LA 1.2

5/2/1/1 2026 2027/ 120

APPOINTMENT OF A SERVICE PROVIDER TO ASSIST WITH THE VALUATION OF PORTION 1 OF THE FARM PALMIETFONTEIN 706 KS MEASURING 255,2465 HA. GERARD MARITZ PIENAAR CLAIM

CLOSING DATE	**: 27/11/2026**
TIME	**: 11:00 am**
Delivery address	
	:HANS DELIVERED TO
	:70 HANS VANS RENSBURG
	:POLOKWANE

TECHNICAL ENQUIRIES	**: MR. THEMBA MASHABANE**
TEL	**:082 562 5756, 079 493 5726**
EMAIL	**: Thembinkosi.mashabane@dlrrd.gov.za**

BID RELATED ENQUIRIES	**: TSHEGOFATSO MOTIANG**
TEL	**: 015 495 1853**
EMAIL	**: tshegofatso.motiang@dlrrd.gov.za**

LA 1.1

land reform & rural development

Department:
Land Reform and Rural Development
REPUBLIC OF SOUTH AFRICA

PROVINCIAL SHARE SERVICE CENTRE: LIMPOPO
Private Bag 9552, Polokwane, 0700, 70 Hans Van Rensburg, (015) 495 1853, Private Bag X9312, Polokwane , 0700

YOU ARE HEREBY INVITED TO BID TO THE DEPARTMENT OF RURAL DEVELOPMENT AND LAND REFORM

QUOTATION NUMBER: 5/2/1/1 2026 2027/ 120

CLOSING TIME: 11:00 AM **CLOSING DATE:** 27/11/2026

BIDS RECEIVED AFTER THE CLOSING TIME AND DATE AS A RULE WILL NOT BE ACCEPTED FOR CONSIDERATION

1. Kindly furnish us with a bid for services shown on the attached forms.

2. Attached please find the General Contract Conditions (GCC), Authority to sign the Standard Bidding Documents (SBD) on behalf of an entity, SBD1, pricing schedule, SBD6.1, SBD 7.2, terms of reference.

3. If you are a sole agent or sole supplier you should indicate your market price after discount to your other clients or if that is not possible your percentage net profit before tax, in order to decide whether the price quoted is fair and reasonable.

4. The attached forms must be completed in detail and returned with your bid. Bid document must be submitted in a sealed envelope stipulating the following information: Name and Address of the bidder, Bid number and closing date of bid. ***(failure to comply will disqualify your proposal)***

Yours faithfully

SIGNED
BIDS MANAGEMENT
DATE:

LA 1.3

MAP TO BIDDER BOX (B BOX)

LP 5/2/1/1 2026 2027/ 120 CLOSING DATE: 27 NOVEMBER 2026 AT 11:00 AM

YOU ARE HEREBY INVITED TO BID TO THE GOVERNMENT OF THE REPUBLIC OF SOUTH AFRICA (DEPARTMENT OF LAND REFORM AND RURAL DEVELOPMENT)

BIDS RECEIVED AFTER THE CLOSING TIME AND DATE ARE LATE AND WILL AS A RULE NOT BE ACCEPTED FOR CONSIDERATION.

THE SBD 1 FORM MUST BE SIGNED IN THE ORIGINAL AND WITH BLACK INK

SUBMIT ALL BIDS ON THE OFFICIAL FORMS – DO NOT RETYPE.

HAND DELIVER TO:
DEPARTMENT OF LAND REFORM AND RURAL DEVELOPMENT
70 HANS VAN RENSBURG
1ST FLOOR
POLOKWANE

BIDDERS SHOULD ENSURE THAT BIDS ARE EMAILED TIMEOUSLY TO THE CORRECT ADDRESS

PART A
INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (*DEPARTMENT OF RURAL DEVELOPMENT AND LAND REFORM*)					
QUOTATION NUMBER:	5/2/1/1 2026 2027/ 120	CLOSING DATE: 27/11/2026	**Validity: Please quote must be valid for 60 days on the closing date**	CLOSING TIME:	11:00 am
DESCRIPTION	**APPOINTMENT OF A SERVICE PROVIDER TO ASSIST WITH THE VALUATION OF PORTION 1 OF THE FARM PALMIETFONTEIN 706 KS MEASURING 255,2465 HA. GERARD MARITZ PIENAAR CLAIM**				

BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT *(STREET ADDRESS)*

70 Hans van Rensburg
Polokwane

BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO		**TECHNICAL ENQUIRIES MAY BE DIRECTED TO:**	
CONTACT PERSON	**Tshegofatso Motiang**	CONTACT PERSON	MR. THEMBA MASHABANE
TELEPHONE NUMBER	**015 495 1853**	TELEPHONE NUMBER	082 562 5756, 079 493 5726
E-MAIL ADDRESS	**tshegofatso.motiang@dlrrd.gov.za**	E-MAIL ADDRESS	**Thembinkosi.mashabane@dlrrd.gov.za**

SUPPLIER INFORMATION

NAME OF BIDDER				
POSTAL ADDRESS				
STREET ADDRESS				
TELEPHONE NUMBER	CODE		NUMBER	
CELLPHONE NUMBER				
FACSIMILE NUMBER	CODE		NUMBER	
E-MAIL ADDRESS				
VAT REGISTRATION NUMBER				
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		**OR** CENTRAL SUPPLIER DATABASE No:	MAAA
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] ☐ Yes ☐ No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	[TICK APPLICABLE BOX] ☐ Yes ☐ No

[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]

ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	☐Yes ☐No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR **THE GOODS /SERVICES /WORKS OFFERED?**	☐Yes ☐No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]

QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	☐ YES ☐ NO
DOES THE ENTITY HAVE A BRANCH IN THE RSA?	☐ YES ☐ NO
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	☐ YES ☐ NO
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	☐ YES ☐ NO
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	☐ YES ☐ NO

IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.

PART B
TERMS AND CONDITIONS FOR BIDDING

1.	**BID SUBMISSION:**
1.1.	BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2.	**ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED–(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.**
1.3.	THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
1.4.	**THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).**
2.	**TAX COMPLIANCE REQUIREMENTS**
2.1	BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2	BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3	APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
2.4	BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.5	IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.6	WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
2.7	NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SIGNATURE OF BIDDER: ……

CAPACITY UNDER WHICH THIS BID IS SIGNED: ……
(Proof of authority must be submitted e.g. company resolution)

DATE: ……...

BIDDER'S DISCLOSURE **SBD4**

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest1 in the enterprise,employed by the state? **YES/NO**

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:
……
……

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

2.3.1 If so, furnish particulars:
……
……

[1] the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

3 DECLARATION

I, the undersigned, (name)…
.....
In submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

3.1 I have read and I understand the contents of this disclosure;
3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium2 will not be construed as collusive bidding.
3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.
I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

…… ……
Signature Date

…… …… Position
Name of bidder

2 Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill, and knowledge in an activity for the execution of a contract.

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

PRICE QUOTATION PROCESS (UP TO R 1 MILLION)

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

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1. DEFINITIONS

(a) **"tender"** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;

(b) **"price"** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;

(c) **"rand value"** means the total estimated value of a contract in Rand, calculated at the time of tender invitation, and includes all applicable taxes;

(d) **"tender for income-generating contracts"** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions;

(e) **"the Act"** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000); and

(f) "Historically Disadvantaged individuals" means a person historically disadvantaged by unfair discrimination on the basis of race: Provided that a person historically disadvantaged on the basis of race refers to Africans, Coloureds, Indians and people of Chinese descent who are South African citizens by birth or descent; or who became citizens of the Republic of South Africa by Naturalisation -

- Before 27 April 1994; or
- On or after 27 April 1994 and who would have been entitled to acquire citizenship by naturalization prior to that date.

2. GENERAL CONDITIONS

2.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and

2.2 **To be completed by the organ of state**

a) The applicable preference point system for this tender is the 80/20 preference point system.

b) 80/20 preference point system will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

2.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

(a) Price; and

(b) Specific Goals.

