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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, to render the service within Valuation Services, Department of Public Work and Infrastructure for use and access to their property database.

2. BACKGROUND

- 2.1 Valuation Services provides expert advice to all spheres of government regarding valuation of immovable properties. For successful analysis of the market value of a property, we conduct market research and require property related information.

3. REQUIREMENTS

- 3.1 The following are expected from the service provider:
 - To award a 24-month fixed contract.
 - Provide access to their property database system for 20 users
 - Provide training on the system and always be accessible
 - 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:

- Property details (Legal Description)
- Coordinates of the subject property/ies
- Aerial photograph (Google Earth)
- Street views for all properties including the Farms
- Comparable Sales Table
- Listed properties
- Comparable Sales Map showing where the comparable sales are in relation to the subject property
- Latest Municipal valuation of the subject property
- Amenities showing the closest amenities to the subject property including the suburb they are in and distance from the subject property.
- Suburb trends
- Endorsements as per Title Deed

4. PAYMENT SCHEDULE

- Two payments to be made on an annual basis for the first and second year all costs included.

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