



The Managing Director  
Dear Sir/ Madam

**INVITATION REQUEST OF SERVICE PROVIDERS TO DO A SURVERY AND PROCUDE AN APPROVED SG DIAGRAM WITH EXTENT OF 87.0 HECTARES OVER REMAINDER OF THE FARM HEAVITREE NO.18678 GS, IN EXTENT OF 1475.9536 HECTARES, SITUATED IN THE INKOSI LANGALIBALELE LOCAL MUNICIPALITY WITHIN UTHUKELA DISTRICT MUNICIPALITY IN KWAZULU-NATAL PROVINCE.**

1. Only service providers / companies invited by the Department will be considered for this project.
2. BID NO: SS-KZN 5/2/1(6777)3L
3. Closing Date: **13 October 2023 at 11H00.**
4. The attached documents consist of **28** pages.
5. The conditions contained in Supply Chain Management (General Conditions and Procedures) and the attached SBD1,prices schedules SBD4,SBD 6.1 specification as well as any other conditions accompanying this request are applicable.
6. If you are a shareholder or joint venture, it is essential that you indicate your percentage commission or profit before tax in order that the reasonableness of your bid price may be gauged. This information will be treated as strictly confidential. It is of utmost importance that the bidder should attach to the proposal, certified copies of shareholders certificates and identity documents.
7. Submit the central supplier database summary report and the Tax compliance status pin or (valid tax clearance certificate). **Quotation must also be done in the company letterhead.**
8. Use of correctional fluid is strictly prohibited on the document.
9. Please contact **Mr Thamsanqa Phakathi** on **033 355 2908** for any technical queries related to the project.
10. All the documents accompanying this bid invitation must please be completed in detail where applicable and returned with your bid. Faxed copies and email will be accepted.
11. The appointed service provider will be required to sign a contract at the KwaZulu-Natal Shared Service Centre at 270 Jabu Ndlovu Street, Pietermaritzburg before commencement of project.
12. Please ensure that your bid reaches this office before closing time.
13. When submitting your bid, the following information must appear on the sealed envelope: Name and address of the bidder, Bid number, Closing date
14. This envelope can be placed in the bid box on the first floor at 270 Jabu Ndlovu (Loop) Street, Pietermaritzburg  
OR If posted, place the aforementioned envelope in a covering envelope addressed as follows: Bids, Department of Agriculture, Land and Rural Development, Private Bag X9132, Pietermaritzburg, 3200

Kind regards

**DIRECTOR: FINANCE AND SUPPLY CHAIN MANAGEMENT, KZN: PSSC  
FOR DIRECTOR –GENERAL: AGRICULTURE LAND REFORM & RURAL  
DEVELOPMENT**

DATE: 05/10/2023

## PART A INVITATION TO BID

<b>YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)</b>			
BID NUMBER:	SS-KZN 5/2/1 (6777)3L	CLOSING DATE: 13 October 2023	CLOSING TIME: 11h00am
DESCRIPTION	INVITATION REQUEST OF SERVICE PROVIDERS TO DO A SURVERY AND PROCUDE AN APPROVED SG DIAGRAM WITH EXTENT OF 87.0 HECTARES OVER REMAINDER OF THE FARM HEAVITREE NO.18678 GS, IN EXTENT OF 1475.9536 HECTARES, SITUATED IN THE INKOSI LANGALIBALELE LOCAL MUNICIPALITY WITHIN UTHUKELA DISTRICT MUNICIPALITY IN KWAZULU-NATAL PROVINCE.		
<b>BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)</b>			
<b>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO</b>		<b>TECHNICAL ENQUIRIES MAY BE DIRECTED TO:</b>	
CONTACT PERSON	Mr Siyabonga Zulu	CONTACT PERSON	Mr Thamsanqa Phakathi
TELEPHONE NUMBER	033 264 9585	TELEPHONE NUMBER	033 355 2908
FACSIMILE NUMBER		FACSIMILE NUMBER	
E-MAIL ADDRESS	SiyabongaZulu@dalrrd.gov.za	E-MAIL ADDRESS	Thamsanqa.Phakathidalrrd.gov.za
<b>SUPPLIER INFORMATION</b>			
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
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]
<b>QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS</b>			
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?			<input type="checkbox"/> YES <input type="checkbox"/> NO
DOES THE ENTITY HAVE A BRANCH IN THE RSA?			<input type="checkbox"/> YES <input type="checkbox"/> NO
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?			<input type="checkbox"/> YES <input type="checkbox"/> NO
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?			<input type="checkbox"/> YES <input type="checkbox"/> NO
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?			<input type="checkbox"/> YES <input type="checkbox"/> NO
<b>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.</b>			

