



MBD1

**PART A
INVITATION TO BID**

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE THULAMELA MUNICIPALITY

BID NUMBER:	26/2025/2026	CLOSING DATE:	18 JUNE 2026	CLOSING TIME:	11:00 AM
DESCRIPTION	PANEL OF SERVICE PROVIDERS FOR THE PROVISION OF SURVEYING SERVICES FROM 2026/2027 TO 2028/2029 FINANCIAL YEARS (3 YEARS CONTRACT)				

THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).

BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX
SITUATED AT (STREET ADDRESS)

OLD AGRIVEN BUILDING
THOHOYANDOU
0950

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					
TAX COMPLIANCE STATUS	TCS PIN:		OR	CSD No:	
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	<input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	<input type="checkbox"/> Yes <input type="checkbox"/> 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?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER PART B:3]
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TOTAL NUMBER OF ITEMS OFFERED		TOTAL BID PRICE	R
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SIGNATURE OF BIDDER		DATE	
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CAPACITY UNDER WHICH THIS BID IS SIGNED

BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:		TECHNICAL INFORMATION MAY BE DIRECTED TO:	
DEPARTMENT	FINANCE	CONTACT PERSON	MR MULOVHEDZI M.E
CONTACT PERSON	MUDZILI TP	TELEPHONE NUMBER	083 567 1953
TELEPHONE NUMBER	015 962 7629	FACSIMILE NUMBER	
FACSIMILE NUMBER	015 962 4020	E-MAIL ADDRESS	mulovhedzime@thulamela.gov.za
E-MAIL ADDRESS	mudziliip@thulamela.gov.za		



**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 ONLINE	
1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.	
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 VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.	
2.3 APPLICATION FOR THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.	
2.4 FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B.3.	
2.5 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.	
2.6 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.	
2.7 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.	
3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS	
3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	<input type="checkbox"/> YES <input type="checkbox"/> NO
3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO
3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO
3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO
3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	<input type="checkbox"/> YES <input type="checkbox"/> NO
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.	

NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.
NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE.

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:

DATE:

Gomora United drop more points against Wanderers

BY FRANK MAVHUNGU

After playing to a 1-1 draw with Midlands Wanderers in their Motsepe Foundation Championship match at Malamulele Stadium on Wednesday, 6 May, Gomora United suffered a 1-0 defeat to Kruger United at the same venue on Sunday.

Despite the loss in front of their home supporters, Gomora United head coach Ashley Makhanya praised his players after the match. He said the result did not reflect the flow of the game and felt his side could have sealed victory in the first half had it not been for questionable officiating decisions.

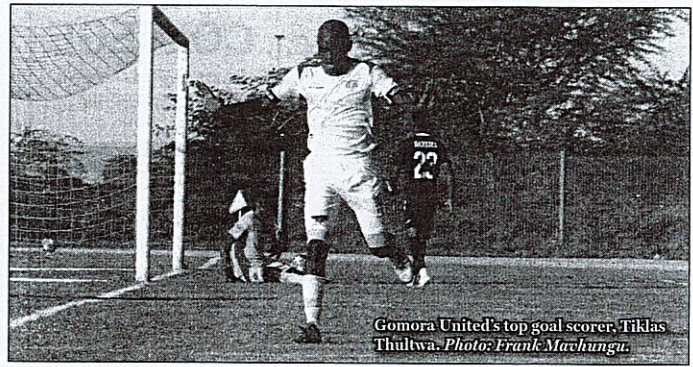
Makhanya added that Gomora were unfortunate not to take their chances, pointing out that the team hit the woodwork twice. He said striker Tiklas Thultwa missed two clear opportunities that could have given them a 2-0 halftime lead.

Despite the setback, Makhanya said his main focus was that the team had already secured its

Motsepe Foundation Championship status for next season.

With one match remaining, Gomora United sit 12th on the log with 33 points. A win in their final fixture against Casric Stars could see them climb as high as eighth place.

For Kruger United, the match carried no pressure, as they had already secured promotion to the Betway Premiership before visiting Malamulele.



Gomora United's top goal scorer, Tiklas Thultwa. Photo: Frank Machungu.

Mates held Try Again to a draw

BY KAIZER NENGOVHELA

The coach of Madombidzha Try Again, Mr Bishop Musiamo, expressed his disappointment after his side played to a 1-1 draw against Tshiozwi Mates in a Safa Vhembe Singo Fuel League match at Tshiozwi on Sunday.

