



Main Street
Creighton, 3263

P.O Box 62

Creighton 3263

Phone: +27 39 833 1038

Fax: +27 39 833 1179

Email: mailbox@ndz.gov.za

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www.ndz.gov.za

**ADDENDUM FOR GENERAL VALUATION AND PREPARATION OF A VALUATION ROLL
FOR IMPLEMENTATION 1 JULY 2022 AND PREPARATION AND UPDATING OF THE
VALUATION ROLL FOR THE PERIOD 1 JULY 2022 TO 30 JUNE 2027**

DATE: 04th February 2021

Clarification under MB3 pricing schedule start from page 84 - 96 there is an error, the property count should be listed under quantity column not under unit column.

Kindly find the attached revised pricing schedule.


**MISS N.HOLIWE
SCM MANAGER**

APPROVED BY:


**MR. N.C. VEZI
MUNICIPAL MANAGER**

I acknowledge receipt of this Addendum No.1

Name:.....

Signature:.....

Date:.....

Name of Tenderer (Company Name):.....

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SECTION N PRICING SCHEDULE AND PROJECT WORK PROGRAMME

1. The Bidder must complete the Pricing Schedule table 1 below and the cost of the Bid is to be inserted under "**GRAND TOTAL COST OF BID**" which will be the full and final Bid price. The pricing must take cognisance of Annexure "A" and Annexure "D" of the Bid Specification document regarding data, information and document management with specific reference to the structure, format and content and the provision of data extracts.
2. The Bidder must complete the priced Project Work Programme with realistic time frames as shown in table 2 below and the total price must be the same as the final Bid price reflected under "**GRAND TOTAL COST OF BID**" (see also clause 3 of the Bid Specification Documentation).
3. The Project Work Programme and cash flow will be managed with reference to table 2 section N, and finalised with the Bidder if the Bidder is appointed as Service Provider.
4. A property count based on the current valuation roll has been included for pricing divided into their categories of property identified (or if available the property use) in the last valuation roll. The new valuation roll when prepared will need to be aligned to the adopted rates policy and category of properties of the municipality and the service provider must familiarise itself with the rates policy and categories of property adopted by the municipality. **As part of the project methodology submission referred to in the Bid Evaluation Criteria Annexure "L", bidders must stipulate their valuation methodology used to inform their pricing of section "N" items where ANNEXURE "J" - VALUATION AND RATING OF COMMUNAL PROPERTY, has reference.**
5. The Bid requires that the designated Municipal Valuer carry out the functions of the Municipal Valuer in terms of the MPPRA and specifically section 34 of the MPPRA.
6. The Municipality shall retain an amount equal to 10% of the General Valuation payments to be made to the Bidder. Such retention shall be paid over to the successful service provider within 60 days of the completion of all objections by the municipal valuer and the close out report for the General Valuation in terms of the Bid. No retention applies to valuation appeals or supplementary valuation rolls in terms of this bid.

PART A: SCHEDULE OF PER FIXED AMOUNTS: GENERAL VALUATION BID					
No	Description	Unit	Quantity	Bid Rate incl VAT	Bid Amount (R) incl VAT
4A.1	Acquire aerial photography/imagery for the Town (urban) areas only (0.25 resolution)	Fixed cost item	1		
4A.2	Acquire aerial photography/imagery for the balance being Rural/Farm areas only (0.25 resolution)	Fixed cost item	1		
4.B	Property Register creation, data support and delivery of components				
4B.1	Identify data sources	Fixed cost item	1		
4B.2	Acquire, clean and prepare data (in addition to 4B.3 and 4B.4 below)	Fixed cost item	1		
4B.3	Deeds office data (ownership and sales data) extracts as per bid document and integration to VRMS	Fixed cost item	1		
4B.4	Prepare and create Property Register which shall comprise an electronic data base of all properties in terms of the bid specifications and best practice	Fixed cost item	1		
4B.5	Prepare and create a Valuation Roll GIS cadastral layer in ESRI shape file format aligned to the property register database as per bid document specifications	Fixed cost item	1		
4B.6	Undertake a record match between the new property register database (valuation roll) records and the valuation roll GIS cadastral layer and produce an exception report with corrective action plan.	Fixed cost item	1		
4B.7	Undertake a record match between the new property register database (valuation roll) records and the rates financial system records and identify mismatches in a report.	Fixed cost item	1		
4B.8	Prepare and create a digitised GIS building footprint (layer) in ESRI shape file format for each building valued using the specified aerial photography. This will not be required where Non-CAMA methodology (individual valuation per property) is applied and where a building is inspected and measured on site with a sketch provided per building.	Fixed cost item	1		