**PART B  
TERMS AND CONDITIONS FOR BIDDING**

<b>1. BID SUBMISSION:</b>
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2. <b>ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED (NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.</b>
1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
1.4. <b>THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).</b>
<b>2. TAX COMPLIANCE REQUIREMENTS</b>
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: .....

**PRICING SCHEDULE**  
(Professional Services)

NAME OF BIDDER: .....	BID NO.: <b>SS-KZN 5/2/1 (6777) 3L</b>
CLOSING TIME <b>11:00 on 13 October 2023</b>	

OFFER TO BE VALID FOR **30** DAYS FROM THE CLOSING DATE OF BID.

ITEM NO	DESCRIPTION	BID PRICE IN RSA CURRENCY			
		INCLUSIVE	OF	VAT	AT 15%

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Service providers are required to submit their full cost breakdown for this project on their company letterhead

1. The accompanying information must be used for the formulation of proposals.
2. Bidders are required to indicate a ceiling price based on the total estimated time for completion of all phases and including all expenses inclusive of VAT at 15% for the project

TOTAL PRICE R.....

**Price summary**

- |   |        |
|---|--------|
| 2.1 Review of the District Rural Development Plans            | R..... |
| 2.2 GIS mapping as specified in the terms of reference        | R..... |
| 2.3 Contingency amount, to be presented as a separate invoice | R..... |

3. PERSONS WHO WILL BE INVOLVED IN THE PROJECT AND RATES APPLICABLE (CERTIFIED INVOICES MUST BE RENDERED IN TERMS HEREOF)

4. PERSON AND POSITION	HOURLY RATE	DAILY RATE
-----	R-----	-----
-----	R-----	-----
-----	R-----	-----
-----	R-----	-----
-----	R-----	-----

5. PHASES ACCORDING TO WHICH THE PROJECT WILL BE COMPLETED, COST PER PHASE AND MAN-DAYS TO BE SPENT

-----	R-----	----- days
-----	R-----	----- days
-----	R-----	----- days
-----	R-----	----- days

Name of Bidder: .....

5.1 Travel expenses (specify, for example rate/km and total km, class of airtravel, etc). Only actual costs are recoverable. Proof of the expenses incurred must accompany certified invoices.

DESCRIPTION OF EXPENSE TO BE INCURRED	RATE	QUANTITY	AMOUNT
.....	.....	.....	R.....
.....	.....	.....	R.....
.....	.....	.....	R.....
TOTAL: R.....			

5.2 Other expenses, for example accommodation (specify, eg. Three star hotel, bed and breakfast, telephone cost, reproduction cost, etc.). On basis of these particulars, certified invoices will be checked for correctness. Proof of the expenses must accompany invoices.

DESCRIPTION OF EXPENSE TO BE INCURRED	RATE	QUANTITY	AMOUNT
.....	.....	.....	R.....
.....	.....	.....	R.....
.....	.....	.....	R.....
.....	.....	.....	R.....
TOTAL: R.....			

- 6. Period required for commencement with project after Acceptance of bid .....  
.....
- 7. Estimated man-days for completion of project .....  
.....
- 8. Are the rates quoted firm for the full period of contract? .....  
.....
- 9. If not firm for the full period, provide details of the basis on which Adjustments will be applied for, for example consumer price index. ....  
.....
- 10. Adherence to Time Frame as per terms of reference (yes/no) .....  
.....
- 11 Availability to attend meetings as indicated in the terms of reference (The costs thereof to be included in total bid price) .....  
.....

