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TERMS OF REFERENCE FOR APPOINTMENT OF SERVICE PROVIDER TO RENDER A SERVICE WITHIN VALUATION DIRECTORATE FOR USE AND ACCESS TO THEIR PROPERTY DATABASE SYSTEM

1. PURPOSE

- 1.1. To request the appointment of an external service provider, for rendering a service within Valuation Directorate, Department of Public Work and Infrastructure for use and access to their property database.

2. BACKGROUND

- 2.1 Valuation Directorate provides expert advice to all spheres of government and entities in relation to valuation of immovable properties. This process requires a detailed market analysis for a property being valued. A reliable property database system is an important enabling resource in this regard. The market related value or rental of immovable property is informed by the comprehensive market research in that particular segment.

3. REQUIREMENTS

- 3.1 The Service Provider should provide the following:
 - **To award a 24 months fixed contract.**
 - Provide access to their property data base system for 20 users
 - Provide training on the system and be accessible at all times
 - Allocate passwords to each individual user
 - Regularly updated system which should be accessible for unlimited Usage.
 - Provide a national property database



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3.2 Property Searches must include the following:

- Updated and accurate information relating to property details (Legal Description and extent).
- Correct data on farm portions and extent
- Correct Coordinates of the subject property/ies
- Easy access to Aerial Photos (Google Earth)
- Street views for all properties including the Farms
- Comparable Sales Table – a complete list of all transacted properties extending to neighborhood areas not to be limited.
- Listed properties for all purposes rental and purchases
- Comparable Sales Map showing where the comparable sales are located in relation to the subject property
- Latest Municipal Valuations for all municipalities (257 Municipalities)
- Amenities showing the closest amenities to the subject property including the suburb they are in and distance from the subject property.
- Detailed Suburb trends
- Endorsements as per Title Deed
- Property report to provide full information whenever requested.

4. PAYMENT SCHEDULE

- Once – Off payment, all costs included.



public works
& infrastructure

Department
Public Works and Infrastructure
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