



ADVERTISEMENT

| DATE: | PERSON DEALING WITH THE MATTER: | REFERENCE: | CLOSING DATE & TIME |
|--------------|--------------------------------------|----------------------------|------------------------------|
| 15 June 2023 | Mrs.N Baleni-Gxumisa 079 890 4517 | RE-PSJLM-2022/23 Ref 23 | 26 – 06 - 2023 @ 11:00 AM |

Appointment of a service provider for subdivision and rezoning of remainder Erf1 DLTC testing

All the items needed are listed in the attached schedule and Envelopes must be clearly marked **Appointment of a service provider for subdivision and rezoning of remainder DLTC testing**

Completed Quotations must be placed in the bid box situated at Erf 257, Main Street, P.O. Box 2, Port St. Johns, 5120 (Municipal Offices), at the reception area not later than **26 June 2023 at 11h00 AM.**

The following conditions will apply:

- a) Price(s) quoted must be valid for at least thirty (30) days from date we receive your offer.
- b) Price(s) quoted must be firm and must be inclusive of VAT.
- c) A firm delivery period must be indicated.
- d) This quotation will be evaluated in terms of the 80/20 preference point system as prescribed in the Preferential Procurement Regulations, where 20 points will be for a specific goal and 80 points will be for price.
- e) The Port St. Johns Local Municipality Supply Chain Management Policy will apply.
- f) The Port St. Johns Local Municipality does not bind itself to accept the lowest quotation or any other quotation and reserves the right to accept the whole or part of the quotation.
- g) Quotations which are late, incomplete, unsigned or submitted by facsimile or electronically, will not be accepted.
- h) Attach a detailed Central Supplier Database report and **Fill in New MBD 1, MBD 4, MBD 6.1, MBD 7.2, MBD 8, MBD9 and must be submitted with the quotation (obtainable on Municipal Website)**
- i) Attach Rates clearance statement of a company or its directors which is not older than 90 days obtained from your respective Municipality or valid signed lease agreement by both parties Lessee and Lessor. If exempted, please attach letter of

exemption from your respective Municipality's revenue office to prove that the bidder as per the Municipality's valuation roll does not own any property which is not older than 90 days

j) Attach Compliance Tax Pin for verification on SARS website

Failure to comply with these conditions will invalidate your offer.

Evaluation Criteria for this procurement will be as follows:

Price = 80

Youth and Rural Areas = 20

Youth = 10 (Attach ID and Central Supplier Database Report to attain points)

Rural = 10 (Attach Letter of Ward Councillor from bidders respective municipality to attain points and this will also be verified on CSD report as well)

Pre – requisite for Bidders to be evaluated for Functionality Assessment

Bidders must attach Bank Guarantee - Bank rating letter which is stamped and signed it must be on the letter head of the bank with bank rating from A – G OR Attach letter from Accredited Registered Financial Institutions assisting SMME's with Finances the letter must be signed and stamped. **(Failure to attach will lead to disqualification)**

SPECIFICATION FOR BUILD UP EVENT PARTICIPANTS PRIZES

Port St Johns Municipality hereby invites suitable and qualified service providers to submit a quotation for the rezoning and subdivision of ERF 1 and relocation of boundary pegs for Erf 5 Port St Johns.

SCOPE OF WORK

The scope of work consists of the following:

1. Survey and subdivide a portion of the remainder ERF 1 on Kloof Street Port St Johns.
2. Rezone the subdivided portion from undetermined to municipal purposes (traffic testing station)
3. Lodge a rezoning and subdivision application to the relevant authority in terms of Spatial Planning and Land Use Management Act and/or applicable legislation
4. Secure approval for the rezoning and subdivision of the identified portion
5. Pegging of the subdivided portion
6. Secure approval of the subdivision diagram with the Surveyor General's Office and registration of the subdivided portion with the Deeds Office
7. Relocate boundary pegs for ERF 5 Port St Johns.

8. Provide a draft diagrams with contour intervals to engineers specification

DELIVERABLES

The service provider will be expected to submit the following outputs and deliverables to the municipality

1. Inception report

The inception report shall detail the agreed scope of work, methodology, process plan, expected outputs, deliverables, milestones and timeframes. This report shall include a description of the tasks to be undertaken and timeframes

2. Submission of an application which must include relevant supporting documents to the municipality and Joint Municipal Planning tribunal
- a. Submission of rezoning and subdivision application for approval
 - b. Preparation of supporting documents
 - c. Placing of all adverts required for the application
 - d. Circulation of the application to various interested and affected stakeholders for comment
 - e. Soliciting approval from relevant Departments
 - f. Registration of the subdivided portion with the surveyor general and the deed office

Duration

The duration of the project shall be 6 months from the signing of the tender acceptance letter.

Evaluation Criteria

Bidders need to SCORE a minimum of 35 points in order to be assessed for price

| Tender Criteria | Points allocated |
|--|------------------|
| Technical Expertise The service provider is expected to assemble a team with expertise in the following: <ol style="list-style-type: none"> 1. Town planning qualification (10 points) 2. Land surveying qualification (10 points) 3. Legal qualification and registered as a conveyancer(10 points) 4. Environmental management expertise (10 points) | 40 |

| | |
|---|----------|
| The service provider may propose additional members based on the scope of work as defined above for the successful completion of the project. (attached a certified copies of qualification with a detailed CV to attain points) | |
| Experience of the key personnel in architectural services or land development projects <ul style="list-style-type: none"> • 3-5 years and above • 1-2 years (attached a certified copies of qualification with a detailed CV to attain points) | 15 10 |
| Experience on projects Bidders must submit signed appointment letters with recommendation letters of value of R30 000.00 and above related to the scope of work or project from the client. <ul style="list-style-type: none"> • 2 Appointment letters with corresponding reference letters • 1 Appointment letter with corresponding reference letter | 10 05 |
| Total points | |

Enquiries regarding the specification of these items kindly call Mr Madikizela on 079 526 9562

RECOMMENDED BY


 MR E. MZAYIYA
 SENIOR MANAGER COMMUNITY

13/06/2023
 DATE

ISSUED BY


 MR M. FIHLANI
 MUNICIPAL MANAGER

 DATE