Try Again went into the match full of confidence after beating their rivals, Western Stars, 1-0 on Saturday. Tshiozwi Mates had also secured a 1-0 victory over Magau on the same day.

Speaking to *Limpopo Mirror* after the match, Musiamo said it was frustrating to finish the game without collecting maximum points.

"We played well and obviously the aim was to go out and win. We dominated in all statistical aspects, but in the one aspect that counts, we allowed them to score an equaliser," he said.


Tshiozwi Mates coach Mr Tummy Mamorobela said his side had controlled the game well during the first half.

"In football, you do not have time to relax or become complacent. We have learnt that lesson the hard way," he said.

Madombidzha Try Again opened the scoring through Maligana Ramabubuda, while Tshiozwi Mates equalised through Tondani Mamburu.



Roshuma Ramala of Mates with the ball, while Dakalo Mulaudzi runs for cover. Photo: Kaiser Nengovhela.



THULAMELA MUNICIPALITY

INVITATION TO BID

PANEL OF SERVICE PROVIDERS FOR THE PROVISION OF SURVEYING SERVICES FROM 2026/2027 TO 2028/2029 FINANCIAL YEAR

Civic Centre,
Old Agriven Building,
Private Bag X5066
Thohoyandou, 0950
Limpopo Province
Tel: (015) 962 7500
Fax: (015) 962 4020
(015) 962 5328

Thulamela Municipality invites prospective service bidders for provision of the following service:

Bid Number	Description	Non-Refundable Bid Price	Contact Person	Evaluation Criteria
NO: 26/2025/2026	Panel of service providers for the provision of surveying services from 2026/2027 to 2028/2029 Financial years (3 years Contract)	R4.00 per page or can alternatively be downloaded from Thulamela website (www.thulamela.gov.za) for free	Mr Mulovhedzi M.E (083 567 1953) and/or Mr Mudzili T.P. (015 962 7629)	80/20 preference points system and functionality

Tender documents are obtainable from Procurement Office, Office No. 02 at Thulamela Local Municipality Head Office, during the following times: 08:00 to 15:30 (Monday to Friday) as from 15 May 2026 to 18 June 2026 at a non-refundable bid price of R4.00 per page, or can alternatively be downloaded from Thulamela website (www.thulamela.gov.za) for free. The bidders should also download SCM forms that are found in the Documents SCM-FORMS folder on the website and complete as part of the Bid documents.

The service providers must submit the completed Bid documents (in black ink) and hand deliver or courier them to Thulamela Municipality. All completed Bid documents (hand delivered or couriered) must be dropped in the BID BOX before the closing date and time of the Bids closure. The onus is on the service providers to make sure the Bid documents are submitted on time and late submission won't be accepted.

Interested service providers will be expected to submit the Bid documents with the following compulsory requirements.

- Tax Compliance Status Letter or Tax Compliance Pin Number.
- Company registration documents (e.g. CK).
- Proof of registration on CSD.
- Valid and certified proof of registration with SAGC as a Professional Land Surveyor for the provision of Survey services
- In the case of a joint venture (JV), a signed JV agreement must be submitted
- Organogram of the project team indicating project key personnel
- Curriculum Vitae (CVs) of Key Project Team Members
- Bidders must submit proof that municipal rates and taxes for both the company and its director(s) are not in arrears for more than three (3) months, and such proof must not be older than three (3) months from the date of advertisement. Where the business operates from leased premises, a valid lease agreement must be attached. Where a director does not own property or is renting, a valid lease agreement must also be provided. If the bidder resides or operates in an area where municipal services are not billed, an official signed and stamped letter from the relevant local municipality, not older than three (3) months from the date of advertisement, must be submitted confirming that the area is not subject to municipal billing and that the bidder is formally exempt from municipal service charges.
- List of similar projects completed in the last 10 years by the consulting firm with client's contact details, description, and contract values (Attach signed appointment letters and/or purchase orders and reference letters on client's letterhead with contactable references).
- Company profile and CV's of the proposed project team.

NEGOTIATING A FAIR MARKET RELATED PRICE:
A process for negotiating with preferred bidders after a competitive bidding process or price quotations will be considered for Bids where more than one (1) service provider is appointed.

This may include amongst others the following principles:

- (a) Delegations and threshold values for negotiating by the accounting officer
- (b) Negotiating may not allow any preferred tenderer a second or unfair opportunity
- (c) Is not to the detriment of any other tenderer
- (d) Does not lead to higher price than the bid as submitted.

