

**Hessequa Municipality**



**MUNICIPAL SUPPLY CHAIN MANAGEMENT  
INVITATION TO SUBMIT CLOSED QUOTATION**

**THE CLEANING OF RESIDENTIAL AREAS BY MEANS OF SMALL CONTRACTORS  
IN RIVERSDALE AREAS (PROGRESS ESATE, KWANOKUTHULA, MORESTOND  
AND PANORAMA EXTENSION AND ALOERIDGE)**

RQ Nr: 55018

24 May 2017

**Dear Sir/Madam**

Please provide a written quotation for the supply of goods and / or services as detailed in the list attached.

The quotation must be submitted, on the official letterhead of your business, by the one of the following means for the attention of Ms Carisha Prins

- Email [carisha@hessequa.gov.za](mailto:carisha@hessequa.gov.za)
- Per Hand at the Hessequa Municipality SCM offices, Post Office Building, 19 Main Road, Riversdale, 6670

**Quotations must reach the Municipality by no later than 12:00 on 05 June 2017**

The following conditions will apply to all quotations:

- Prices quoted must be firm, inclusive of VAT and where applicable for delivery to the address indicated below. The total amount of the quotation must also be clearly indicated;
- Please refrain from quoting on goods that are out of stock or not usually stocked by your company, or indicate on your quotation that this is the case and what the delivery period on those items will be;
- If your quotation is accepted, goods and/or services must be supplied and delivered to the below mentioned address, accompanied by your delivery note and invoice (if possible);
- Quotations must to be valid for a period of 30 days;
- The delivery period must be indicated.

- The closed quotation is subjected to the General Conditions of Contract as contained in MFMA Circular 25 of 2005 and the conditions contained in Hessequa Municipal SCM POS section 3.2.4.
- If a quotation is submitted for the goods; services or works requested, you the supplier accepts the conditions of this quotation and that the goods; services and works will be supplied or constructed as per this quotation.
- A formal order will be issued to the successful supplier that will be a written instruction to the supplier to supply; deliver or construct as per specifications contained in this quotation.

If your quotation does not comply with above stated conditions, your quotation will not be considered.

If you have not received a response from the Municipality within thirty (30) days after the closing date of the quotation, please regard your quotation as unsuccessful.

Should you be interested in wanting to know to who the successful bidder was, you may consult our website at [www.hessequa.gov.za](http://www.hessequa.gov.za) where monthly reports on awards will be published.

Quotations will be evaluated and adjudicated in terms of the Preferential Procurement Policy Framework Act (Act 5 of 2000), The Preferential Procurement Regulations, 2017 and the Hessequa Municipality's Supply Chain Management Policy, for which 80 points will be allocated in respect of price and 20 points in respect of B-BBEE contribution.

The Municipality reserves the right to withdraw any invitation for closed quotations and/or to re advertise or to reject any quotation or to accept a part of it. The Municipality does not bind itself to accepting the lowest quotation.

Any Prospective Service Provider must make sure that they are registered and are valid on the Database of Hessequa Municipality and/or on the Centralised Supplier Database (CSD) and that they are in possession of a Valid Tax Clearance Certificate.

Please address any technical enquiries regarding the specifications to Mr Andre Hansen  
Tel: 028 713 7861 or any Supply Chain Management related enquiries to Ms Carisha Prins at  
Tel: 028 713 8082.

**A compulsory clarification meeting will be held on at the following:**

<u>PLACE</u>	<u>TIME</u>	<u>DATE</u>
<b>RIVERSDALE MUNICIPAL STORE, MULDER STREET, RIVERSDALE, 6670</b>	<b>15:30 PM</b>	<b>MONDAY 29 MAY 2017</b>

**Important note: a valid original or certified B-BBEE certificate must be submitted with the documentation. (MBD 6.1 Preference Points Claim form need to be completed to claim points. NB- Only point's claims will be awarded. The MBD 6.1 is available from the municipal website at [www.hessequa.gov.za](http://www.hessequa.gov.za) under the tab SCM INFORMATION AND REPORTS or at the Supply Chain Management offices at Post Office Building, 19 Main Road, Riversdale.)**