2.4 **To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	**100**

2.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

2.6 Tenderers that fail to claim points for specific goals or that fail to fully complete the table in paragraph 2.12 below, will not be awarded points for specific goals.

2.7 Tenderers that make a calculation error when claiming points as per the table in paragraph 2.12 below, will not be awarded points for specific goals. Please take note of the examples on how to calculate points for specific goals as per paragraph 2.12 below.

2.8 Tenderers that fail to submit the correct SBD 6.1 form as issued by the Department of Agriculture, Land Reform and Rural Development, will not be awarded points for specific goals.

2.9 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2.10 Tenderers who wish to claim points in terms of the table in paragraph 2.12 below need to provide proof for each point claimed as guided below:

2.10.1 Historically Disadvantaged individuals (HDI):

- A**ttach a copy of Identity Document (ID) and company registration document.**

2.10.2 Who is female:

- **Attach a copy of Identity Document (ID) and company registration document.**

2.10.3 Who has a disability:

- **Attach a certified copy or original doctor's letter confirming the disability.**

2.10.4 Who is youth (a person that is not older than 35 years on the closing date of a bid):

- **Attach a copy of Identity Document (ID) and company registration document.**

2.11 The Department will use the Central Supplier Database and documents submitted by the tenderer to verify the points claimed for specific goals.

2.12 **Specific goals for the tender and points claimed are indicated per the table below.**

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.

***Note to tenderers: The tenderer must indicate how they claim points for each preference point system.*)**

The specific goals allocated points in terms of this tender	**Number of points allocated (80/20 system)**	**Percentage ownership equity (To be completed by the tenderer)**	**Number of points claimed (80/20 system) (To be completed by the tenderer)**
I. HDI	10		
II. Who is female	5		
III. Who has a disability	2		
IV. Specific goal: Who is youth	3		

The number of points claimed for specific goals, are calculated as follow:

(I) A maximum of 10 points may be allocated to tenderers who had no franchise in national elections before the 1983 and 1993 Constitution, on the following basis:

- **Percentage ownership equity** x 10 ÷ 100 = number of points claimed.

(II) A maximum of 5 points may be allocated for to tenderers who is female, on the following basis:

- **Percentage ownership equity** x 5 ÷ 100 = number of points claimed.

(III) A maximum of 2 points may be allocated to tenderers who has a disability, on the following basis:

- **Percentage ownership equity** x 2 ÷ 100 = number of points claimed.

(IV) A maximum of 3 points may be allocated to tenderers who are youth, on the following basis:

- **Percentage ownership equity** x 3 ÷ 100 = number of points claimed.

2.13 It is important to note that failure by a tenderer to complete the table in paragraph 2.12 in full, will result in points for specific goals not to be allocated.

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 PREFERENCE POINT SYSTEMS

A maximum of 80 points is allocated for price on the following basis:

80/20

$$Ps = 80\left(1 - \frac{Pt - P\,min}{P\,min}\right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

A maximum of 80 points is allocated for price on the following basis:

80/20

$$Ps = 80\left(1 + \frac{Pt - P\,max}{P\,max}\right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in the table in paragraph 2.12 above as may be supported by proof/ documentation stated in the conditions of this tender.

4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—

(a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or

(b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

4.3 A consortium or joint venture may, based on the percentage of the contract value managed or executed by their members, be entitled to claim points in respect of specific contract participation goals.

4.4 A tenderer will not be awarded points for HDI if it is indicated in the tender documents that such a tenderer intends sub-contracting more than 25% of the value of the contract to any other enterprise that does not qualify for the same number or more points for equity ownership.

4.5 A tenderer awarded a contract as a result of preference for contracting with, or providing equity ownership to a HDI, may not subcontract more than 25% of the value of the contract to a tenderer who is not a HDI or does not qualify for the same number or more preference for equity ownership.

5. SUB-CONTRACTING

5.1 Will any portion of the contract be sub-contracted?
(***Tick applicable box***)

YES		NO	

5.1.1 If yes, indicate:

i) What percentage of the contract will be subcontracted: ...……%

ii) The name of the sub-contractor: ……..

iii) Points claimed for HDI by the sub-contractor: .....……..