The award of the tender may be subjected to price negotiation with the preferred tenderers.

Tenderers should note the following: Functionality will be scored out of 100% and the minimum threshold to qualify is 70%. Tenderers who fail to meet the minimum threshold will not be considered for further evaluation.

Functionality Score Table:

EVALUATION CRITERIA	POINTS ALLOCATED
Qualifications	20
Key personnel similar experience	40
Methodology	10
Firm's similar experience	20
Skills transfer	10
TOTAL	100

Bids will be assessed under the provisions of the following Acts and its Regulations: Municipal Finance Management Act, (Act 56 of 2003); PPPFA, Supply Chain Management Policy of the municipality in accordance with the specifications and in terms of 80/20 preferential points system and functionality.

Specific Goals Categories (CSD will be used for verification)	Number of Points (80/20 system) 20 Points breakdown
1. 100% Black ownership	10
2. 100% Women ownership	5
3. Youth	3
4. Disability (Medical certificate will be used to verify the disability status of the bidder).	2

Sealed bid documents must be submitted in envelopes clearly indicating "BID NUMBER AND DESCRIPTION" on the outside and must reach the undersigned by depositing it into the official Bid Box at the front of the main entrance to Thohoyandou Civic Centre, Old Agriven Building, Thohoyandou, by no later than 11h00 on, 18 June 2026.

The Municipality is not bound to accept the lowest Bid and reserves the right to accept any part of a Bid. Bids must remain valid for a period of ninety (90) days after closing date of the submission thereof.

Bids may only be submitted on the bid documentation provided by the municipality.

Please note that panelists shall be allocated jobs on a rotation basis and request for quotation whenever necessary

NB: Bids which are late, incomplete, unsigned, completed by pencil, sent by telegraph, facsimile, electronically (Fax), or E-mail and without the compulsory requirements will be disqualified

SIGIDI KTM
MUNICIPAL MANAGER

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THULAMELA MUNICIPALITY

INVITATION TO BID

PANEL OF SERVICE PROVIDERS FOR THE PROVISION OF SURVEYING SERVICES FROM 2026/2027 TO 2028/2029 FINANCIAL YEARS

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BID NUMBER 26/2025/2026: PANEL OF SERVICE PROVIDERS FOR THE PROVISION OF SURVEYING

SERVICES FROM 2026/2027 TO 2028/2029 FINANCIAL YEARS

- ❖ In the case of a joint venture (JV), a signed JV agreement must be submitted
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Mr SIGIDI K.T.M.

MUNICIPAL MANAGER

05.05.2026

DATE

Evaluation Criteria

a) Functional Requirements

EVALUATION CRITERIA	Scoring Criteria	Weight	Points scored
Qualifications and SAGC registration (PrSurveyor) of the key personnel for the assignment.	Tenderers will be disqualified if any of the key personnel are not registered with SAGC. Organogram and SAGC valid and certified copies of certificates to be attached. Organogram should clearly indicate the specialty of all key personnel for scoring purposes.	20	
Competence and relevant experience of key personnel (i.e., Land Survey projects. Highlight similar experience within the completed project Duration of time that key personnel spent on each project should be clearly indicated on CV for scoring purposes.	* 15 Years' relevant experience: 40 Points. * 10 -14 Year's relevant experience: 30 Points * 5 -9 year's relevant experience: 20 Points. Less than 5 years' relevant experience: 10 points	40	
Understanding of the scope and giving a clear methodology of the given task as well as adequacy of the proposed work plan and methodology in response to the TOR (detailed technical proposal).	*Technical Approach and methodology, and detailed work plan	10	

Similar Experience of the firm related to the assignment in the last 10 years, submit appointment letters and references letters (Highlight the similarities of work with reference or appointment & completion letters for scoring purposes). Contactable references with project name must be attached.	*Completed at least five (5) Land Survey projects as a lead consultant.....20.....Points.	20	
Transfer of Knowledge to departmental technical staff. The consultant must provide a detailed skills transfer programme with clear realistic deliverables and milestones	Maximum 10 Points	10	
TOTALS (MAX = 100)		100	



THULAMELA MUNICIPALITY

TERMS OF REFERENCE/SCOPE OF WORK FOR DEMARCATION OF SITES

1. PROJECT TITLE

PANEL OF SERVICE PROVIDERS FOR THE PROVISION OF SURVEYING SERVICES FOR A PERIOD OF THREE (3) YEARS (2026/2027 TO 2028/2029 FINANCIAL YEARS)

The Thulamela Local Municipality hereby invites suitably qualified, experienced, and professionally registered service providers to form part of a panel for the provision of land surveying and associated multidisciplinary services on an as-and-when required basis for a period of three (3) years.