Any enquiries regarding bidding procedures may be directed to the –

**Department of Agriculture, Land reform and Rural Development  
Provincial Shared Service Centre  
Acquisition Section**

Mr. S Zulu / N Ngcobo  
Tel. no: 033 264 9500

**Or for technical information**  
Mr. T Phakathi  
Tel. no: 034 355 2908

## BIDDER'S DISCLOSURE

**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 interest<sup>1</sup> 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

---

<sup>1</sup> 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.

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:

.....  
.....

**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 consortium<sup>2</sup> 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

<sup>2</sup> 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.

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



**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**

**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
<b>PRICE</b>	80
<b>SPECIFIC GOALS</b>	20
<b>Total points for Price and SPECIFIC GOALS</b>	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):

- **Attach 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.)***

<b>The specific goals allocated points in terms of this tender</b>	<b>Number of points allocated (80/20 system)</b>	<b>Percentage ownership equity (To be completed by the tenderer)</b>	<b>Number of points claimed (80/20 system) (To be completed by the tenderer)</b>
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**

$$Ps = 80 \left( 1 - \frac{Pt - Pmin}{Pmin} \right)$$

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

$$P_s = 80 \left( 1 + \frac{P_t - P_{max}}{P_{max}} \right)$$

Where

- $P_s$  = Points scored for price of tender under consideration  
 $P_t$  = Price of tender under consideration  
 $P_{max}$  = 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	<input type="checkbox"/>	NO	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

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.

..... <b>SIGNATURE(S) OF TENDERER(S)</b>	
<b>SURNAME AND NAME:</b>	.....
<b>DATE:</b>	.....
<b>ADDRESS:</b>	..... .....



BAS

LOGIS

Office

System User Only

Captured By: \_\_\_\_\_

Captured Date: \_\_\_\_\_

Authorised By: \_\_\_\_\_

Date Authorised: \_\_\_\_\_

Safety Web Verification

YES

NO

**The Director General: Department of Agriculture, Land Reform and Rural Development**

I/We hereby request and authorize you to pay any amounts, which may accrue to me/us to the credit of my/our account with the mentioned bank.

I/we understand that the credit transfers hereby authorized will be processed by computer through a system known as "ACB - Electronic Fund Transfer Service", and I/we understand that not additional advice of payment will be provided by my/our bank, but that the details of each payment will be printed on my/our bank statement or any accompanying voucher. (This does not apply where it is not customary for banks to furnish bank statements).

I/we understand that the Department will supply a payment advice in the normal way, and that it will indicate the date on which the funds will be made available on my/our account.

This authority may be cancelled by me/us by giving thirty days' notice by prepaid registered post. Please ensure information is valid as per required bank screens.

I/We understand that bank details provided should be exactly as per the records held by the bank.

I/We understand that the Department will not assume responsibly for any delayed payments, as a result of incorrect information supplied.

Company / Personal Details	
Registered Name	
Trading Name	
Tax number	
Vat Number	
Title	
Initials	
First Name	
Surname	

Address Detail	
Postal Address Line 1	
Postal Address Line 2	
Physical Address Line 1	
Physical Address Line 2	
Postal Code	

New Detail	
<input type="checkbox"/> New Supplier Information	<input type="checkbox"/> Update Supplier Information
Supplier Type	<input type="checkbox"/> Individual <input type="checkbox"/> Department    Department Number <input type="text"/> <input type="checkbox"/> Company <input type="checkbox"/> Trust <input type="checkbox"/> CC <input type="checkbox"/> Other    Other Specify <input type="text"/> <input type="checkbox"/> Partnership



**Supplier Account Details**

(This field is compulsory and should be completed by a bank official from the relevant bank).

Account Name	
Account Number	
Branch Name	
Branch Number	

Account Type	<input type="checkbox"/> Cheque Account <input type="checkbox"/> Savings Account <input type="checkbox"/> Transmission Account <input type="checkbox"/> Bond Account <input type="checkbox"/> Other (Please Specify)	
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ID Number	
Passport Number	
Company Registration Number	
*CC Registration	

\* Please include CC/CK where applicable

Practise Number	
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When the bank stamps this entity maintenance form or provides an electronic bank stamp/letter attached to the entity maintenance form they confirm that all the information completed by the entity is correct.