PART B: SCHEDULE OF PROPERTY PER ENTRY RATES: GENERAL VALUATION BID					
No	Description	Unit	Quantity	Bid Rate incl VAT	Bid Amount (R) incl VAT
6	Category of Property (COP) / Property Use (PU) descriptions for valuation rolls (Read with applicable specifications - Annexure "A" and "D" of the Bid documents)				
	Farms/Agricultural/Rural Communal/PSI/Vacant Land (6.1 to 6.7)				
6.1	Agricultural property [COP s8 MPRA]		1218		
6.2	Rural communal property		Count		
6.3	Public Service Infrastructure Properties (PSI) – Grouped [COP s8 MPRA]		170		
6.4	Vacant Land		498		
6.5	State Trust Land (STL)		Count		
6.6	Government Owned property – listed under Farms		369		
6.7	Collection of Postal Addresses (Farm/Agricultural/PSI/Rural communal residential) schedule from municipality		2255		
	Sub-Total (6.1 to 6.7)		NA		
	Residential (6.8 to 6.15)				
6.8	Residential Property [COP s8 MPRA]		1804		
6.9	Sectional Title Residential (number of units)		Count		
6.10	Low Income Housing		Count		
6.11	Vacant Residential Land		Count		
6.12	Communal property		Count		
6.13	Registered rights to extend (sectional title)		Count		
6.14	Registered exclusive use areas (sectional title)		Count		
6.15	Collection of Postal Addresses residential		1804		
	Sub-Total (6.8 to 6.15)		NA		
	Non Residential (6.16 to 6.21)				
6.16	Business & Commercial Property [COP s8 MPRA]		312		
6.17	Industrial Property [COP s8 MPRA]		Count		
6.18	Sectional Title – Business		Count		

PART B: SCHEDULE OF PROPERTY PER ENTRY RATES: GENERAL VALUATION BID					
No	Description	Unit	Quantity	Bid Rate incl VAT	Bid Amount (R) incl VAT
6	Category of Property (COP) / Property Use (PU) descriptions for valuation rolls (Read with applicable specifications - Annexure "A" and "D" of the Bid documents)				
6.38	Old Age / Retirement Homes	Count	0		
6.39	Petrol Filling Stations	Count	0		
6.40	Places of Worship	Count	0		
6.41	Police Stations (COP Public Service Purpose – used by organ of state)	Count	0		
6.42	Post Offices	Count	0		
6.43	Power Stations & Substations	Count	0		
6.44	Correctional facilities / Prison (COP Public Service Purpose: used by organ of state)	Count	0		
6.45	Quarry	Count	0		
6.46	Racetrack	Count	0		
6.47a	School (COP Public Service Purpose – used by organ of state)	Count	0		
6.47b	School (Private)	Count	0		
6.48	Shopping Centre	Count	0		
6.49	Sports Facilities including Stadiums	Count	0		
6.50	Specialised Non-Market Properties	Count	0		
6.51	Vacant Other Land	Count	0		
6.52	Land Tenure Right (Section 1 of Upgrading of Land Tenure Rights Act, 1991 (Act No. 112 of 1991))	Count	0		
6.53	Protected areas	Count	0		
6.54	Properties used for Eco Tourism	Count	0		
6.55	Properties on which National Monuments are Proclaimed	Count	0		
6.56	Boarding House	Count	0		
6.57	Registered rights to extend (sectional title)	Count	0		
6.58	Registered exclusive use areas (sectional title)	Count	0		
6.59	Public Benefit Organisation Property [COP s8 MPRA]	Count	0		

PART C: VALUATION ROLL MAINTENANCE BID					
Item	Description	Unit	Quantity	Comment	Bid Amount (R) (incl VAT)
7	Updating of valuation rolls: Perform the functions of the municipal valuer, preparation of supplementary valuations and preparation of an annual supplementary valuation roll in terms of the MPRA and Bid specifications with the Annexure "H" report. (table 1 cross ref item 7)				
7.1	Updating of valuations rolls: Perform the functions of municipal valuer, conduct supplementary valuations, prepare an annual supplementary valuation roll with associated activities, including the section 78, 79 and 49 administrative support and notifications and provide data and information extracts from the VRMS as required by the municipality. (Includes full review and objections processing) (1 July 2022 to 30 June 2023)	Annual fee (Year 1)	1		
7.1.1	Updating of Valuation Roll GIS Cadastral layer: In ESRI shape file format in terms of the bid specifications, to ensure that the valuation roll (property register) and the GIS valuation roll layer are synchronised. To deliver annually with each Supplementary Roll. (1 July 2022 to 30 June 2023)	Annual fee (Year 1)	1		
7.1.2	Supplementary Valuation Roll report: Includes body of evidence to confirm MPRA compliance and full review, objection and appeals processing one roll per annum (1 July 2022 to 30 June 2023). Annexure H	Report Annual fee (Year 1)	1		
7.2	Updating of valuations rolls: Perform the functions of municipal valuer, conduct supplementary valuations, prepare an annual supplementary valuation roll with associated activities, including the section 78, 79 and 49 administrative support and notifications and provide data and information extracts from the VRMS as required by the municipality. (Includes full review and objections processing) (1 July 2023 to 30 June 2024)	Annual fee (Year 2)	1		
7.2.1	Updating of Valuation Roll GIS Cadastral layer: In ESRI shape file format in terms of the bid specifications, to ensure that the valuation roll (property register) and the GIS valuation roll layer are synchronised. To deliver annually with each Supplementary Roll. (1 July 2023 to 30 June 2024)	Annual fee (Year 2)	1		
7.2.2	Supplementary Valuation Roll report: Includes body of evidence to confirm MPRA compliance and full review, objection and appeals processing one roll per annum (1 July 2023 to 30 June 2024). Annexure H	Report Annual fee (Year 2)	1		