Appointment to the panel shall not constitute a guarantee of work, and services will be provided in line with the MFMA and applicable National Treasury regulations.

2. OBJECTIVE OF THE PANEL

The primary objective of this panel is to establish a pool of pre-qualified, competent, and compliant professional service providers capable of delivering integrated, multidisciplinary planning and surveying services to support the Municipality's developmental mandate.

The panel is intended to ensure:

2.1 Efficient Service Delivery

- Rapid mobilization of professional services without the need for repeated procurement processes
- Reduced project turnaround times
- Enhanced responsiveness to community development needs

2.2 Compliance with Legislative Frameworks

All services must comply with the following legislative frameworks:

- Municipal Finance Management Act (MFMA, Act 56 of 2003)
- Land Survey Act (Act 8 of 1997)
- Other applicable sector-specific legislation

2.3 Support for Municipal Development Priorities

The panel shall support the Municipality in the following key areas:

- **Land Administration and Cadastral Services** - Surveying, land subdivision, consolidation, and registration processes

2.4 Integrated and Turnkey Delivery

Service providers shall be required to deliver complete, coordinated, and submission-ready outputs, including all necessary supporting studies (engineering and geotechnical), without reliance on separate municipal appointments.

3. SCOPE OF SERVICES

The appointed service providers shall render comprehensive, multidisciplinary professional services, including but not limited to the following:

3.1 LAND SURVEYING SERVICES

The appointed Land Surveyor shall perform all surveying functions required for planning and cadastral registration, including:

3.1.1 Topographical Surveys

- **Detailed surveys indicating:** Contours, Existing infrastructure, Natural features and Physical constraints

3.1.2 Cadastral Surveys

- Survey pegging of erven and boundaries
- Boundary verification and re-establishment

- Preparation of cadastral data

3.1.3 General Plans, Draft General Plans, and Diagrams

- Preparation of General Plans (GPs) and diagrams
- Preparation of Draft General Plans
- Submission to the Office of the Surveyor-General
- Addressing queries and obtaining approval

3.1.4 Engineering and Support Surveys

- Surveys required for infrastructure design
- Data collection for engineering and planning integration

3.2 MULTI-DISCIPLINARY COORDINATION

The appointed service provider (Surveyor as Lead Consultant) shall be fully responsible for coordinating all required professional disciplines, including but not limited to:

3.2.1 Accountability

- The Lead Consultant shall be solely responsible for the completeness and quality of all submissions
- The Municipality shall not appoint or manage sub-consultants separately
- Any omissions or coordination failures shall be the responsibility of the appointed service provider

4. DELIVERABLES

Each assignment issued under this panel shall result in the submission of complete, accurate, and submission-ready deliverables that meet all statutory, technical, and municipal requirements. The service provider shall submit the following minimum mandatory outputs per project:

4.1 Surveying Deliverables

- Cadastral survey data and documentation
- Topographical survey drawings showing contours and features
- Draft General Plans for the demarcation of sites
- Approved General Plans (GPs) and/or diagrams from the Surveyor-General
- Survey pegging certificates and site pegging confirmation

4.2 Physical Outputs

- Hard copies of all reports and plans (minimum of five copies unless otherwise specified)
- Pegged sites on the ground (where applicable)

4.3 Compliance and Audit File

Each project must include a complete compliance file, containing:

- All reports and approvals
- Public participation records (attendance registers, notices, comments)
- Proof of stakeholder consultation
- Professional sign-offs (Surveyor)
- All correspondence with authorities

N.B. No project shall be deemed complete without the submission of a full compliance file acceptable to the municipality.

5. SERVICE LEVEL AGREEMENT (SLA)

The appointed service providers shall adhere to strict turnaround times to ensure efficient service delivery.

All timeframes shall be calculated in calendar days from the date of official appointment or instruction.

5.1 Standard Turnaround Times

Activity	Turnaround Time
Cadastral Survey data and documentation	14 days
Topographical Survey drawings showing contours and features	21 days
Draft General Plans	14 days
Approved General Plans	30 days
Hard Copies of all reports and plans	30 days
Survey Pegging and Survey Deliverables	14 days

5.2 Performance Obligations

The service provider shall:

- Adhere strictly to approved timelines
- Provide regular progress reports (bi-weekly or as instructed)
- Respond to municipal queries within three working days
- Attend all required meetings and stakeholder engagements
- Ensure quality submissions to avoid rejections

5.3 Delays and Justifications

- Any anticipated delay must be communicated in writing within 48 hours
- Delays will only be accepted if:
 - Caused by factors beyond the service provider's control
 - Approved in writing by the Municipality

N.B. Failure to notify the Municipality of delays shall be deemed non-performance.

