential Suppliers who might prepare a proposal to address the business requirements. The information contained in this request for proposal, has been prepared to guide interested parties in making their own evaluation, and does not purport to contain all the information that a Supplier may require. While every attempt will be made to provide thorough, accurate information, Department shall have no liability for any inaccuracies that may be contained in request for proposal, or any accidental omissions from this request for proposal. Nothing contained in this request for proposal can be relied upon as a commitment, guarantee or representation regarding further events or performance.
- 10.6 Apart from any special conditions stipulated herein, the conditions of the General Conditions of Contract (GCC) shall apply.

11. PUBLICATION

- Departmental Website
- e-tender portal.
- Advert period: 21 days.

12. COMPULSORY BRIEFING SESSION

- There will be compulsory briefing session.

13. CONTACT PERSONS FOR TECHNICAL ENQUIRIES

- All enquiries related to this bid / call must be forwarded to:

Ms Queen Filani

Telephone: 012 312 9032

Email: Queen.Finani@dalrrd.gov.za

Mr J Sebape

Telephone: 012 312 8214

Email: JSebape@dalrrd.gov.za

14. CONTACT PERSONS FOR BID ENQUIRIES

Name of SCM person: Mr A Olyn
Tel: 012 312 9518
Email: Abie.Olyn@dalrrd.gov.za

5/2/2/1- DALRRD 0040(2022/2023)

APPOINTMENT OF A PROJECT MANAGEMENT TEAM TO UNDERTAKE THE PROCESS OF FINALISING AND TRANSFERRING THE 20 REMAINING TRANCRAA AREAS IN TERMS OF THE TRANSFORMATION OF CERTAIN RURAL AREAS ACT NO. 94 OF 1998, AS AMENDED, IN THE WESTERN CAPE, NORTHERN CAPE AND FREE STATE FOR A PERIOD OF TWO YEARS.

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CLOSING DATE: 15 DECEMBER 2022

NB: A COMPULSORY BRIEFING SESSION WILL BE ON 30 NOVEMBER 2022.
VENUE: DEPARTMENT OF AGRICULTURE, LAND REFORM AND RURAL
DEVELOPMENT. BOARDROOM 100E
OLD BUILDING, 184 JEFF MASEMOLA STREET
PRETORIA
TIME: 10:00

TECHNICAL ENQUIRIES	: Ms Queen Filani / Mr J Sebape
TEL	: 012 312 9032 / <u>012 312 8214</u>
EMAIL	: <u>Queen.Finani@dalrrd.gov.za</u> / <u>JSebape@dalrrd.gov.za</u>
BID RELATED ENQUIRIES	: Mr. Abie Olyn/ Ms Tshep Mlambo/Mr Clifford Mahlase
TEL	: (012) 312 9518/9786/9734/8343
EMAIL:	<u>abie.olin@dalrrd.gov.za</u> / <u>cliffordm@dalrrd.gov.za</u> <u>/tshepo.mlambo@dalrrd.gov.za/</u>

NB: IN A CASE WHERE THE DEPARTMENT IS CLOSED DUE TO COVID-19, THE SECURITY AT THE GATE WILL OPEN FOR THE DOCUMENT TO BE DEPOSITED IN THE TENDER BOX.

FINANCIAL PROPOSAL – PART 2 OF 2

DALRRD 0040 (2022-2023)

PRICING SCHEDULE FOR THE APPOINTMENT OF A PROJECT MANAGEMENT TEAM TO UNDERTAKE THE PROCESS OF FINALISING AND TRANSFERRING THE 20 REMAINING TRANCRAA AREAS IN TERMS OF THE TRANSFORMATION OF CERTAIN RURAL AREAS ACT NO. 94 OF 1998, AS AMENDED, IN THE WESTERN CAPE, NORTHERN CAPE AND FREE STATE FOR A PERIOD OF TWO YEARS.

▪
(Professional Services)

NAME OF BIDDER: BID NO.: DALRRD -0040 (2022-2023)

CLOSING TIME: 11:00 ON THE 15 DECEMBER 2022

OFFER TO BE VALID FOR 90 DAYS FROM THE CLOSING DATE OF BID.

ITEM NO	DESCRIPTION	BID PRICE IN RSA CURRENCY INCLUSIVE OF <u>VALUE ADDED TAX</u>
1.	The accompanying information must be used for the formulation of proposals.	
2.	Bidders are required to indicate rates based on the total Estimated cost for all the activities and including expenses inclusive of VAT for the project.	
3.	Bid offer must remain valid for the period of 90 days after the closing date.	
4.	Pricing must be fixed for the duration of the project	

5. TOTAL BID PRICE

R.....

Phase	Task	Deliverable	Timeframe	Total Cost (Excluding Vat)
Phase 1 Preparation for Transformation	Identification of relevant stakeholders	List of Stakeholders	5 months	R.....
		List of democratically elected Committee members		R.....
	Establish the Transformation Committee.	Adopted residence list		R.....
	Develop the Residents List in terms of the Act	Voter's Roll, and Ballot Papers		R.....
	Compile a Voter's roll based on the residence list	Manual on different landholding entities presented to the community		R.....
	Conduct workshop on landholding entities in South Africa	Attendance register and a workshop report		
	Facilitate the referendum	Report on the decision of the Residents on their choice of landholding entity.		R.....