GENERAL VALUATION FOR 2022 AND VALUATION ROLL MAINTENANCE FOR 2022 TO 2027: SECTION N: PRICING-SCHEDULE AND PROJECT WORK PROGRAM

PART C: VALUATION ROLL MAINTENANCE BID							
Item	Description	Unit	Quantity	Comment	Bid Amount (R) (incl VAT)		
7.5.1	Updating of Valuation Roll GIS Cadastral layer: In ESRI shape file format in terms of the bid specifications, to ensure that the valuation roll (property register) and the GIS valuation roll layer are synchronised. To deliver annually with each Supplementary Roll. (1 July 2026 to 30 June 2027)	Annual fee (Year 5)	1				
7.5.2	Supplementary Valuation Roll report: Includes body of evidence to confirm MPRR compliance and full review, objection and appeals processing one roll per annum (1 July 2026 to 30 June 2027) Annexure H	Report Annual fee (Year 5)	1				
	Sub Total (7.1 to 7.5.2)						
8	Valuation roll management system (VRMS) (Available, licenced and functional as per bid and bid specifications). Includes all data extracts / exports required at least monthly.						
8.1	VRMS Licence SLA Year 1 (1 July 2022 to 30 June 2023)	Annual fee	1				
8.2	VRMS Licence SLA Year 2 (1 July 2023 to 30 June 2024)	Annual fee	1				
8.3	VRMS Licence SLA Year 3 (1 July 2024 to 30 June 2025)	Annual fee	1				
8.4	VRMS Licence SLA Year 4 (1 July 2025 to 30 June 2026)	Annual fee	1				
8.5	VRMS Licence SLA Year 5 (1 July 2026 to 30 June 2027)	Annual fee	1				
	Sub Total (8.1 to 8.5)						
II	GRAND TOTAL (C) (7.1 to 7.5.2 plus 8.1 to 8.5)						
I + II	GRAND TOTAL COST OF BID (A + B + C)						

TABLE 2: PROJECT WORK PROGRAM – TO PRICE AND INCLUDE TIME FRAMES

Task ID	Part A, B and C : Deliverables and work program	Time frames From	Times frames To	Price (Incl VAT)
1	Project Management Function			
2	Project Office & Project Establishment			
3	Valuation Roll Management System (VRMS) – GV			
4A	Acquire aerial photography/imagery			
4B	Property Register creation, data support and delivery of components			
5	Property Sales Review; Market and Valuation Methodology Reports (All property)			
6	RESIDENTIAL Data collection / capture and quality assurance			
7	RESIDENTIAL Valuations			
8a	NON RESIDENTIAL Data collection / capture and quality assurance			
8b	SPECIALISED PROPERTY Data collection / capture and quality assurance			
9a	NON RESIDENTIAL Valuations			
9b	SPECIALISED PROPERTY Valuations			
10a	Valuation Roll (GV) certification and delivery			
10b	Valuation Roll (GV) close out report (Annex E)			
11	General Valuation Objections / Appeals processing and management (Annex F / G)			
12	Updating of valuation rolls (Annual Fee)			
12.1	Municipal Valuer function / 12.1.1 GIS roll cadastral / 12.1.2 Evidence and Close out Annex H			
12.2	Municipal Valuer function / 12.2.1 GIS roll cadastral / 12.2.2 Evidence and Close out Annex H			
12.3	Municipal Valuer function / 12.3.1 GIS roll cadastral / 12.3.2 Evidence and Close out Annex H			
12.4	Municipal Valuer function / 12.4.1 GIS roll cadastral / 12.4.2 Evidence and Close out Annex H			
12.5	Municipal Valuer function / 12.5.1 GIS roll cadastral / 12.5.2 Evidence and Close out Annex H			
13	Valuation roll management system (VRMS) licensing – post GV for five (5) years			
I + II	GRAND TOTAL COST OF BID (A + B + C) must equate to table 1 bid cost			