5.4 Penalties for Non-Performance

The Municipality reserves the right to apply for the following:

- **Late delivery penalty:** 1% of the project value per week, up to a maximum of 10%
- **Poor quality submissions:** Rework at the service provider's cost
- Repeated delays or non-performance:
 - Written warning
 - Suspension from the panel
 - Removal from the panel

5.5 Performance Monitoring

Service providers shall be evaluated based on:

- Adherence to timelines
- Quality of deliverables
- Responsiveness and communication
- Compliance with statutory requirements

Minimum acceptable performance rating: 70%

N.B. Service providers scoring below 70% consistently may be removed from the panel.

6. PANEL MANAGEMENT

The appointment of service providers shall be to a panel of pre-qualified service providers and does not guarantee the allocation of work.

6.1 Nature of Appointment

- Appointment is on an “as-and-when-required” basis
- The Municipality reserves the right to:
 - Allocate work to any panel member
 - Not allocate work to a panel member at any given time
- No minimum workload or financial commitment is guaranteed

6.2 Work Allocation Mechanisms

Work shall be allocated using one or a combination of the following methods:

(a) Rotation System

- Sequential allocation among panel members
- Subject to availability, capacity and performance rating

(b) Mini-Competition (Request for Quotation – RFQ)

- The Municipality may invite selected panel members to submit technical proposals and financial proposals
- Evaluation shall be based on scope-specific methodology, price competitiveness and availability

6.3 Municipal Rights and Discretion

The Municipality reserves the right to:

- Allocate work directly without rotation
- Use RFQs among panel members
- Allocate multiple projects simultaneously

- Withdraw or reallocate work where performance is unsatisfactory
- Appoint external service providers where panel capacity is insufficient

6.4 Conflict of Interest and Ethical Conduct

- Service providers must declare any conflict of interest
- Any form of collusion, fronting, or unethical conduct shall result in:
 - Immediate disqualification
 - Removal from the panel
 - Possible blacklisting

7. PENALTIES AND RISK CONTROL

To safeguard the Municipality against non-performance, the following penalty framework shall apply:

7.1 Late Delivery Penalties

- 1% of the project value per week of delay
- Maximum penalty capped at 10% of project value
- Applicable where delay is attributable to the service provider

7.2 Quality Non-Compliance

- Rejected or incomplete submissions must be corrected at the service provider's cost
- No additional fees shall be paid for rework
- Repeated poor-quality submissions shall trigger performance review

7.3 Misrepresentation and Fraud

Submission of false information, fraudulent documents, or misrepresentation shall result in:

- Immediate disqualification

- Termination of contract
- Reporting to National Treasury for possible blacklisting

7.4 Non-Performance and Abandonment

Failure to perform or abandonment of project shall result in:

- Immediate termination
- Forfeiture of any due payments (where applicable)
- Recovery of damages where applicable

7.5 Professional Liability

The service provider shall be fully liable for:

- Errors and omissions
- Professional negligence

8. MINIMUM PROFESSIONAL REQUIREMENTS

The service provider must demonstrate the following minimum professional capacity:

8.1. Land Surveying Expertise

- Registration with South African Geomatics Council (SAGC)
- Minimum of five (5) years relevant experience in cadastral and engineering surveys

8.2. Key Personnel Requirements

All key experts must:

- Submit signed CVs
- Provide valid and certified qualifications
- Provide valid and certified proof of professional registration
- Submit signed letters of commitment confirming availability

9. COMPULSORY DOCUMENTS

The following documents are mandatory and failure to submit any of them shall result in disqualification:

9.1. Administrative Compliance

- Valid Tax Compliance Status PIN
- Proof of registration on Central Supplier Database (CSD)
- Company registration documents (CIPC/CK)

9.2. Professional Compliance

- SAGC registration (Land Surveyor)

9.3. Technical Submission

- Company profile
- Detailed CVs of key personnel (signed)
- Valid and Certified copies of qualifications
- Proof of relevant experience (appointment letters and reference letters)
- Organogram of project team

9.4. Financial and Legal Compliance

- Municipal rates and taxes clearance (not older than 3 months) as per the advertisement
- Lease agreement (if applicable)
- Proof of office location and operational capacity

9.5. Mandatory Forms

- All MBD forms fully completed and signed
- Declaration of interest
- Declaration of past SCM practices

NB: Failure to submit any of the above compulsory documents shall result in automatic disqualification

FUNCTIONALITY EVALUATION

1. OVERALL SCORING STRUCTURE

- Total Points: 100
- Minimum Qualifying Threshold: 70 Points
- Only bidders who achieve 70 points or more for functionality shall be considered for further evaluation (price and preference).