	Present and submit the monthly progress report for acceptance by Director: Tenure Reform for processing of invoices	Final report		R.....
Phase 2 Land Rights Enquiry	Determination of the different land rights, the extent and nature of these land rights and the land rightsholders in relation to the land to be transfer.	Land Rights Enquiry Report (Who has what right on that particular land- Registered and Unregistered)	3 months	R.....
	Present the report to the transformation committee and any other relevant stakeholder	Adopted report by the transformation committee		R.....
	Present and submit the monthly progress report for acceptance by Director: Tenure Reform for processing of invoices	Final report		R.....
Phase 3 Tenure Management Planning	Develop a policy plan for the allocation and management of current, future tenure rights, and resolution of disputes	Tenure Management Policy Plan	5 months	R.....
	Consultation on the policy plan with the municipality, provincial government and the transformation committee	Consultation plan and outcomes		R.....
	Present and submit the monthly progress report for acceptance by Director: Tenure Reform and for processing of invoices	Final report		
Phase 4 Land-holding Entity Formation	Facilitate and establish the landholding entity based on report on the decision of the Residents on their choice of landholding entity.	Registration Certificate	3 months	R.....
	Present and submit the monthly progress report for acceptance by Director: Tenure Reform and for processing of invoices	Final report		R.....

Phase 5 Transfer of the 20 remaining TRANCRAA areas	Facilitate the survey and subdivision of the land to be transferred	subdivision Diagram	7 months	R.....												
	Facilitate meetings with municipalities that are registered owners of some of the land parcels in some of the municipalities such as:	A council resolution on the transfer of land to either the minister or entity chosen by the community.		R.....												
	<table><tr><td>Western Cape: Municipality</td><td>Trancraa area</td></tr><tr><td>Bitou</td><td>Kranshoek</td></tr><tr><td>George</td><td>Haarlem</td></tr><tr><td>Hessequa</td><td>Slangrivier</td></tr><tr><td>Stellenbosch</td><td>Pniel</td></tr><tr><td>Swellendam</td><td>Suurbraak</td></tr></table>			Western Cape: Municipality	Trancraa area	Bitou	Kranshoek	George	Haarlem	Hessequa	Slangrivier	Stellenbosch	Pniel	Swellendam	Suurbraak	
	Western Cape: Municipality			Trancraa area												
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Hessequa	Slangrivier															
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Swellendam	Suurbraak															
<table><tr><td>Northern Cape Municipality</td><td>Trancraa area</td></tr><tr><td>Dawid Kruiper</td><td>Eksteenskuil and Mier</td></tr><tr><td>Khai Ma</td><td>Pella</td></tr><tr><td>Kamiesberg</td><td>Lieliefontein</td></tr><tr><td>Kai Garib</td><td>Eksteenskuil</td></tr><tr><td>Richtersveld</td><td>Richtersveld</td></tr><tr><td>Nama Khoi</td><td>Steinkopf; Concordia and Kommaggas</td></tr></table>	Northern Cape Municipality	Trancraa area	Dawid Kruiper	Eksteenskuil and Mier	Khai Ma	Pella	Kamiesberg	Lieliefontein	Kai Garib	Eksteenskuil	Richtersveld	Richtersveld	Nama Khoi	Steinkopf; Concordia and Kommaggas		
Northern Cape Municipality	Trancraa area															
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Free State Municipality	Trancraa area															
Mantsopa	Thaba Pachoa															

	Facilitate transfer of the land to the chosen legal entities and removal of restrictions in terms of section 5 of Trancraa Act where applicable	Title Deed for the transferred land		R.....
	Present and submit the monthly progress report for acceptance by Director: Tenure Reform and for processing of invoices	Final report		R.....
Phase 6 Repeal of Act 9 of 1987 and Proclamation 154 of 1994	Identify areas that have been transferred to legal entities in terms of Trancraa	Motivational Report for the repeal	1 months	R.....
	Present and submit final and close out report to Director: Tenure Reform	Final report		R.....
TOTAL COST EXCLUDING VAT			R.....	
VAT 15%			R.....	
TOTAL COST INCLUDING VAT			R.....	

The total Bid price must be inclusive of all cost (eg. traveling, accommodation and flights).

5. Period required for commencement with project after acceptance of bid
6. Estimated man-days for completion of project
7. Are the rates quoted firm for the full period of contract?
8. If not firm for the full period, provide details of the basis on which adjustments will be applied for, for example consumer price index.
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Any enquiries regarding bidding procedures may be directed to the –

AGRICULTURE, LAND REFORM AND RURAL DEVELOPMENT
PRIVATE BAG X 833
PRETORIA
0001

Technical Related

Ms Queen Filani
Telephone: 012 312 9032
Email: Queen.Finani@dalrrd.gov.za

Bids Related

Supply Chain Related Enquiries
Mr. Abie Olyn
Senior Supply Chain Practitioner
(012) 312 9518
Email: Abie.Olyn@dalrrd.gov.za