6. DECLARATION WITH REGARD TO COMPANY/FIRM

6.1. Name of company/firm: ……...

6.2. Company registration number: …….....

6.3. TYPE OF COMPANY/ FIRM

- Partnership/Joint Venture / Consortium
- One-person business/sole propriety
- Close corporation
- Public Company
- Personal Liability Company
- (Pty) Limited
- Non-Profit Company
- State Owned Company

[TICK APPLICABLE BOX]

6.4. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

i) The information furnished is true and correct;

ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;

iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;

iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –

(a) disqualify the person from the tendering process;

(b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;

(c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;

(d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and

(e) forward the matter for criminal prosecution, if deemed necessary.

…… **SIGNATURE(S) OF TENDERER(S)**
SURNAME AND NAME: ……
DATE: ……
ADDRESS: ……
……

CONTRACT FORM - RENDERING OF SERVICES

THIS FORM MUST BE FILLED IN DUPLICATE BY BOTH THE SERVICE PROVIDER (PART 1) AND THE PURCHASER (PART 2). BOTH FORMS MUST BE SIGNED IN THE ORIGINAL SO THAT THE SERVICE PROVIDER AND THE PURCHASER WOULD BE IN POSSESSION OF ORIGINALLY SIGNED CONTRACTS FOR THEIR RESPECTIVE RECORDS.

PART 1 (TO BE FILLED IN BY THE SERVICE PROVIDER)

1. I hereby undertake to render services described in the attached bidding documents to (name of the institution)……. in accordance with the requirements and task directives / proposals specifications stipulated in Bid Number…….…….. at the price/s quoted. My offer/s remain binding upon me and open for acceptance by the Purchaser during the validity period indicated and calculated from the closing date of the bid .

2. The following documents shall be deemed to form and be read and construed as part of this agreement:

   (i) Bidding documents, *viz*
   - Invitation to bid;
   - Proof of tax compliance status;
   - Pricing schedule(s);
   - Filled in task directive/proposal;
   - Preference claim form for Preferential Procurement in terms of the Preferential Procurement Regulations;
   - Bidder's Disclosure form;
   - Special Conditions of Contract;

   (ii) General Conditions of Contract; and

   (iii) Other (specify)

3. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the services specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.

4. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfillment of this contract.

5. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.

6. I confirm that I am duly authorised to sign this contract.

NAME (PRINT) …….

CAPACITY …….

SIGNATURE …….

NAME OF FIRM …….

DATE …….

WITNESSES

1 ……..…….

2 ……..…….

DATE: ……..

CONTRACT FORM - RENDERING OF SERVICES

PART 2 (TO BE FILLED IN BY THE PURCHASER)

1. I……. in my capacity as……...…….. accept your bid under reference number ……dated……for the rendering of services indicated hereunder and/or further specified in the annexure(s).

2. An official order indicating service delivery instructions is forthcoming.

3. I undertake to make payment for the services rendered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice.

DESCRIPTION OF SERVICE	**PRICE (ALL APPLICABLE TAXES INCLUDED)**	**COMPLETION DATE**	**TOTAL PREFERENCE POINTS CLAIMED**	**POINTS CLAIMED FOR EACH SPECIFIC GOAL**

4. I confirm that I am duly authorised to sign this contract.

SIGNED AT ……ON……..

NAME (PRINT) …….

SIGNATURE ……

OFFICIAL STAMP

WITNESSES

1 ….…….

2 …..…….

DATE: ……..

OFFICE OF THE VALUER GENERAL

TERMS OF REFERENCE FOR THE APPOINTMENT OF A SERVICE PROVIDER TO ASSIST THE OFFICE OF THE VALUER GENERAL (OVG) WITH VALUATION SERVICES

1. INTRODUCTION AND BACKGROUND

The Office of the Valuer General ('the OVG') is a public entity, created in terms of the Property Valuation Act No. 17 of 2014 ('the Act'). The OVG procures the services of a professional valuer registered with the South African Council for the Property Valuers Profession established by Section 2 of the Property Valuers Profession Act, 2000 (Act No. 47 of 2000) (hereafter referred to as SACPVP) to conduct valuations on property(ies) with the purpose of determining its (their) current value in line with Section 25(3) of the Constitution of 1996 and Sections 12(a) 15(2) of the Property Valuation Act.

