Erratum for tender which was advertised on Parys Gazette on the 26th September 2019, Page 6 and 8.

NGWATHE LOCAL MUNICIPALITY

TENDER NOTICE AND INVITATION TO TENDER

Suitable service providers are hereby invited to submit proposal on the following:

REQUEST FOR PROPOSAL

LAND AUDIT FOR MUNICIPAL LAND ASSETS AND OTHER STATE OWNED LAND

Ngwathe Local Municipality is inviting all suitable, qualified and experienced Service Providers to submit proposal for the Land Audit to ensure accurate Data Base for Municipality Land Assets and other State Owned Land within Ngwathe Local Municipality

TERMS OF REFERENCE

1. INTRODUCTION AND BACKGROUND

The Ngwathe Local Municipality is located in the Fezile Dabi District Municipality in the Northern Free State. The local municipality is characterised as a fairly rural area with no large urban settlements. The most important settlements in the municipal area are Parys, Koppies, Heilbron, Vredefort and Edenville. The total population for the entire NLM is 120 000 people (Demarcation Board, 2006).

Situated on the R59, Parys is one of the most frequently visited weekend venues. Parys has a small town atmosphere with various business and government services located in the town. The town is a well known tourist destination with the Vredefort dome, the Vaal River and various other adventure/eco-tourism activities in the area.

Situated in the North-eastern part of the Free State, Heilbron was founded in 1872 due to the availability of water from a local fountain. Heilbron has traditionally been a farming community with agricultural practices consisting of dairy, maize, wheat, sorghum, sunflowers, sheep and beef

The town of Koppies is situated on the banks of the Renoster River, in close proximity to the N1 Highway of the Free State Province.
This area holds great historical significance and many
remnants of the Anglo-Boer War can still be found here. The Koppies Dam Nature Reserve is a popular tourist destination. The town has remained an important agricultural area in the Northern Free State, producing mealies, sunflowers and grain.

Vredefort is situated approximately 125km south of Johannesburg and 75km north of Kroonstad. This rural town is known throughout the world for a geological formation called the Vredefort Structure (Dome).
The lunatic landscape of this very important geological site was caused by a
giant meteorite of approximately 10km in diameter, which hit the earth 2 billion years ago at the spot where the small rural town of Vredefort is situated today. Today the site is recognized worldwide as the largest and the oldest meteorite impact site on earth.
Edenville is the centre of an abundant agricultural area within the maize triangle of the Free State Province. Bounded by various game farms, Edenville is also in close proximity to Kroonstad.

2. BACKGROUND OF THE PROJECT

The Ngwathe Local Municipality has identified the need to conduct a comprehensive land investigation and audit in order to establish firstly, the land that is owned by the Municipality and secondly, to determine whether those properties that the municipality disposed off have been properly transferred.

A land audit will be focusing on ownership information that is obtained from two sources, namely: - The Municipal Valuation Roll and Deeds. In any land audit strategy a primary concern and fundamental prerequisite to any physical planning strategy is land availability. That is its location, its size, its surroundings and its natural and man-made constraints, within, between and without. Given the topographical and urban edge limitations of expansion of the Municipal area, special emphasis is required to seek optimum land utilization. This is precisely what the municipality

seeks to achieve.

3. STUDY AREA

The Ngwathe Local Municipality is a category B municipality falling under the Fezile Dabi District Municipality in the Free State Province. The total geographic area of the Mandeni Local Municipality is 7 056km² square kilometres. The study area is made up of 5 towns, namely:

- Parys
- Heilbron
- Koppies
- Vredefort
- Edenvile

4. PURPOSE

4.1 The purpose of the Land Audit is to determine who owns which piece of land within the above study area of the Ngwathe Local Municipality. A comprehensive land audit is requested from the service provider for the identified study area/s.