**Bank stamp**

It is hereby confirmed that this details have been verified against the following screens  
**ABSA**-CIF screen  
**FNB**-Hogans system on the CIS4  
**STD** Bank-Look-up-screen  
**Nedbank**- Banking Platform under the Client Details Tab

**Contact Details**

	<i>Area Code</i>	<i>Telephone Number</i>	<i>Extension</i>
Business			
	<i>Area Code</i>	<i>Telephone Number</i>	<i>Extension</i>
Home			
	<i>Area Code</i>	<i>Telephone Number</i>	
Fax			
Cell			
	<i>Cell Code</i>	<i>Cell Number</i>	
E-mail Address			

Contact Person	Supplier details	Departmental sender details
Signature		
Print Name		
Rank		
Date (dd/mm/yyyy)		

Address of Agriculture, Land Reform and Rural Development Office where form is submitted from:



# agriculture, land reform & rural development

Department:  
Agriculture, Land Reform and Rural Development  
REPUBLIC OF SOUTH AFRICA

## OFFICE OF THE SURVEYOR-GENERAL: KWAZULU-NATAL

P. O. Box 396, PIETERMARITZBURG, 3200;  
300 Pietermaritz Street, PIETERMARITZBURG, 3201  
Tel: (033) 355 2900; Fax: (033) 3420553; E-mail: Nondwe.Monyake@dalrrd.gov.za

### **The Director**

Department of Rural Development and Land Reform  
270 Jabu Ndlovu Street  
PIETERMARITZBURG  
3201

Our Ref.: **18678 (SS2301)**

Date: 05<sup>th</sup> September 2023

Attention: N. Magula.

## **STATE SURVEY No. 2301 - TERMS OF REFERENCE SURVEY FOR SUBDIVISION OF**

### **THE FARM HEAVITREE No. 18678**

**PORTION 2 OF THE FARM, 166.3185 Hectares and 161.8744 Hectares in extent respectively  
situated in the Inkosi Langelibalele Local Municipality,  
UThukela District Municipality, Registration Division GS,  
Province of KwaZulu-Natal.**

(Departmental Reference: 19/2/1-9/4/B/9)

(Old Reference 12/3/1-KZN/3/C/5)

**Project Name: HEAVITREE**

1. An inter-departmental request, for the drafting of the Terms of Reference for the appointment of a Professional Land Surveyor to attend to the survey for the above-mentioned subdivision, has been received.
2. This office has prepared the necessary terms of reference and relevant annexures thereto. This is contained in the PDF file "SS 2301".
3. Kindly invite bids from service providers. Please indicate if you wish to have a list of providers who lend themselves for nomination because of previous involvement and / or proximity to the site.
4. **Please note that the Service Provider must be registered with the South African Geomatics Council as a Geomatics Professional Land Surveyor (GPrLS).**
5. A complete copy of the terms of reference as enclosed under file "SS 2301" is to be sent to each of the service providers invited.
6. Invitations distributed by fax / email should be returned at least six (6) days later. Invitations that are posted should be given an additional six (6) days.
7. Once bids have been received, this office may assist you, if required, in the assessment thereof before you appoint the successful service provider.

**THAMSANQA PHAKATHI**

For: SURVEYOR-GENERAL: KZN

Tel: (033)355 2908

email: [Thamsanqa.Phakathi@dalrrd.gov.za](mailto:Thamsanqa.Phakathi@dalrrd.gov.za)

*Encl.: Terms of Reference together with annexures.*



## **STATE SURVEY No. 2301 - TERMS OF REFERENCE**

### **SURVEY FOR SUBDIVISION OF:**

**THE FARM HEAVITREE No. 18678 – GS**

**SITUATED IN THE INKOSI LANGALIBALELE LOCAL MUNICIPALITY, WITHIN UTHUKELA DISTRICT MUNICIPALITY IN KWAZULU NATAL PROVINCE.**

**(Departmental Reference: 19/2/1-9/4/B/9)**

**(Old Ref: 12/3/1-KZN/3/C/5)**

**Project Name: HEAVITREE 2**

### **1. BACKGROUND**

The subject land parcel is the farm HEAVITREE No. 18678 – GS (1475,9536 Hectares) will be divided into a portion (87 Hectares) in extent as stipulated by the offer to sell dated 11 February 2019 signed by Director of Heavitree Pty Ltd the Registered owner. The land is registered in the name of Heavitree Pty Ltd, vide diagram S.G. No. 381/2017, Transfer No. T22199/2019. The land is situated in Escourt (Frere Area) on the Road P201, just behind Ultra City Petrol Station.

