

**THE MSUNDUZI MUNICIPALITY**

**CONTRACT No. SCM 40 OF 22/23**

**COMPILATION OF THE 2024 GENERAL VALUATION ROLL AND SUPPLEMENTARY VALUATION  
ROLL 01 PROJECT**

**TENDER NOTICE**

The Msunduzi Municipality hereby invites tenders from suitably qualified Service Providers with proven municipal General Valuation Roll project expertise to assist the municipality in the compilation of the 2024 General Valuation Roll and Supplementary Valuation Roll 01, in terms of the Municipal Property Rates Act (MPRA), Act No. 6 of 2004, as amended.

Interested tenderers are required to submit a **Bidder Registration Form** of which is available on the Msunduzi Municipality's website [www.msunduzi.gov.za](http://www.msunduzi.gov.za) under the Tenders Folder / Database Forms. The registration period will begin from **Thursday, 03 November 2022** and end at the close of business on **Friday, 11 November 2022**. The Bidder Registration Form must be completed and e-mailed to [vinay.mohanlal@msunduzi.gov.za](mailto:vinay.mohanlal@msunduzi.gov.za).

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 those potential tenderers that have timeously submitted their Bidder Registration Forms as per the above stated timeframe. Tenderers who fail to register within the above registration period will not be eligible to submit a tender document. The details of the compulsory Tender Briefing Meeting will be stipulated within the tender document.

For any technical related enquiries, please contact Chazile Ndhlovu (Real Estates and Valuations Unit) on direct Telephone No. 033 – 392 2275 or e-mail address [chazile.ndhlovu@msunduzi.gov.za](mailto:chazile.ndhlovu@msunduzi.gov.za).

For any procurement related enquiries, please contact Vinay Mohanlal (Supply Chain Management Unit) on direct Telephone No. 033 – 392 2852 or e-mail address [vinay.mohanlal@msunduzi.gov.za](mailto: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 40 of 22/23**" 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 Wednesday, 07 December 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 complying with the Mandatory Requirements of the tender 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
<b>A</b>	<b>RESOURCES AND EXPERIENCE</b>	<b>50 POINTS</b>
1.	Municipal Valuer must comply with Section 39 (1) of the MPRA.	05 Points
2.	Experience as a Municipal Valuer.	10 Points
3.	Tenderers experience in carrying out a General Valuation and preparing Valuation Rolls for rating purposes in terms of the MPRA.	20 Points
4.	Municipal Valuer experience in processing objections and defending appeals to valuations.	10 Points
5.	Skills transfer and municipal capacity building.	05 Points
<b>B</b>	<b>PROJECT METHODOLOGY AND SYSTEMS</b>	<b>50 POINTS</b>
1.	General Valuation Project Plan and Implementation Methodology.	15 Points
2.	Quality Assurance (QA) Project Methodology and Plan.	08 Points
3.	Valuation Roll Management System (VRMS).	20 Points
4.	CAMA modelling projects – Development of CAMA models to support mass valuations.	07 Points
<b>Total Functionality Points (A + B)</b>		<b>100 Points</b>
<b>Threshold to Qualify for Stage Two</b>		<b>70 Points</b>

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.

**MR L. H. MAPHOLOBA (CITY MANAGER)**