

BLOUBERG LOCAL MUNICIPALITY

REQUEST FOR PROPOSAL: PROFESSIONAL SERVICE PROVIDERS FOR GRAP
COMPLIANT ASSET REGISTER AND UNBUNDLING OF INFRASTRUCTURE ASSETS
FOR FINANCIAL YEARS 17/18.

TERMS OF REFERENCE

Unbundling of Infrastructure Assets
Project Number: BM44/17/18

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ANNEXURE A

1. INTRODUCTION

1.1 INVITATION

Proposals are hereby invited from suitable service providers for the provision of Unbundling of Infrastructure Assets for financial years 17/18 .

1.2 BRIEFING SESSION

A compulsory briefing session will be held as follows:

DATE	26 April 2018
TIME	10:00 AM
VENUE	Blouberg Municipal Offices- Council Chamber

1.3 CLOSING DETAILS

The closing details for the project proposal are as follows:

DATE	09 May 2018
TIME	10:00 AM
VENUE	Blouberg Municipal Offices- Council Chamber

2. FORMAT OF PROPOSAL

The format of the proposal must follow the information below as a guideline to ensure uniformity of approach, and to enable proper evaluation of proposals received:

- Methodology and Implementation strategies for the project
- Detailed Company Profile
- Proof of Company Registration
- Original SARS Tax Clearance Certificate
- Curriculum Vitae of all Directors and Supervisory Staff with certified copies of certificates
- Proof of expertise and reference on similar projects completed by the Company or Directors
- Proof of BBBEE Certificate

Note: It is compulsory to also fully complete the returnable forms attached in Annexure A

3. PROJECT DESCRIPTION AND BACKGROUND

All the projects are within the jurisdiction of Blouberg Local Municipality of the Capricorn District Municipality in Limpopo Province. Estimation of the completed projects.

3.1 Electrification Projects

Four projects

3.2 Roads & Storm Water

Three Projects

3.3 Buildings

Five Projects

4. SCOPE OF WORK

Unbundling of Completed Infrastructure Assets

- Correct all assets misclassification in line with GRAP 17 (PPE);
- Make sure the useful lives of assets are correct;
- Perform a review of useful lives;
- Assets categories being aligned to TB and GL;
- Ensure fair presentation of all assets;
- Verification of all the municipal infrastructure assets;
- Cost evaluation of the roads, streets, storm water and electrical infrastructure;
- Establish the condition of the infrastructure for the purpose of maintenance and impairment assessment;
- Geotechnical investigation where necessary with respect to above;
- Establish the accounting policy of the unbundled infrastructure assets;
- Review of assets management policy to ensure that infrastructure assets useful lives are covered;
- Update Municipal asset register;
- Reconcile assets to general ledger and
- Assist municipality in responding to audit queries relating to unbundling of infrastructure assets.
- Unbundle all newly constructed infrastructure assets

5. EVALUATION CRITERIA

The bid will be evaluated on the 80/20 preference point system as prescribed by recent preferential procurement policy framework act 5 of 2000 as amended and the Supply Chain Management Policy of Blouberg Local Municipality.

The bid will be evaluated based on functionality as outline below and the administrative requirements which are compulsory:

- Recent Central Supplier Database summary report
- Company Profile with company experience (appointment letter to be attached)

- Curriculum Vitae of team members and certified copies qualifications
- Certified ID copies of owner/s
- Recent proof of municipal rates and taxes from billing municipality or proof of residents for those residing where municipality is not billing or copy of signed Lease agreement
- Certified copy of BBEE certificate issued by accredited agency (Non-submission will be awarded zero (0) points.

Failure to submit copy of BBEE certificate will not disqualify the bidders but failure to submit other documents will lead to your bid been non-responsive.

Under functionality bidders must achieve a minimum of 70 points for functionality in order to be considered for further evaluation. Bidders who score less than minimum of 70 points will be disqualified, the requirements are tabled below:

Technical/Functional Criteria	Points	Weight
Unbundling of Infrastructure Assets	Reference Letters (Municipal Level) 3 or more points-30 2 points-20 1 points-10	30
Experience(Municipal Experience Management Experience)	Project Director 10 years of local government experience - 30 10 years of local government experience-20 5 years of local government experience-10 3 years of local government experience-5	20
Methodology	Good-10	

	Poor-5	10
Qualifications (Directors)	CA + - 20 points Honours Degree – 10 points	20
Total weights		80

6. FINANCIAL PROPOSAL/PRICING

- Unbundling of Infrastructure Assets

R_____ Vat inclusive/Vat exclusive.

7. APPOINTMENT OF SERVICE PROVIDER

Blouberg Municipality reserves the right to reject or accept any proposal received. The successful Bidder will be informed in writing and will be requested to accept or reject the offer within a stipulated time.

8. FORMS OF AGREEMENT

A Service Level Agreement will be signed with the successful Bidder.

FORM OF AGREEMENT

A Service Level Agreement will be signed with the successful Bidder.

APPROVED BY

A handwritten signature in black ink, appearing to read "Machaba" followed by a stylized flourish.

Junias Machaba

Municipal Manager