



co-operative governance,
human settlements & traditional affairs
MPUMALANGA PROVINCE
REPUBLIC OF SOUTH AFRICA

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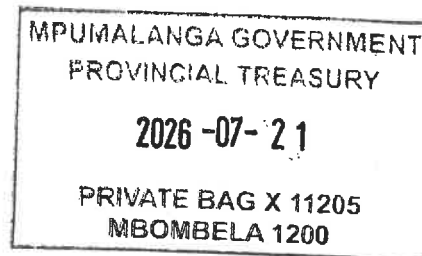
Litiko Letekubusa
Ngekubambisana
Tekuhlaliswa Kwebantfu
Netendzabuko

Departement van
Samewerkende Regering
Menslike Nedersettings
en Tradisionele Sake

UmNyango weTjhebiswano
laboRhutumende
zokuHlaliswa kwabantu
neenDaba zenDabuko

Enq: Mr. T.C. Mashile
Tel: 013 766 6449

The Head Official
Provincial Treasury
Mpumalanga Provincial Treasury
Private Bag x11246
NELSPRUIT
1200



Attention: Ms. G. Mashiteng

SUBJECT: ERRATUM FOR BID ADVERTISED IN THE PROVINCIAL BID BULLETIN: VOLUME NO 360 FOR JULY 2026, BID NO: COGHSTA/031/26/MP AND COGHSTA/032/26/MP

Dear Sir/Madam

1. PURPOSE

The Department hereby requests to place an erratum for Bid number: **COGHSTA/031/26/MP** and **COGHSTA/032/26/MP** in the provincial bid bulletin and where possible in the national and provincial print media in respect of the below mentioned services: -

2. DESCRIPTION OF THE BID

- 2.1 **COGHSTA/031/26/MP**: "Appointment of a service provider(s) into a panel of registered town and regional planning firms to provide professional services for the provincial Department of Co-operative Governance, Human Settlements and Traditional Affairs for a period of three (3) years in Mpumalanga.
- 2.2 **COGHSTA/032/26/MP**: "Appointment of a service provider(s) for the provision of consulting services in research and programme evaluation projects under different COGHSTA programmes for the Department of Co-operative Governance, Human Settlements and Traditional Affairs for a period of three (3) years in all the municipalities of all the three (3) districts of Mpumalanga Province.

3. DESCRIPTIONS OF THE ERRATUM

Bidders are to note the following changes and include them in their bid documents.

3.1. COGHSTA/031/26/MP: "Appointment of a service provider(s) into a panel of registered town and regional planning firms to provide professional services for the provincial Department of Co-operative Governance, Human Settlements and Traditional Affairs for a period of three (3) years in Mpumalanga.

CHANGE OF POINTS UNDER EVALUATION CRITERIA FOR THE FOLLOWING

HUMAN SETTLEMENT PLANNING

- Planning team composition

See attached revised Evaluation Criteria table

SPATIAL PLANNING PROJECTS

- Experience in relation to similar planning work for team leader and GIS Professional
- Experience in projects involved with

See attached revised Evaluation Criteria table

LAND USE MANAGEMENT

- Experience in relation to similar planning work for team leader and GIS Professional
- Experience in projects involved with
- Quality and performance

See attached revised Evaluation Criteria table

3.2 COGHSTA/032/26/MP: "Appointment of a service provider(s) for the provision of consulting services in research and programme evaluation projects under different COGHSTA programmes for the Department of Co-operative Governance, Human Settlements and Traditional Affairs for a period of three (3) years in all the municipalities of all the three (3) districts of Mpumalanga Province.

CHANGE OF POINTS UNDER EVALUATION CRITERIA

- Structure and methodology to be followed
- Team and company profile
- Previous experience in similar Social Science Research

See attached revised Evaluation Criteria table

CHANGE IN SDB 6.1 (PAGE 1)

- Error in preference points system allocation of **90/10** should be changed to **80/20**

See attached SDB. 6.1. (Page 1)

NB: Bidders are advised to attach the erratum documents on their bid documents.