NB: Failure to meet the minimum threshold shall result in automatic disqualification from further evaluation.

2. CRITICAL COMPLIANCE & ANTI-FRAUD PROVISIONS

The following provisions are mandatory and shall form part of the evaluation and adjudication process:

a. Anti-Collusion Declaration

- i. Bidders must declare that:
 - 1. No collusion, price-fixing, or anti-competitive behaviour has occurred
- ii. Any evidence of collusion shall result in:
 - 1. Immediate disqualification
 - 2. Reporting to National Treasury

b. Conflict of Interest Declaration

- i. Bidders must disclose:
 - 1. Any relationship with municipal officials
 - 2. Any potential conflict of interest

N.B Failure to disclose shall result in disqualification.

c. Fronting and Fraud Prevention

- i. Fronting practices are strictly prohibited
- ii. Any misrepresentation shall result in:
 1. Immediate disqualification
 2. Termination of contract
 3. Blacklisting procedures

d. Capacity Verification

The Municipality reserves the right to verify all submitted information through:

- i. Physical site visits
- ii. Office inspections
- iii. Reference checks with previous clients
- iv. Verification of qualifications and registrations

N.B If verification fails:

- The bidder shall be disqualified
- Any award may be withdrawn

COMPULSORY REQUIREMENTS

The following documents are mandatory and must be submitted with the bid. Failure to submit any of the listed documents shall result in automatic disqualification.

1. TAX COMPLIANCE

- Valid Tax Compliance Status PIN issued by SARS
- The Municipality reserves the right to verify compliance electronically

2. CENTRAL SUPPLIER DATABASE (CSD)

- Proof of registration on the Central Supplier Database (CSD)
- CSD summary report must be attached
- Supplier status must be active and compliant

3. COMPANY REGISTRATION DOCUMENTS

- Company registration documents issued by CIPC (CK/COR documents)
- In the case of a joint venture (JV), a signed JV agreement must be submitted

4. PROFESSIONAL REGISTRATION (MANDATORY)

The bidder must provide proof of valid professional registration for the following:

(a) Land Surveying

- Registration with South African Geomatics Council (SAGC)

N.B Important:

- Proof must be valid and certified

5. MUNICIPAL RATES AND TAXES CLEARANCE

Bidders must submit proof that:

- Municipal rates and taxes are not in arrears for more than three (3) months
- Proof must not be older than three (3) months

Where applicable:

- Lease agreement must be attached for rented premises
- Where services are not billed, an official letter from the municipality confirming exemption must be provided

6. PROOF OF EXPERIENCE

- List of similar projects completed within the last ten (10) years
- Must include:
 - Appointment letters and/or purchase orders
 - Reference letters
 - Contactable client details

N.B The Municipality reserves the right to verify all references. Submission of false information will result in disqualification.

7. CURRICULUM VITAE (CVs) OF KEY PERSONNEL

- Detailed CVs of all proposed key personnel
- CVs must be:
 - Signed by the individual
 - Supported by valid and certified qualifications
 - Supported by valid and certified proof of professional registration

8. PROFESSIONAL INDEMNITY INSURANCE

- Valid and certified proof of Professional Indemnity Insurance
- Cover must be appropriate for the scope of work
- The policy must remain valid for the duration of the contract

9. SIGNED MBD FORMS

All Municipal Bidding Documents (MBD forms) must be:

- Fully completed
- Signed and dated

Including but not limited to:

- MBD 1 – Invitation to Bid
- MBD 4 – Declaration of Interest
- MBD 6.1 – Preference Points Claim Form
- MBD 8 – Declaration of Bidder's Past SCM Practices
- MBD 9 – Certificate of Independent Bid Determination

IMPORTANT CONDITIONS

- All documents must be submitted at the time of bid closing
- No outstanding or missing documents will be requested after closing
- Bids that are:
 - Incomplete
 - Unsigned
 - Submitted late
 - Not compliant

