

THE MSUNDUZI MUNICIPALITY

CONTRACT No. SCM 43 OF 21/22

REQUEST FOR PROPOSALS FOR THE APPOINTMENT OF A PANEL OF VALUERS TO UNDERTAKE AD-HOC VALUATIONS OF ASSETS, INCLUDING LAND AND BUILDINGS, FOR THE MSUNDUZI MUNICIPALITY

TENDER NOTICE

Tender proposals are hereby invited from suitably qualified and experienced Valuers to undertake ad-hoc valuations of assets, including land and buildings, for the Msunduzi Municipality.

Interested tenderers are required to submit a **Bidder Registration Form** of which is available on the Msunduzi Municipality's website www.msunduzi.gov.za in the Tenders Folder / Database Forms. The registration period will begin from **Thursday, 20 January 2022** and end at the close of business on **Friday, 28 January 2022**. **The Bidder Registration Form must be completed and e-mailed to vinay.mohanlal@msunduzi.gov.za. Tenderers who fail to register within the above registration period will not be eligible to submit a tender document.**

The Msunduzi Municipality will continue to advertise its Tender Notices on the National Treasury e-Tender Publication Portal and Municipal website. Tender documents will only be e-mailed to potential tenderers that have timeously submitted their Bidder Registration Forms as per the above stated timeframe. The details of the non-compulsory Virtual Tender Briefing will be contained within the tender document.

For any technical related enquiries, please contact Manqoba Ntuli (Asset Management Sub-Unit) on direct Telephone No. 033 – 392 2511 or e-mail address manqoba.ntuli@msunduzi.gov.za.

For any procurement related enquiries, please contact Vinay Mohanlal (Supply Chain Management Sub-Unit) on direct Telephone No. 033 – 392 2852 or e-mail address vinay,mohanlal@msunduzi.gov.za.

Tenders must be submitted both in hard copy and on a CD/USB Flash Drive contained in sealed envelopes and marked with “**Contract No. SCM 43 of 21/22**” and the **Contract Description** and must be placed in the Tender Box located in the Foyer, Ground Floor, City Hall, 169 Chief Albert Luthuli Street, Pietermaritzburg, 3201, not later than **12h00 on Monday, 28 February 2022**, when they will be publicly opened. Only tenders placed in the Tender Box shall be accepted.

Tender Validity Period: Four (4) months commencing from the closing date of tender.

Tender Adjudication/Evaluation Criteria: Tenderers shall be evaluated on a Two Stage Evaluation System – Stage One: Functionality and Stage Two: 80/20 Preference Point System in accordance with the Preferential Procurement Regulations 2017, issued in terms of section 5 of the Preferential Procurement Policy Framework Act, Act No. 5 of 2000. The Functionality for Stage One shall be evaluated on the following criteria:

No.	Evaluation Criteria	Maximum Points
1(a)	Experience of the Directors/Members/Partners of the Service Provider in the valuation of properties.	10
1(b)	Written references from Municipalities that the Service Provider has conducted valuations within three (3) years.	10
2(a)	Qualifications in Real Estate and Property Valuation.	15

2(b)	Experience of the Project Team in property valuation.	10
3(a)	Detailed Methodology on how the project will be executed including resource allocation and project deliverables.	10
3(b)	Detailed Project Plan and Time-Frames.	10
3(c)	Provision of a Quality Assurance Implementation Plan with project phase details and process flow to include data collection/capture, sales review and valuation methodologies.	10
3(d)	Clear skills transfer and capacity building programme to municipal officials.	10
Total Functionality Points		85
Minimum Threshold to Qualify for Stage Two		60

The Msunduzi Municipality does not bind itself to accept the lowest or any tender and reserves the right to accept the whole or any part of a tender. Each tenderer will be informed of the tender result.

The Msunduzi Municipality expects businesses within the Pietermaritzburg and Midlands Region to support its contract and BEE/SMME initiatives.

M. P. KHATHIDE (CITY MANAGER)