Kind regards,



MR. CM. CHUNDA

(A) SUPERINTENDENT/ HEAD: CO-OPERATIVE GOVERNANCE,
HUMAN SETTLEMENTS AND TRADITIONAL AFFAIRS

20/07/26
DATE

PHASE 2: FUNCTIONALITY EVALUATION

HUMAN SETTLEMENTS PLANNING

EVALUATION CRITERIA

The minimum qualifying threshold for functionality shall be **75 Points**

FUNCTIONAL CRITERIA:	WEIGHTING FACTOR
EXPERIENCE IN RELATION TO SIMILAR WORK PLANNING WORK: Town and Regional planning company with minimum of 10 years' experience in the following areas: Attach a list of COMPLETED SIMILAR PROJECTS WITH VALID APPOINTMENT LETTERS/ REFERENCE LETTERS/ PROOF OF COMPLETION. • TOWNSHIP ESTABLISHMENT APPLICATIONS [GREENFILED AND IN-SITU UPGRADING] (15 POINTS) -3 Points per appointment letter • REZONING AND SUBDIVISION APPLICATION (7.5 POINTS) -2.5 Points per appointment letter • INFORMAL SETTLEMENTS UPGRADING PLANS / INTERIM UPGRADING PLANS (7.5 POINTS) -2.5 Points per appointment letter • HUMAN SETTLEMENTS PRIORITY DEVELOPMENT PLANS (5 POINTS) -1 Point per appointment letter • PROVINCIAL AND MUNICIPAL INFORMAL SETTLEMENTS UPGRADING STRATEGIES (5 POINTS) -5 Points per appointment letter • HUMAN SETTLEMENTS MASTER PLANS (4 POINTS) -4 Points per appointment letter • HUMAN SETTLEMENTS CHAPTERS (7 POINTS) -2.5 Point per appointment letter • HUMAN SETTLEMENTS FEASIBILITY STUDIES (5 POINTS) -1 point per appointment letter • RELOCATION PLANS (4 POINTS)	60

4 Point per appointment letter	
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PLANNING TEAM COMPOSITION

A lead Professional / Technical Planner registered with the South African Council for Planners (SACPLAN) with at least 15 years' **post registration** experience and a supporting Town Planning team (Attach Company profile with an organogram, updated CV's, copies of qualification, ID copies and valid proof of registration and a letter of good standing with (SACPLAN).

Lead Technical / Professional Planner with minimum **15 years' post registration experience = 15 points**

or

Lead Technical / Professional Planner with minimum **10 years' post registration experience = 10 points**

or

Lead Technical / Professional Planner with minimum **5 years' post registration experience = 5 points**

Team composition

- **3x Professional planners = 12 points**
- **1x Candidate planners = 3 points**

30

Location of service providers: The company (main tenderer) should be in provinces adjacent to **Mpumalanga Province**. Rates Account in the name of the Bidder not older than ninety (90) days must be submitted

The submission of a Rates Account not older than 90 days or; proof of rates and taxes certificate with a current bill of account in the name of the Bidder not older than ninety 90

The submission of proof of rates and taxes certificate with a current bill of account older than ninety 90 days from the tender advertisement date will be scored zero =0

The non-submission of a proof of rates and taxes certificate with a current bill of account not older than ninety 90 days from the tender advertisement date will be scored zero (0)

MP=10 Points

RSA= 5 Points

10

TOTAL

100 POINTS

PHASE 2: FUNCTIONALITY EVALUATION

SPATIAL PLANNING PROJECTS

EVALUATION CRITERIA

The minimum qualifying threshold for functionality shall be **75 Points**

FUNCTIONAL CRITERIA:	WEIGHTING FACTOR										
EXPERIENCE IN RELATION TO SIMILAR PLANNING WORK: Team Leader - The team leader must be registered as a Professional Town Planner with SACPLAN (in good standing) with a minimum of 10 years' post registration experience in managing and coordinating spatial planning projects. - Attach CV of the team leader clearly indicating a detailed profile of the previous work experience and contactable references (list names and contact details – cell phone/ telephone numbers and e-mail addresses). - A valid SACPLAN registration certificate should be submitted. The Department reserves the right to verify registration details with SACPLAN. - Team leader will be evaluated on the years of post-registration experience as follows: <table><tr><th>Experience of team leader</th><th>Points</th></tr><tr><td>More than 16 years and above</td><td>30</td></tr><tr><td>More than 14 up to 16 years</td><td>25</td></tr><tr><td>More than 12 up to 14 years</td><td>20</td></tr><tr><td>10 up to 12 years</td><td>15</td></tr></table>	Experience of team leader	Points	More than 16 years and above	30	More than 14 up to 16 years	25	More than 12 up to 14 years	20	10 up to 12 years	15	30
Experience of team leader	Points										
More than 16 years and above	30										
More than 14 up to 16 years	25										
More than 12 up to 14 years	20										
10 up to 12 years	15										

GIS Professional

- A Professional GISc Practitioner, registered with SAGC (previously PLATO), with a minimum of 6 years' experience (post registration experience) in the field of service provided
- Attach CV of GIS Professional clearly indicating a detailed profile of the previous work experience and contactable references (list names and contact details – cell phone/ telephone numbers and e-mail addresses).
- The GIS Professional will be evaluated on the years of post-registration experience as follows:

Experience of team leader	Points
10 years and above	25
More than 8 up to 10 years	20
6 up to 8 years	15

25**PROJECTS INVOLVED WITH:**

Number of comparable projects currently engaged in and/or completed during the past **10 years** by the service provider.