## **SPECIFICATIONS: CLEANING OF RESIDENTIAL AREAS**

### **Scope of Work**

The work entails the cleaning of general waste, garden refuse, areas where illegal dumping occurs, as well as public open spaces in the previously disadvantaged areas of Hessequa Municipality. Small contractors must employ at least 10 temporary workers for each area to assist with all cleaning activities in the areas as indicated below:

1. Progress Estate
2. Kwanokuthula
3. Mōrestond and Panorama Extension
4. Aloeridge

### **Duties to be performed:**

- Removal of all garden refuse from sidewalks, municipal open areas and transported to the municipal landfill site.
- Cleaning of all areas where illegal dumping occur.
- Clean all public open spaces e.g. parks, cemeteries, municipal land through the removal of littering, eradicating weeds and all types of refuse.
- Contractor must report weekly to local foreman on the progress of works.
- Refuse shall be stockpiled ( to be confirmed on site )

### **Labour**

- The Contractor shall be responsible for the management and supervision of the labourers, which includes the safety, discipline, productivity, human resources relations of the labourers.
- The Contractor must supply tools to workers to do work.
- Contractor must have permanent supervision on site.
- A minimum of 10 labourers should be employed by the Contractor for each area.
- The shake-shake method shall be used for the appointment of the labourers and be paid a minimum rate of R160.00 per day as per EPWP requirements.
- The labourers must be employed from the areas where the cleaning shall occur
- All Personal Protective Equipment/Clothing shall be provided by the contractor and ensure a safe environment at all times.

## Transportation

The Municipality shall be responsible for the transport of all garden refuse to the local landfill site on a daily basis.

<b>Pricing Schedule: Area : Progress Estate</b>			
<b>ITEM NO</b>	<b>ITEM DESCRIPTION</b>	<b>Rate</b>	
		<b>R</b>	<b>c</b>
1	Cleaning of all types of waste in indicated areas- and transporting the waste to the local landfill site(minimum of 30ton per day)-labour exclusive		
2	1xSupervisor		
3	10xLabour(minimum wage of R160 per day)		
4	Additional Labour		
5	1xLDV- Running cost all inclusive		
	VAT(14%) Applicable to VAT registered vendors only		
	Total Amount		

<b>Pricing Schedule: Area : Kwanokuthula</b>			
<b>ITEM NO</b>	<b>ITEM DESCRIPTION</b>	<b>Rate</b>	
		<b>R</b>	<b>c</b>
1	Cleaning of all types of waste in indicated areas.		
2	1 x Supervisor		
3	10 x Labour (minimum wage of R160 per day)		
4	Additional Labour		
5	1 x LDV- Running cost all inclusive		
	VAT (14%) Applicable to VAT registered vendors only		
	Total Amount		

<b>Pricing Schedule: Area : Môrestond and Panorama extension</b>			
<b>ITEM NO</b>	<b>ITEM DESCRIPTION</b>	<b>Rate</b>	
		<b>R</b>	<b>c</b>
1	Cleaning of all types of waste in indicated areas.		
2	1 x Supervisor		
3	10 x Labour(minimum wage of R160 per day)		
4	Additional Labour		
5	1 x LDV- Running cost all inclusive		
	VAT (14%) Applicable to VAT registered vendors only		
	Total Amount		

<b>Pricing Schedule: Area : Aloeridge</b>			
<b>ITEM NO</b>	<b>ITEM DESCRIPTION</b>	<b>Rate</b>	
		<b>R</b>	<b>c</b>
1	Cleaning of all types of waste in indicated areas.		
2	1 x Supervisor		
3	10 x Labour(minimum wage of R160 per day)		
4	Additional Labour		
5	1 x LDV- Running cost all inclusive		
	VAT (14%) Applicable to VAT registered vendors only		
	Total Amount		

## Maps

### Progress Estate





Kwanokuthula





# Môrestond and Panorama Extension





Aloeridge