4.2 The types of cadastral land parcels that need to be audited to determine land ownership includes the following categories:

- Farm portions
- Agricultural Holdings
- Erven
- Sectional Title Schemes
- Cluster homes and complexes
- Rural villages

4.3 The land ownership categories that are derived from a comprehensive land audit should include, but not limited to, at least the following:

- Privately ownership land
- State owned enterprises (Telkom, Transnet< SA Roads Agency ect.)
- Municipal Land (District and Local)
- Provincial Government
- Republic of South Africa (State Land)
- Worship sites (Churches, Mosques, etc)

NB: There may be other categories that exist which are not listed above

5. PROJECT DESCRIPTION

5.1 The Ngwathe Local Municipality seeks to appoint a service provider that will conduct a brief technical investigation that will:

1. Spatially identify land and give ownership informatic land within the identified study area of the municipality.
2. Conduct a comprehensive land audit of all properties within the study area.
3. Create a user friendly GIS database with ownership categories as specified in section 2 above with useful fields that will assist in the planning and packaging of interventions.
4. Lastly, create a land audit report (maps, tables and graphs, not limited to the list above) for Ngwathe Local Municipality that will be presented to Council.

5.2 It is the responsibility of the Service Provider to source relevant Deeds information for the land audit. The cost of such Deeds information must be carried by the Service Provider and included in the project proposal.

5.3 This project will entail fieldwork which will assist in identifying communally worked, traditional council areas within the study area, and recording some other important data. The land audit results should be spatially located by linking the Deeds information to the cadastral information for Ngwathe Local Municipality and compared with the Deeds information for verification purposes.

6. SCOPE OF WORK

The proposed investigation will cover the comprehensive land audit that should cover areas within Ngwathe Local Municipality.

7. RESEARCH AND INFORMATION GATHERING

The Ngwathe Local Municipality Deeds information will have to be directly sourced from Deeds Office in Pretoria or Bloemfontein.
The cost of the Deeds records will have to be determined by the Service provider. It remains the responsibility of the Service provider to source all relevant
information, including but not limited to the following:

- Municipal Evaluation Roll
- Deeds information from National Deeds database including section title schemes
- Cadastral information (Erven, traditional areas) from Surveyor General

8. CONTENTS OF THE PROJECT PROPOSAL

A clear and concise project proposal covering the aspect listed below is required;

I. An executive summary .
II. A project Plan
III. The proposed methodology should indicate a detailed list of data to be gathered and how it will be processed. The methodology should also indicate the project milestones that will be used to measure the project progress.
IV. The methodology should also have a community consultative component that will involve tribal leaders / community leadership physically identifying active/ fallow land to be captured in the agricultural land database.
V. The approach should be costs saving yet achieve the highest value for money
VI. The names and CV's containing detailed information on relevant experiences of all the persons who will be directly contributing to the project, and their roles thereof
VII. Any shortcomings in the study specifications, how these ought to be addressed and the cost implications thereof
VIII. All-inclusive costing model

9. DELIVERABLES

I. A detailed report of the project methodology, the findings and their analysis.
II. Point and polygon shape files with comprehensive attribute information of every identified fallow/areas within the identified study area.
III. Land Audit database with Deeds and Valuation Roll information for, cluster homes and complexes, and erven within the study area.

I. Land Audit report containing methodology and land audit findings and recommendations
II. An A0 map size with an overlay of these land parcels.
III. 2x copies of DVDs/ CDs with GIS spatial datasets (WGS84 ESRI shapefiles) of the above.

10. TIME FRAME

This project should be completed over a period of three months. If the service provider fails to meet the required timeframe without valid reasons put forward in writing, they will be penalized.

11. BUDGET

The successful service provider shall compile a detailed breakdown of costs and submit it together with the proposal. Comprehensive pricing and functional competence of the Service Provider will be major considerations in the evaluation of proposals.

12. SKILLS & EXPERIENCE REQUIREMENTS

The service provider is expected to have the following skills among its staff:

i) Good GIS experience (database development) and imagery processing;
ii) Proven experience in conducting of land audits
iii) Thorough understanding of cadastral data and Deeds information;
iv) Research, analytical, writing and communication skills; and
v) Previous experience in capturing and analysis of agricultural development data

13. REQUIRED INFORMATION ON HUMAN RESOURCES

The service provider is expected to provide information on available human resource capacity that will be directly involved in the project, including but not limited to: short CV, indicating relevant qualifications and experience as required by this Terms of Reference; full contact details (office, fax and cell phone, and email) Staffing requirements identified on the onset of the project shall remain unchanged for the duration of the project, unless prior written consent has been granted by the Municipality.

14. REPORTING AND ACCOUNTABILITY

During the execution of the project, the service provider must submit regular progress reports and attend meetings at intervals as determined by the project team managing the service provider.