2. PROPERTY DESCRIPTION AND LOCATION

2.1 Property details

Province	Limpopo
Administrative District / Registration Division	Sekhukhune KS
Local Municipality	Ephraim Mogale
Unit	Portion 1 of the farm Palmietfontein 708 KS.
Land Use at the date of dispossession	Residential & Grazing
Year of dispossession	1981
Project Name	Gerard Maritz Pienaar: KRP 11181
Property/Farm Size	Portion 1 of the farm Palmietfontein 708 KS measuring 255.2465 ha.
Project Officer	Themba Mashabane
Note: The successful bidder is required to reflect the File Reference Number and the Bid Number, indicated above, on the cover of his/her report.	

NB: **Farm portions should be valued separate**

2.2. The property mentioned in the table on paragraph 2.1 is situated in the Ephraim Mogale Local Municipality of Sekhukhune District, Limpopo Province.

3. PROJECT PURPOSE

TERMS OF REFERENCE FOR THE APPOINTMENT OF A SERVICE PROVIDER TO ASSIST THE OFFICE OF THE VALUER-GENERAL (OVG) WITH VALUATION SERVICES

The property(ies) described in 2.1 have to be valued in line with **Section 12 1(a) of the PVA (land reform purposes).** The valuer must provide a complete valuation report for the subject property.

4. TERMS OF REFERENCE

4.1 The primary aim of the valuation exercise is to provide the OVG with the required information in the valuation report that will give guidance and assistance to the clients of the OVG in negotiations with the claimant for settling the land claim.

4.2 If there were any **improvements** which must be taken into account, these should be valued separately, and explaining the valuation methods used to value these.

4.2.1 If the subject property was used for **grazing, arable land for residential purpose, burial rights as well as religious and cultural practices,** and improved, the improvement must be valued together with the land.

The Valuer must report and attach value to the factor listed below

4.3 The **market value of the property;(''market value''** means the estimated amount for which the property should exchange on the valuation date between a willing buyer and a willing seller in an arm's length transaction after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion: Provided that in determining market value for purposes of section 12(1)(a), prices paid by the State for any acquisition of property must be excluded: Provided further that in the event that no other credible data is available, prices paid by the State for any acquisition of property may be considered)

NB: VALUERS MUST NOT RESPOND TO THE REQUEST FOR QUOTATION SHOULD THEY NOT BE IN A POSITION TO COMPLY WITH THE REQUIREMENTS ABOVE. PENALITIES WILL BE IMPOSED SHOULD THIS REQUIREMENT BE IGNORED.

4.4 The valuer is required to:-

4.4.1 Make prior arrangements with the landowners before visiting the property in line with the **Notice of Inspection**.(In terms of section 4(3) of the Regulations, an authorized valuer **must deliver a written notice** to the owner or person in charge of the subject property, **at least 14 calendar days prior to the proposed date of inspection UNLESS** there's an agreement for an earlier date, containing all relevant information ie full legal description of the property and **prove of appointment by the Valuer-General)**

4.4.2 State the extent of the process of collecting, confirming and reporting data.

4.4.4 Collect, verify, analyse and reconcile data as are available in support of his/her conclusion

4.4.5 Include and explain all calculations showing how data (e.g. comparable sales) have been applied. Applicability of comparable sales, reasons for acceptance or rejection of data and final adjustments must be included.

4.4.6 Describe the information considered, the procedures followed and the reasoning that supports the analyses, opinions and conclusions.

4.4.7 Be prepared to present the findings of the report to any organ or body that the OVG may nominated.

5. OUTCOME / DELIVERABLES

The valuer is expected to cover all the items listed in 5, in the report.

