



Stand 2, c/o Solomon Mahlangu and Old Pretoria Road, Silverton, Pretoria

## **SAVANNAH COUNTRY ESTATE HOA NPC**

### **REQUEST FOR QUOTATION (RFQ)**

#### **VALUATION REPORT**

Any Request for Quotation (RFQ) will be issued electronically via email. Please immediately update the SCEHOA below of any email address changes. For further information regarding this project, contact the person listed below.

<b>RFQ Number:</b>	SCE/RFQ/05/202110
<b>RFQ Issue date:</b>	26 October 2021
<b>Submission deadline:</b>	8 November 2021 @ 12h00 Submissions to be emailed: For attention: Stef Grobler Email: <a href="mailto:em@savannahce.co.za">em@savannahce.co.za</a>
<b>Site visit:</b>	If required contact Estate Manager. <b>Appointment compulsory</b> Contact person: Stef Grobler Estate Manager 012 803 0081
<b>Contact person</b>	Stef Grobler – Estate Manager
<b>Email address:</b>	<a href="mailto:em@savannahce.co.za">em@savannahce.co.za</a>



## 1. INTRODUCTION

Savannah Country Estate comprises of 586 stands, some of which have been developed, in process or still open stands. It is a secure residential estate managed by the Savannah Country Estate Homeowners Association (SCEHOA).

The SCEHOA is looking to contract with a Service Provider that can provide a Valuation Report as per requirements detailed in this document. Service Providers are invited to submit their Tender in reply to this RFQ.

## 2. ACCEPTANCE OF QUOTE

SCEHOA reserves the right not to accept the lowest or any tender, nor shall SCEHOA be obliged to disclose the reasons for selecting one Tender in favour of another. Accordingly, SCEHOA has the sole and absolute discretion to accept or reject any proposal submitted by the Tenderers.

SCEHOA may at its sole discretion elect whether to invite any Tenderer for a formal presentation. SCEHOA reserves the right to withdraw this tender at any point in time.

## 3. SITE VISIT

If a site visit is required to ensure that the Tenderer has a clear indication on the estate's requirements.

Appointment to be made with Stef Grobler, Estate Manager. Contact number 012 803 0081.

## 4. SITE VISIT AND QUESTIONS REGARDING THE CONTENTS OF THE RFQ DOCUMENT

The Service Providers have a responsibility to go through this RFQ document and raise any questions or clarifications with SCEHOA via email at [em@savannahce.co.za](mailto:em@savannahce.co.za)

SCEHOA will not accept any liability whatsoever regarding misinterpretations, or wrong assumptions that could have been clarified with the Estate Manager.

The deadline for submitting questions for clarifications is **15 November 2021**. After this deadline, no further questions will be entertained. Answers to questions will be forwarded to all Tenderers.

## 5. SEPARATION OF TECHNICAL AND PRICING SUBMISSIONS

The quotation document should be submitted electronically to [em@savannahce.co.za](mailto:em@savannahce.co.za) and subject to be clearly state – Company name – Valuation Report RFQ.



Closing date for electronic submission is 15 November 2021 @ 12h00.

Late submissions will not be accepted.

**6. COST OF PREPARATION OF TENDER/QUOTE**

Unless agreed otherwise in writing by SCEHOA, the Service Provider shall bear its own costs related to the preparation and submission of the Tender, including but not limited to the costs of any activities under SCEHOA and by the Service Provider as part of the tender/quote submission and/or adjudication.

**7. VALUE ADDED TAX**

All prices shall be exclusive of value added tax (VAT) and show the totals with VAT included (as applicable)

**8. TENDER VALIDITY PERIOD AND WAIVER**

The Tender shall be deemed to be valid for a period of **90 days from the date of submission.**

All Service Providers submitting a quote shall be deemed to have waived, renounced and abandoned any conditions printed or written upon any stationery used by them for the purpose of, or in connection with the submission of the quote, which are in conflict with any of the conditions laid down in this RFQ document and its appendices as applicable.

**9. FIXED PRICE TENDER**

This shall be a fixed price tender for a period of 3 (three) years subject to annual escalation. The Service Provider must indicate the annual price escalation for each year. The SCEHOA will have the right to negotiate the escalation rate with the service provider prior to awarding the contract.

**10. EVALUATION CRITERIA**

**Criteria 1: Mandatory Documents from Service Providers**

The following **mandatory information** listed below, is required from all Service Providers interested in submitting a quote. Failure to submit or comply with any of this required information, will automatically disqualify the quote from further evaluation.

- 10.1 A valid Company Registration Document (CIPC)
- 10.2 Directors Certified ID Copy- certification should not be older than three months.
- 10.3 Copy of Company's SARS Tax Clearance Certificate and PIN.



- 10.4 Proof of Banking Details.
- 10.5 Submission of Pricing in a separate envelope to Functionality.

## 11. **RESPONSIBILITIES AND SCOPE OF WORK REQUIRED FROM THE SERVICE PROVIDER**

### **The scope of Valuation Report must include:**

Valuation of the Property Stand 445

Location: Within the boundaries of Savannah Country Estate, Corner of Solomon Mahlangu and Old Bronkhorstspuit Rd (R104), Tshwane Metropolitan (Zwartkoppies 354-JR).

Locality and overview

Title Deed Information

Municipal information

- Town Planning
- Municipal Valuation
  - LAND
  - IMPROVEMENTS
  - SERVICES

General Market Overview

Valuation Overview

- Zoning (F.A.R, coverage, height, units per hectare etc.).
- Status of zoning (already rezoned or not rezoned yet).
- Location (views, amenities, pollution like noise, access)
- Services (not service yet, already serviced, bulk contributions payable or paid)
- End user prices achievable

## 12. **CONTRACT AND SERVICE LEVEL AGREEMENT**

SCEHOA shall enter into a Service Level Agreement with a successful Tenderer.

The copy of the Service Level Agreement will be discussed with the successful Service Provider.

## 13. **COMMITMENT TO TENDER BY THE SERVICE PROVIDER**

This RFQ is issued on behalf of The Board of Directors of Savannah Country Estate Homeowners Association.