The beneficiaries of the intended portion are Seven families, Sithole (Shabangu), Radebe, Shezi, Duma and two Sithole Families who were relocated to join Mlambo families. The land will be acquired in terms of Land Reform (Labour) Tenants Act No. 3 of 1996, the Act. The funds were approved in terms of Section 10 (1) ((b) (ii) and Section 26(1) (a) (b) & 27 (2) of the Act by DDG: Land and Administration as the delegated authority on the 25 November 2019.

The project came about because of the owner of the farm who wanted to expand his grazing and decided to settle the security of tenure of the above-mentioned families. This will ensure the rights of the labour tenants and their tenure are secured.

### **2. OBJECTIVE**

To conduct a survey and subdivision of the farm Heavitree No. 18678, measuring 1475.9536 Hectares in extent respectively, and to frame the relevant diagrams. The new subdivision portion is to be designated **PORTION 1 of the farm Heavitree No.18678**, registration division GS. This designation has been reserved by the Surveyor- General's office.

### **3. LEGISLATION INVOLVED**

Act 70 of 1970

- This subdivision is exempt from the provisions of the Subdivision of Agricultural Land Act 70 of 1970 as it involves the subdivision of State-owned land (see Section 2(a)(i)). Please add "Act 70 of 1970 Section 2(a)(i)" to your diagram, below the SG approval block.

Act 3 of 1996

- The acquisition of the land is in terms of the Land Reform (Labour Tenants) Act No. 3 of 1996.. Please add the reference to this Act to your diagram.

-  
Act 16 of 2013

- You are required to obtain consent in terms of the Spatial Planning and Land Use Management Act 16 of 2013 (SPLUMA) and the relevant Municipal By-Laws as published in terms of SPLUMA.

-  
Act 7 of 1998

- You are required to obtain consent in terms of the South African National Roads Agency (National Roads Act) Act No. 7 of 1998.

Act 4 of 2001

- You are required to obtain consent in terms of the KwaZulu-Natal Provincial Roads Act 4 of 2001.

#### 4. SCOPE OF WORK

- (a) In close consultation and by prior arrangement and agreement with the below mentioned representatives, the appointed land surveyor will survey the above-mentioned land portion in accordance with the provisions of the Land Survey Act No. 8 of 1997 and the Regulations promulgated thereunder. The diagram for the proposed subdivision is to be prepared and submitted to the Surveyor General for approval.

The proposed subdivision is roughly shown on Annexures A, B and C attached herewith. The quoted designations have been reserved by my office for this survey. New boundaries that are intended to follow any existing fences or features (edge of road reserve) should be beacons and surveyed accordingly.

- (b) The land surveyor will point out the final beacons of the consolidation to the below mentioned representatives and submit a beacon certificate, signed by such representatives, together with the survey records submitted to the Surveyor-General's office.
- (c) In the event of the land surveyor noting any serious anomaly or being able to make suggestions concerning the simplification on any of the procedures, he/she must communicate with the surveyor-General's office (Mr. Thamsanqa Phakathi) for further instructions.
- (d) The land surveyor should consult Property Management – KZN PSSC (Mr. GS Shabane) for a detailed layout plan.

#### 5. DELIVERABLES

- (a) Certified copy of the subdivision diagram, approved by the Surveyor-General, for registration purposes.
- (b) A beacon certificate(s) signed by the relevant officials/representatives as listed below.

#### 6. TIME PLAN

- (a) You are required to report on progress relating to the relevant consent applications, within 4 weeks of date of confirmation of appointment. Further progress reports will be required every 8 weeks thereafter.