5.1 Title Deed Information and other relevant information

- Title deed (Number, date registered and office of registration)
- Full description of property(s) as per Title Deed.
- Registered owner(s) from the first registration date of the subject property.
- Extent of property
- Date of acquisition by current owner
- Purchase price (any subsequent changes)
- Current Mortgage Bonds
- All relevant title conditions (including servitudes, endorsement and caveats)
- Existing lease agreements or other registered land rights
- Mineral rights (if applicable)
- Any unregistered rights and how it impacts on value
- The confirmation of water use entitlement from the Department of Water and Sanitation.
- The valuer must indicate if the farm is operating as single unit.
- Surveyor-General's diagram of property.

5.2 Certificate of Value

- Assumption and limiting conditions
- Certificate of Value
- Sign the valuation report and the Certificate as follows; his/ her name and surname, signature, registration number and registration category of the SACPVP.

5.3 Physical description of the property

- Situation
- Nature of surrounding neighborhood/ area
- Distances from important points
- Availability of services and amenities
- Historical background, if applicable
- Features of property, including topography, soil types, shape, etc.
- Climatic conditions and water supply, if applicable
- Buildings and other improvements-herewith a detailed discussion of improvements is necessary, including Gross Building Areas, age and condition.

5.4 Establishment of comparable sales:

The valuer should indicate comparable factors and comparable properties:

- Indicate the scope of the deeds search in terms of radius and time frame of sales
- Include a list of all comparable sales and not only selected sales with which subject property has been compared
- Comparable properties, Explain why certain sales were excluded from further analysis
- Indicate how market data were interpreted, adjusted and applied
- Comparable price per hectare for different kinds of land use
- Detailed discussion on the following:
    - Full names, period of service, number of households of labourers/ tenants
    - Whether there are illegal occupants or not.
    - Market identification of property - potential and highest and best use
    - Market conditions

NOTE: All sales of properties acquired by the State must be excluded for comparative purposes; provided further that in the event of insufficient sales, such transactions involving acquisition of properties by the State may be considered on condition that it is clearly indicated as such.

5.5 Application of comparable sales:

- Explain Method of valuation and applicability
- Motivation including all calculations showing how comparable sales have been adjusted and applied.
- Value conclusion and Certificate of Value;
- The Certificate of Value (or Valuers Certificate, Valuation Certificate, etc.) is a statement to the effect that the valuer has reached his or her conclusion on the basis of considering all relevant factors, subject to stated assumptions and limiting conditions, and without prejudice due to any present or contemplated interest in the properties or the outcome of the valuation.

5.6 Summary, conclusions, and reconciliation

Apply market data adjusted or unadjusted as preferred and motivate best-effort opinion whether under the circumstances the property would sell at all if put up for sale in the market.

6. VALUATION REPORT STRUCTURE

Finally, the OVG'S valuation report should be as follows:

- Title page
- Table of contents
- Instruction
- Definitions
- Purpose of the valuation

- Date of inspection
- Date of Valuation and the Effective date of valuation
- Valuation Methodology and approach
- The market value research
- Valuation analysis
- Motivation of value
- Calculation of market value
- Conclusion on estimate of value
- Statement of the limiting conditions
- An executive summary (Valuation Certificate)
- Signature of valuer

6.1 Annexure covering at least the following Certificate of value

- Locality map of the subject property and comparable properties
- SG Diagram of subject property
- Copy of original title deed(s)
- Photographs (Preferably in colour where possible)
- Copies of all the relevant documents

7. FURTHER INSTRUCTIONS

7.1 The Valuer will present and defend the valuation report in any court of law, should it be necessary.

7.2 The Valuer will work in close cooperation with the Project Coordinator and/or any designated OVG Valuer responsible for managing the project and inform them of any developments on weekly basis.

7.3 The Valuer will be called upon by the OVG and/or any designated official whenever it is necessary to further explain the valuation report as part of **the service without any extra charge.**

7.4 The Valuer should submit in colour, a soft copy of the valuation report to this email address: **vg@ovg.org.za**

7.5 The Valuer should submit in colour, a hard copy of the valuation report to this address:
Attention: **3rd Floor, 267 Praetor Building, Lillian Ngoyi Str**
The valuer must submit a site visit certificate signed off by the valuer and the property owner, with witnesses (if any) as proof of site visit.

