



EXECUTIVE SUMMARY OF BID EVALUATION REPORT

CS/RP/SM-007/2023: CONSULTANCY SERVICES FOR THE PROVISION OF PROFESSIONAL SERVICES FOR SURVEYING SERVICES OF THE OUTER FIGURE AND THE CADASTRAL BOUNDARIES OF TOWNSHIPS ESTABLISHED ON PORTIONS 182, 183 AND 184 OF THE REMAINDER OF PORTION B OF SWAKOPMUND TOWN AND TOWNLANDS NO.41

SCOPE OF CONTRACT	CONSULTANCY SERVICES FOR THE PROVISION OF PROFESSIONAL SERVICES FOR SURVEYING SERVICES OF THE OUTER FIGURE AND THE CADASTRAL BOUNDARIES OF TOWNSHIPS ESTABLISHED ON PORTIONS 182, 183 AND 184 OF THE REMAINDER OF PORTION B OF SWAKOPMUND TOWN AND TOWNLANDS NO.41
PROCUREMENT METHOD USED	REQUEST FOR PROPOSALS
DATE OF BID INVITATION	23 MAY 2023
CLOSING DATE	19 JUNE 2023 AT 11H00.
NUMBER OF BIDS RECEIVED	6

EVALUATION REPORT

The following bidders are identified **not** to be responsive to the requirements of the **ELIGIBILITY CRITERIA**, as stipulated:

S/N	Bidder/Supplier	Observations
1	G Marwa Land Surveyors	Bidding notices Number 1 and 2 not submitted.
2	CG Pieterse Land Surveyors	The annual membership fee proof of payment is older than a year, 29 March 2022 and no confirmation of good standing letter from SURCON.
6	Strydom & Associates Land Surveyors	Power of attorney not attached

The following bidders are identified **not** to be responsive to the requirements of the **ELIGIBILITY CRITERIA**, as stipulated:

S/N	Bidder/Supplier	Amount	Reasons/s
3	F Mutengu Land Surveyors	1,300,510.00	85% Technical score 100% Financial score
4	R Munyonga Land Surveyors	1,408,168.17	98% Technical Score 92.% Financial score
5	NJ Hangula Land Surveyors	1,165,886.77	100% Technical Score 0% Financial Score

GENERAL TECHNICAL DISCUSSIONS/COMMENTS

According to R Munyonga Land Surveyors' prices breakdown, they worked per extension, hence his line in the graph attached is between 250 and 500 erven. This is because there is a total number of **314 erven in Portion 184**, **313 erven in Portion 183** and **283 erven in Portion 182**. Whilst F Mutengu Land Surveyors worked on the total number of erven in all the portions, which are 910 erven, hence his line is between 500 and 1000 erven. As for NJ Hangula Land Surveyors, they worked on 1000 erven, however, their break down is beyond 1000 erven as it can be seen on the graph below.

- (ii) for each additional piece of land which exceeds the pieces contemplated in subparagraph (i).
- (c) a fraction of a square metre is considered to be a full square metre.

TABLE A

Fees for the survey of pieces of land up to 20 000 m² in extent

COLUMN 1 Number of pieces of land	COLUMN 2 Fee for each piece of land according to area in square metres						
	300 or less	301 to 400	401 to 600	601 to 1 000	1 001 to 1 500	1 501 to 4 000	4 001 to 20 000
	N\$	N\$	N\$	N\$	N\$	N\$	N\$
1	5 746	6 415	6 720	7 195	7 765	8 755	8 869
2	3 876	4 337	4 578	4 906	5 263	5 514	5 926
3	2 916	3 257	3 462	3 743	4 092	4 517	4 874
4	2 558	2 861	3 056	3 307	3 604	3 928	4 212
5	2 314	2 603	2 792	3 056	3 289	3 575	3 811
10	1 872	2 135	2 264	2 440	2 702	3 127	3 350
20	1 681	1 922	2 040	2 221	2 437	2 804	3 064
50	1 363	1 634	1 789	1 990	2 221	2 581	2 792
100	1 241	1 544	1 698	1 922	2 124	2 509	2 722
250	1 066	1 403	1 555	1 789	1 973	2 472	2 671
500	864	1 217	1 378	1 620	1 831	2 430	2 588
1 000	738	1 104	1 292	1 518	1 720	2 386	2 538
Each additional piece more than 1 000	673	1 004	1 175	1 404	1 598	2 285	2 386

TABLE B

The successful bidder is expected to undertake the following tasks: supplying survey records to verify the positions of the beacons of the preparing and supplying prescribed reports and certificates; preparing, lodging with the Surveyor-General and supplying diagrams and general plans in the form and number prescribed for registration, supplying, and erecting new beacons and permanently marking main survey stations.

The Bid Evaluation Committee had the final meeting for the financial proposal evaluation and concluded the evaluation process. The lowest bidder is not in line with the gazetted tariffs. Their unit prices are relatively below the prescribed fees.

Sub regulation 2 (2) (a) of the Government Gazette Number 5820: Tariff of fees chargeable by professional land surveyors stipulates that: **if the number of pieces of land to be surveyed exceeds a number specified in Column 1, other than 1000, but not the next higher number specified, the land surveyor must charge for the work done per area in square metres, the fees specified in Column 2 for that specified number which is exceeded and which is proportional to the number of pieces of land specified in Column 1 for the number of pieces of land exceeding the number contemplated in subparagraph 1.** The gazetted tariffs are attached as **Annexure A**.

The Bid Evaluation Committee applied the above regulation by drawing graphs and Bidder No. 3 and 4 have straight lines, however the graph for Bidder number 5, that is not complying to the tariffs has a curved line.

The selection method has been clearly outlined under sub-section 1.1 of the Instructions to Consultants – Data Sheet, that the method of selection is “Quality and Cost Base Method”.

R Munyonga Land Surveyors are the highest scorer, with 96.8%, followed by F Mutengu Land Surveyors who scored 88% and NJ Hangula Professional Land Surveyors overall scoring 80%

Considering the provision of Section 5.7 of the bid document, R Munyonga Land Surveyors is the “substantially responsive bidder”.

*In case of QCBS, the lowest evaluated Financial Proposal (Fm) will be given the maximum financial score (Sf) of 100 points. The financial scores (Sf) of the other Financial Proposals will be computed as indicated in the **Data Sheet**. Proposals will be ranked according to their combined technical (St) and financial (Sf) scores using the weights (T = the weight given to the Technical Proposal; P = the weight given to the Financial Proposal; T + P = 1) indicated in the **Data Sheet**: $S = St \times T\% + Sf \times P\%$. The firm achieving the highest combined technical and financial score will be invited for negotiations.*

BEST EVALUATED BID:

Bidder: 3	R MUNYONGA LAND SURVEYORS
Amount of: (VAT Incl.)	N\$ 1,408,168.17

MUNICIPALITY OF SWA BOND
2023-09-05
H KANANJEMBO
HEAD OF PROCUREMENT
HEAD OF PROCUREMENT