Bidder must provide sufficient proof of previously completed projects in the form of valid and signed appointment letters/signed reference/completion letters. The contact details of references must be submitted with the tender.

(Comparable projects include at least the following: Provincial SDF, Regional SDF, Municipal SDF, Local SDF and Spatial Plans)

Number of projects	Points
5 or more projects	35
3 to 4 projects	30
2 projects	20
1 project	10

35

Location of service providers: The company (main tenderer) should be in provinces adjacent to **Mpumalanga Province**. Rates Account in the name of the Bidder not older than ninety (90) days must be submitted

The submission of a Rates Account not older than 90 days or; proof of rates and taxes certificate with a current bill of account in the name of the Bidder not older than ninety 90 The submission of proof of rates and taxes certificate with a current bill of account older than ninety 90 days from the tender advertisement date will be scored zero =0 The non-submission of a proof of rates and taxes certificate with a current bill of account not older than ninety 90 days from the tender advertisement date will be scored zero (0) MP=10 Points RSA= 5 Points	10
TOTAL	100 POINTS

PHASE 2: FUNCTIONALITY EVALUATION

LAND USE MANAGEMENT

EVALUATION CRITERIA

The minimum qualifying threshold for functionality shall be **75 Points**

FUNCTIONAL CRITERIA:	WEIGHTING FACTOR										
EXPERIENCE IN RELATION TO SIMILAR WORK PLANNING WORK: Town and Regional Planning company with required experience in land use management projects (Land Use Schemes, land use policy development and other land use management projects i.e. land use and land development projects, both in respect of principles and/or other staff (professional; technical and/or administrative). Relevant information must be contained in curriculum/curricula vitae submitted with the tender together with proof of professional registration of project team members. <table><tr><th>Experience of company</th><th>Points</th></tr><tr><td>9 years or more</td><td>30</td></tr><tr><td>7 years or more</td><td>25</td></tr><tr><td>5 years or more</td><td>15</td></tr><tr><td>3 years or more</td><td>10</td></tr></table>	Experience of company	Points	9 years or more	30	7 years or more	25	5 years or more	15	3 years or more	10	30
Experience of company	Points										
9 years or more	30										
7 years or more	25										
5 years or more	15										
3 years or more	10										

PROJECTS INVOLVED WITH: Number of comparable projects currently engaged in and/or completed during the past 10 years by the service provider. The schedule of previous similar projects describing the projects, year of implementation and the contact details of references must be submitted with the tender. (Comparable projects include at least the following: Land Use Schemes, land use policy development and other land use management projects i.e. land use and land development projects) <table><tr><th>Number of projects</th><th>Points</th></tr><tr><td>5 or more projects</td><td>30</td></tr><tr><td>3 to 4 projects</td><td>25</td></tr></table>	Number of projects	Points	5 or more projects	30	3 to 4 projects	25	30
Number of projects	Points						
5 or more projects	30						
3 to 4 projects	25						

2 projects	20
1 project	10

Requires the completion of the “**Quality of experience and performance of the service provider on comparable projects during the past 10 years**”, **table forms part of the returnable list.**

Quality and performance:

Quality of experience and performance of the service provider on comparable projects in the last **10 years**.

Ability of the tendering service provider to manage projects and compliance with time; cost and quality. Relevant information in written-; report- and/or brochure format with the contact details of references must be submitted with the tender.

(Comparable projects include at least the following: Land Use Schemes, land use policy development and other land use management projects i.e. land use and land development projects)

Quality and performance during the last 5 years in not less than 3 Projects	Points
Completed on time, on scope, within budget and acceptable quality. At least 3 Land Use Scheme projects.	30
Completed on time, beyond scope and budget, but acceptable quality At least 2 Land Use Scheme projects.	25
Completed beyond time, beyond scope and budget, but acceptable quality At least 2 Land Use Scheme projects.	20
Completed beyond time, beyond scope and budget and unacceptable quality At least 1 Land Use Scheme project.	15
Appointed for projects	10

Requires the completion of the “**Quality of experience and performance of the service provider on comparable projects during the past 10 years**”, **table forms part of the returnable list.**

Location of service providers: The company (main tenderer) should be in provinces adjacent to **Mpumalanga Province**. Rates Account in the name of the Bidder not older than ninety (90) days must be submitted

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The submission of a Rates Account not older than 90 days or; proof of rates and taxes certificate with a current bill of account in the name of the Bidder not older than ninety 90 The submission of proof of rates and taxes certificate with a current bill of account older than ninety 90 days from the tender advertisement date will be scored zero =0 The non-submission of a proof of rates and taxes certificate with a current bill of account not older than ninety 90 days from the tender advertisement date will be scored zero (0) MP=10 Points RSA= 5 Points	10
TOTAL	100 POINTS