7.6 Attach his/ her certificate of registration with the SACPVP as well as the current financial year's registration card as proof of good standing.

7.7 The Valuer should not pay or receive any payment in respect of the OVG tender/ bid or upon submission of the report without being issued any official receipt. All payment to be as per paragraph 10 below.

7.8 The Valuer will be called upon by the OVG and/or any designated official whenever it is necessary to **further re-value or rectify valuations for the same property/ies due to either changed circumstances or errors made such amendment should be made within 2 days.**

7.9 The Valuer will engage and agree with the Project Coordinator and /or any designated OVG

Valuer responsible for managing the project, prior to finalizing the valuation report.

7.10 The Valuer to provide the contact details of the owner in the valuation report.

8. CONFIDENTIALITY

No material or information derived from the provision of the services under the contract may be used for any other purpose except for those of the OVG, except where duly authorized to do so in writing by the OVG.

Copyright in respect of all documents and data prepared or developed for the purpose of the project by the Service Provider shall be vested in OVG.

The successful Service Provider agrees to keep confidential all records and information of, or related to the project and not disclose such records or information to any third party or owner without the prior written consent of OVG.

9. PAYMENT

Payment will be made in full once the services rendered have been completed and accepted by the office.
The service provider will produce an invoice after the valuation report has been discussed with and accepted by the OVG valuers.
Payments will be made within 30 days from the date of receipt of valid invoice.

10. PRICING

Total amount of the quotation must be fixed and inclusive of VAT. If registered as VAT vendor provide the fee, VAT and total amount.

11. TIME FRAME

The appointed service provider is required to complete the work within 30 working days from the date of appointment.

The contract is for a specific time framework and all the service providers are expected to adhere to the specific time frame frames stipulated in the contract. The contract may be extended in the event it is not feasible to conclude the task within the stipulated time frame. However, the extension must be agreed to between the parties and reduced to in writing.

12. MANDATORY REQUIREMENTS

The following requirements are mandatory. Failure to complete, submit/attach proof of following requirements with the quotation will disqualify the bidder’s quotation.

12.1 The service provider must complete a pricing schedule for each quoted item.

13. MANAGEMENT OF THE PROJECT

The Project Manager will manage the project. The responsible Project Coordinator of the area will manage facilitation and monitoring of information for service providers. The OVG assumes total accountability, and therefore authorises all expenditure for the project. All such expenses should be documented by the OVG.

The requested valuation reports and invoice should be delivered to the Manager of the Supply Chain Management Unit.

14. PENALTIES

14.1 If the valuer fails to perform as desired in any of the paragraphs, listed in this terms of reference, the report will not be accepted and no payment whatsoever will be made to the valuer/service provider.

14.2 If the valuer fails to meet the time-frame stipulated by the OVG, the OVG reserves the right to deduct 5% of the quoted amount after every five (5) working days. The latter five (5) percent will be deducted every five working days from the last day of the timeframe stipulated by the OVG.

14.3 Notwithstanding 14.2 above, the OVG reserves the right to rescind the contract without any payment, if there is a breach of any of the paragraphs in this document. In that event, the valuer must be given a notice of two working days that the OVG intends to terminate the contract.

15. IMPOSSIBILITY OF PERFOMANCE

In the event that there is non-performance due to matters beyond any parties' control, both parties waive any claims against each other.

16. EVALUATION CRITERIA

Bids will be evaluated in terms of 80/20 preference points system as prescribed in the Preferential Procurement Regulations 2017. The Preferential Procurement Framework Act/ Preferential Procurement Regulations prescribe that the lowest acceptable bid will score 80 points for price and 20 points will be awarded to a bidder for attaining the B-BBEE in accordance with a status level of contribution.

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Date:

Owners contact details.

Stateland

Portion 1 of the farm Palmietfontein 708 KS

Limpopo Provincial Government