- (b) In the event of a query or rejection by the Surveyor General the documents are to be re-lodged with the Surveyor General within a period of 2 weeks of such query or rejection.
- (c) This office will expedite the examination of these records. To assist with identification please add 'STATE SURVEY '2301' clearly on your SG submission envelope.
- (d) The deliverables referred to in 5 above are to be forwarded, as soon as they are available, to the DALRRD for the attention of Mr. GS Shabane (see 9 below for details).

## 7. SUBMISSION OF ACCOUNT

The relevant account which must be in accordance with the accepted tender should be sent together with the deliverables mentioned in 5 above to the DALRRD, Pietermaritzburg District Office for attention Mr. GS Shabane (033 355 4409 / 079 888 0862).

## 8. ANNEXURES

The under-mentioned annexures are provided:

- (a) A locality plan (Annexure A)
- (a) An inset to locality (Annexure B)
- (b) Diagram: SG No.381/2017

The appointed land surveyor will be responsible for obtaining the necessary survey data from the Surveyor-General's office.

## 9. REPRESENTATIVES

DALRRD: Mr. GS Shabane  
Tel. 033 355 4409  
Cell 079 888 0862  
Fax 0863501612  
188 Hoosen Haffajee Street  
Pietermaritzburg, 3200  
Email: [gcinokwakhe.shabane@dalrrd.gov.za](mailto:gcinokwakhe.shabane@dalrrd.gov.za)

BENEFICIARIES: Thembinkosi Mbuyiselwa Shabangu (for the Shabangu family), Case No: LCC 73/2017

## 10. CONTACT PERSONS

Technical and survey related matters: Survey-General's Office:

Mr. Thamsanqa Phakathi  
Tel. 033 355 2908  
Email: [Thamsana.Phakathi@dalrrd.gov.za](mailto:Thamsana.Phakathi@dalrrd.gov.za)

Tender matters: DALRRD – Shared Service Centre:  
Ms. N Magula  
Tel. 033 264 9534  
Fax 033 342 3904  
Email: [nomapha.magula@dalrrd.gov.za](mailto:nomapha.magula@dalrrd.gov.za)

**11. ACCEPTANCE OF BIDS**

The DRD&LR reserves the right not to accept the lowest or any bid submitted. It should be noted that the lowest price is not the only criterion for the acceptance of bids. The following criteria will also be used in the consideration of your bid. Please note that a TOTAL of more than 50 % (out of a possible 250 points) is the minimum requirement.

Number of years as a Professional Land Surveyor

YEARS	SCORE	Weight	TOTAL
1 – 3	2	20	40
3 – 5	3	20	60
5 – 7	4	20	80
7 or more	5	20	100

Previous experience and completion of similar projects (100 POINTS):

No. of PROJECTS	SCORE	Weight	TOTAL
2	1	20	20
3	2	20	40
4	3	20	60
5	4	20	80
More than 5	5	20	100

Proximity to area of survey (50 POINTS):

Distance from site	SCORE	Weight	TOTAL
300 km	1	10	10
250 km	2	10	20
200 km	3	10	30
150 km	4	10	40
100 km and less	5	10	50

**12. VALUED ADDED TAX (VAT) AND SURVEYOR GENERAL'S FEES**

- (a) The ruling VAT rate is applicable to registered vendors.
- (b) No SG examination fees are payable. However, if the records are returned by the Surveyor-General then the laid down administration fees will be payable by the Land Surveyor upon re-submission.

**13. REFERENCE NUMBERS**

Please quote "STATE SURVEY No. 2301 - SG File 18678 in all future correspondence and communications with the Surveyor-General's Office.

On the subdivision diagram the following legislative references are to be added below the SG approval block.

Act 70 of 1970 Section 2(a)(i)
Act 3 of 1996
Act 16 of 2013 (By-Laws) Ref:
Act 4 of 2001
Act 7 of 1998
STATE SURVEY No. 2301

  
**Thamsanqa Phakathi**

For: SURVEYOR-GENERAL: KZN  
Tel: (033)355 2908