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Molemole Municipality

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ALL CORRESPONDENCE TO BE ADDRESSED TO THE MUNICIPAL MANAGER

**Enquiries: Ralephenya T**

**Ref: FIN: 9/1/1:01**

**09 July 2018**

**REQUEST FOR PROPOSAL WITH QUATATIONS FROM PROSPECTIVE SERVICE PROVIDERS WHO ARE REGISTERED WITH PROFFESIONAL VALUERS PROFESSION TO ASSIST THE MUNICIPALITY WITH THE ASSESSMENT OF MUNICIPAL PROPERTIES COMPLETENESS, SUPPORT ON MSCOA ERROR RECTIFICATION PROPERTY ANALYSIS AND THE LINKING OF SG CODES FOR ALL THE PROPERTIES WITHIN THE MUNICIPAL JURISTICTION.**

**THE SCOPE**

The municipality is currently billing 4151 properties as per the municipal financial system and the approved municipal valuation roll. The municipality requires a professional well experienced valuers to assist the municipality with the assessment of all municipal properties completeness assessment, investigation of the systems error report before the financial system and property valuation system. Identifying, Linking and the upload of all the SG codes for all the properties within the jurisdiction of the municipality.

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**Mission: To provide essential and sustainable services in an efficient and effective manner**

**1. The following documentation should be attached to the quotations:**

- a) The recent up-to-date central supplier data (CSD) registration report detailing all compliance requirements; [Last verified between the Advert date and the closing date]
- b) An original or certified copy of a valid B-BBEE certificate;
- c) A fully completed and signed declaration of interest form which is downloadable from [www.molemole.gov.za](http://www.molemole.gov.za)
- d) A fully completed and signed SBD 9 form also downloadable from [www.molemole.gov.za](http://www.molemole.gov.za)
- e) Include in the quotation, the Master Registration Number or Tax compliance status pin [or recent ( within advert & closure date)printed copy of tax clearance certificate]

**2. The following conditions will apply:**

- a) Quotations must be on an official letterhead of the company
- b) Price(s) quoted must be valid for fourteen(14)days from the date of this offer
- c) Incomplete quotations will be disqualified from further evaluation
- d) Payment will be evaluated on 80/20 preference point system. Whereas 80 points will be for the price and 20 will be for preference as per PPPFA of 2000, BBEEA of 2003 and Preferential Procurement Regulation of 2001

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### 3. Evaluation Criteria:

Bidders must achieve a minimum of 80% functionality points in order to be considered for further evaluation in stage 2 (Evaluation on Price and BBEE). Bidders that score less than the minimum score points will be disqualified from further evaluation.

THE ASSESSMENT OF MUNICIPAL PROPERTIES COMPLETENESS, SUPPORT ON MSCOA ERROR RECTIFICATION PROPERTY ANALYSIS AND THE LINKING OF SG CODES FOR ALL THE PROPERTIES WITHIN THE MUNICIPAL JURISTICTION.	20	Applicable Value System
A professional valuer's company with at-least a minimum of one (1) and maximum of twenty (20) National Municipal appointment letters signed by the designated authorized Municipal Manager. One (1) point will be allocated per signed appointment letter. The Municipality reserve the right to formal verify the appointment letters received from the bidders with the respective listed municipalities which will be basically on the appointment date, period and the value of the project.		Poor = 1
<b>CAPACITY ANALYSIS</b>	<b>50</b>	Average = 2
The company should have at-least five (5) well experienced registered professional valuers, with at-least a minimum number of ten (10) years' experience in property valuation. detailed CV's of the professional valuers should be attached which should include the following: Certified copy of identity document, Certified copy of the professional valuer certificate issued in terms of Property Valuers Profession Act 2000, section 20(2)(b) of the Act. Ten (10) points will be allocated per professional valuer who completely met the above mentioned requirements. No points will be allocated to members/employees who did not met the full requirements as stipulated above. The Municipality reserve the right to formal verify all professional registration documents and the validity registration dates with the relevant professional bodies before and after the appointment.		Good = 3 Very good = 4 Excellent = 5
<b>Total functionality Points</b>	<b>70</b>	

- **Preference point system, (80/20).** Whereas 80 points will be for price and 20 for preference as per PPPFA of 2000, BBEEA of 2003 and preferential procurement regulation of 2001.

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- Kindly direct all technical enquiries to **Mr Nkalanga AS at 015 501 2317** between 08:00 and 16:30. All quotations should be submitted at Mogwadi Municipal Tender Box, No 303 Church Street Mogwadi 0715, by the **17 July 2018 at 11:00**, clearly marking "**Completeness assessment, rectification of integration errors of all Properties within the jurisdiction of the municipality and the location of SG codes**".
- No quotations will be accepted after the closing date.
- Molemole Municipality reserves the right to accept any quotations.



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**MR ML MOSENA**  
**MUNICIPAL MANAGER**

FIN: 9/1/1:01

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