

## BID NOTICE AND INVITATION TO BID



### GREATER LETABA MUNICIPALITY

**EXPERIENCED BIDDERS AND EMERGING SERVICE PROVIDERS ARE INVITED FOR THE FOLLOWING:**

Bid number	Project name	Date for compulsory Briefing Session	Point scoring system	Closing date	Non-refundable Amount (VAT inclusive)	Technical Queries
RFQ009/2017	Demarcation of Sites at Nooitgedacht 342-LT-2017	N/A	80/20	14 June 2017	R 150.00	Mr Sewape M.O @ 015 309 9246/7/8

### Terms of Reference for identification of beacons and placement of markers on portion 5 of the farm Nooitgedacht 342-LT

#### 1. Background

Greater Letaba Municipality has demarcated 310 sites on Portion 5 of the Farm Nooitgedacht 342-LT on behalf of Tshwale Communal Property Association. These erven haven't been occupied since pegging. This has consequently resulted in beacons being covered by bushes and sediments. These erven therefore need beacon relocation as per the General Plan. In addition, road markers are to be placed

for the opening of the streets in line with the beacons aligning streets. Proposals are therefore invited in line with the guidelines stipulated below.

## **2. Tasks to be executed by the Service Provider**

### 2.1 Undertaking preparatory work

- 2.1.1 Reviewing existing relevant documentation/information if any
- 2.1.2 Providing the municipality with a schedule of actions and a time frame

2.2. Attend the first site meeting with the Town Planner to obtain first-hand information at the inception of the project.

2.3. Obtain an approved general for the municipality.

2.4. Peg the area according to the prepared general plan and whitewash the beacons, specifically those adjoining street lines and assist in the placement of road markers.

## **3. General Procedural Guidelines**

- The project reference number shall be stated in all correspondences
- The consultant must acquaint himself/ herself with all aspects regarding the duty at hand, for example, existing information, documents, reports, maps, survey, etc.
- The consultant may request to inspect the site in the company of a municipal official

## **4. Professional and Diverse Fees**

The consultant will not claim reimbursements of diverse fees separately from the project, but will claim it as part of the professional fees. The total cost of the project is subject to the professional proposals.

All claims to be accompanied by a Valid VAT Invoice

## **6. Selection and Evaluation Criteria**

Proposals will only be accepted from applicants registered as Professional Town Planners and/or Land Surveyors.

**NB: Timeline for delivery service is 30 days from date of appointment.**

Bid documents will be obtainable as from the 06<sup>th</sup> June 2017 at 44 Botha Street, Greater Letaba Municipality in Modjadjiskloof, upon payment of non-refundable amount for a bid in question. Only cash payable to Greater Letaba Municipality will be accepted. All bids will remain valid for a period of 90 days after the time and date of opening. Late submissions, telegraphic, telefax or email transmission bids will not be accepted. Greater Letaba Municipality does not bind itself to accept the lowest or any bid and reserves the right to accept the bid as a whole or in part.

All bids and supporting documents must be sealed in a cover clearly marked "the relevant bid number and project name above" and must be deposited in the bid box at Greater Letaba Municipality foyer not later than 12H00 mid-day on the 14<sup>th</sup> June 2017 closing date. The bid will be opened in public after closing time immediately.

All Supply Chain Management queries will be directed to Mr Thoka B.J at (015) 309-9246/7/8) at Greater Letaba Municipality.

**Mashaba T.G**

**MUNICIPAL MANAGER**