MNQUMA LOCAL MUNICIPALITY
SUPPLY CHAIN
MANAGEMENT UNIT

2026 -08- 06

Received By: S. QWAKA

Signature:

MNQUMA
LOCAL MUNICIPALITY

ADVERT FOR NOTICE BOARD

PROJECT DESCRIPTION

Mnquma Local Municipality hereby invites bids from all prospective accredited and qualifying service provider for

BID NO.	Description	Evaluation Criteria	Compulsory Tender & Site Briefing	Closing Date & Time
MNQ/SCM/25/26-27	APPOINTMENT OF A SERVICE PROVIDER FOR GENERAL PLAN AMENDMENTS, ENCROACHMENT RECTIFICATION AND COMMONAGE REPLANNING	80/20	Date: 14/08/2026 Time: 10:00 **Venue:** Council Chamber Entrance, Mnquuma Local Municipality, No. 61 Blyth Street, Rev Tiyo Soga Building Butterworth, 4960	Date: 24/08/2026 Time: 12:00

Technical Enquiries: Mr. Y Bala (Manager: Spatial Planning and Land Use Management) at 047 050 1449 / 082 491 4184 email: ybala@mnquma.gov.za

SCM Enquiries: Mrs. Y Mqingwana (Manager: SCM) at 047 050 1156/072 698 6085 email: ymqingwana@mnquma.gov.za

Evaluation Criteria: The evaluation will be conducted in two (02) stages namely:

Stage 1: Administrative compliance

Bidders that do not meet the **Administrative compliance** (Compliance with mandatory and other bid requirements) will not be eligible for further evaluation and will be deemed as non-responsive.

Stage 2: Evaluation in terms of the 80/20 preference point systems prescribed in Preferential Procurement Regulations 2022

Price=80 points,
Specific goals =20 points

The specific goals allocated points in terms of this tender	Specific Goal Points Allocated 20 points	Proof Required to score points
The promotion of South African owned enterprises	20	Fully completed and signed MBD 6.1, and a Full Central Supplier Database Report (CSD) not older than one month.

NB: No points will be claimed by the bidder if it fails to submit proof required to score points for specific goals

REQUIRED DOCUMENTS:

Potential bidders are urged to submit the following attachments when submitting their proposals, **failure to do so will lead to disqualification.**

PROOF OF COMPANY EXPERIENCE:

- The Bidder must have successfully completed three (03) projects related to General Plan Amendments or Municipal Commonage Planning or Encroachment Rectification or Land Regularization or Township Planning or Replanning.

CONDITIONS OF ACCEPTANCE:

- The Municipality is under no obligation to accept any proposal/tender and reserves the right to accept the whole or any part of the proposal/tender. No proposal/tenders will be considered from persons in the service of the state.
- The bidder or any of its directors/shareholders is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person

Reference letters with appointment letters in relation to the required services for General Plan Amendments, or Municipal Commonage Planning, or Encroachment Rectification, or Land Regularization, or Township Planning or Replanning projects must be attached as a proof.

NB: Key Staff personnel must be working for the bidding company. In instances where resources are proposed through subcontracting arrangements, these should be clearly identified on the bid submission and must be supported by signed sub-contracting agreements.

- **Professional Land Surveyor:** Academic Qualification: Degree or Diploma in Land Surveying / Geomatics with Proof of Professional Registration with SAGC and must have a minimum of 5 years' experience in Cadastral surveying or General Plan amendments or SG submissions or Boundary verification and Commonage surveying projects.

Bidders must submit detailed CVs with original certified (not older than 06 months) copies of the required professional qualifications and Registration or Affiliation. If the required certified copies of professional qualifications and Registration or Affiliation are not attached to the CVs, will lead to disqualification (Copy of a certified copy will not be considered).

NB: Bidders must submit a detailed methodology and implementation plan as part of their tender submission.

COMPLIANCE WITH THE TENDER SPECIFICATION: -

- Full CSD Report (Not older than one Month)
- Only the original tender document will be accepted.
- Fully Completed Tender Forms i.e. Form of Offer, all returnable MBDs (MBD1-9) –Part of the tender document. Return all returnable documents to the employer after completing them in their entirely by writing legibly in non – erasable ink.
- In the case of partnerships/consortiums/ joint venture agreement, signed agreement must be submitted with the tender document, and
- All parties/partners to the partnership/ consortium/joint venture agreement must be registered on the Central Supplier Database

prohibited from doing business with the public sector;

- The bidder has not abused the Employer's Supply Chain Management System; or failed to perform on any previous contract and has been given a written notice to this effect.
- No late, incomplete, unsigned faxed, couriered, and emailed tenders will be accepted
- The tender offer submitted shall remain valid, irrevocable and open for written acceptance by the Mnquma Local Municipality for a period of 90 days from the closing date.
- The award of the tender may be subjected to price negotiation with the preferred tenderers.
- The municipality reserves the right to extend the tender period by notice in the press and on the municipality's official website www.mnquma.gov.za

NB: Preferred bidders will be required to furnish the municipality with:

- CK/ Company registration, Certified ID Copies not older than six (06) months
- Tax Compliance Status PIN
- Certificate issued by the municipality or any other municipality to which he may be indebted to the effect that he and, in the event of the bidder being a company, also any of its directors, is not indebted to the municipality or any other municipality or municipal entity for rates, taxes and/or municipal service charges which are in arrear for a period more than **three months** and that no dispute exists between such bidder and municipality or municipal entity concerned in respect of any such arrear amounts. Bidders who reside within the Mnquma Local Municipality (MLM) jurisdiction will be verified with MLM Revenue Section.

NB: If Bidder submits Fraudulent Information, the Bidder will be Blacklisted for five years.

OBTAINING OF TENDER DOCUMENTS:
Tender documents for this project are downloadable at the municipal website: www.mnquma.gov.za and on eTender portal: https://etenders.treasury.gov.za/

TENDER SUBMISSION AND OPENING
Tenders/Proposals must be submitted by hand at Bid Box, No. 61 Blyth Street, Rev. Tiyo Soga Buililng Butterworth. 4960
Bids may only be submitted on the bid document provided by the municipality.

Tenders should be sealed, endorsed on the envelope with:

BID NUMBER: MNQ/SCM/25/26-27
PROJECT NAME: APPOINTMENT OF A SERVICE PROVIDER FOR GENERAL PLAN AMENDMENTS, ENCROACHMENT RECTIFICATION AND COMMONAGE REPLANNING

Back of the envelope with:

Company Name, address, Contact person and Contact details.

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S. Mahlasela
MUNICIPAL MANAGER