



BA-PHALABORWA MUNICIPALITY
MEMORANDUM
- BUDGET AND TREASURY _

TO : **Prospective Service Provider**
FROM : **SCM /STORES**
DATE : **06/06/2024**
ENQUIRIES : **PROCUREMENT OFFICE**
TELEPHONE : **015 780 6361/62**
REF : **LAND SURVEYOR**

Kindly furnish this office with a written quotation for supply of goods/ services as detailed below. The quotation must be submitted on the letterhead of your Business and brought to our offices at No 3 Nyala Street, Phalaborwa not later than 19/06/2024 at 12H00

QUANTITY	Description	PRICE/UNIT (Inc. VAT)	DELIV ERY PERI OD
	LAND SURVEYOR AS PER THE ATTACHED SCOPE OF WORK		

Please number your quotes (Your Ref no)

The following conditions will apply:

Price (s) quoted must be valid for at least thirty (30) days from date of your offer. The municipality retains the prerogative to reject any quotes it deems to be excessive A firm delivery period must be indicated.

Tax Clearance Pin

A service provider be registered with central supplier database (CSD)

Completed MBD4 (Declaration of Interest) Form

Registered with CIPRO (CK 1 or 2 document)

BBBEE Certificate certified by a SANAS accredited institution.

Evaluation criteria: 80/20 (where 80 is for price and 20 is for Objective goals)

20 is further evaluated: 20 for 100% Black-owned;
18 for + 51% Black-owned; and 14
for less than 51% Black-owned

LAND SURVEYOR APPOINTMENT FOR SITE BOUNDARY VERIFICATION: PORTION 2, PORTION 4, AND REMAINDER OF ERF 3487, NAMAKGALE B 1. INTRODUCTION

The Ba-Phalaborwa Local Municipality invites qualified and experienced land surveyors to conduct a site boundary verification for Portion 2, Portion 4, and the Remainder of Erf 3487, Namakgale B. This verification is essential to address a property encroachment complaint and to ensure compliance with the Surveyor General (S.G) Diagram.

2. PROJECT BACKGROUND

A complaint has been lodged concerning an alleged encroachment of a property by a neighbour. The complaint necessitates a precise verification of the property boundaries to resolve the encroachment issue.

3. SCOPE OF WORK

The appointed land surveyor will be required to:

1. Conduct a detailed survey of Portion 2, Portion 4, and the Remainder of Erf 3487, Namakgale B.
2. Verify the property boundaries in accordance with the Surveyor General (S.G) Diagram.
3. Identify and document any encroachments or discrepancies in the property boundaries.
4. Provide a comprehensive report detailing the survey findings, including maps and diagrams.
5. Attend a mediation meeting with the involved parties to discuss the survey results and facilitate a resolution.

4. DELIVERABLES

The land surveyor is expected to provide the following deliverables:

1. A detailed survey report including:
 - a. Verified property boundaries.
 - b. Identification of encroachments or boundary discrepancies.
 - c. Relevant maps and diagrams illustrating the survey results.
2. Attendance and participation in a mediation meeting with the Municipality, Complainant and the Neighbour.
3. Final report incorporating any changes or agreements reached during the mediation meeting.

5. QUALIFICATIONS AND EXPERIENCE

The successful land surveyor must demonstrate the following qualifications and experience:

1. Valid registration with the South African Geomatics Council (SAGC).
2. Minimum of 5 years of professional experience in land surveying.

REQUISITION

3. Proven track record of conducting similar boundary verification projects.
4. Excellent communication and report writing skills.

6. PROPOSAL REQUIREMENTS

Interested land surveyors are required to submit a proposal that includes:

1. Company profile and relevant experience.
2. Copies of professional registration and qualifications.
3. Detailed methodology and approach for the project.
4. Timeline for the completion of the project.
5. Breakdown of costs, including any additional expenses.
6. Contact details of at least three (3) references from similar projects.
7. **Evaluation Criteria:**

Proposals will be evaluated based on the following criteria:

1. Relevant qualifications and experience (30%).
2. Methodology and approach (30%).
3. Cost-effectiveness (20%).
4. References and track record (20%).