

## Hessequa Municipality



### **MUNICIPAL SUPPLY CHAIN MANAGEMENT INVITATION TO SUBMIT CLOSED QUOTATION THE CLEANING OF ERVEN IN THE HESSEQUA AREA**

RQ Nr: 55182

30 June 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 10 July 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 7948 or any Supply Chain Management related enquiries to Ms Carisha Prins at  
Tel: 028 713 7974.

**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 points 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 GENERAL TENDER INFORMATION or at the Supply Chain Management offices at Post Office Building, 19 Main Road, Riversdale.)**

## SPECIFICATIONS FOR THE CLEANING ERFS IN THE HESSEQUA AREA

- 1) All alien plants must be cut off at a high of 150 mm from ground level.
- 2) All indigenous plants; **excluding protected plants** and trees (Melkhout trees and Yellow wood trees), must be cut off at a high of 150mm from ground level.
- 3) All alien plants must be cut of at a high of 150 mm.
- 4) All trees must only be cleared at the bottom of the tree up to maximum of a third of the total high of the tree.
- 5) Long grass must be cut to ground level.
- 6) All trees, plants and other waste must be removed to the nearest local waste disposal site by the contractor.
- 7) All overgrown sites must be clean within 30 days after the work has been allocated to a contractor.

The following erven needs to be cleaned:

### Albertinia:

Erf 45 Hornstraat 12

Erf 1014 Hornstraat 16

Erf 1060 Marchstraat 3C

Erf 1051 Singleton singel 5

Erf 1052 Singleton singel 5A

Er1038 Stanfordstraat 49

Erf 2272 Heuwelstraat 24

### Still Bay West:

Erf 3088 Palingsingel 1

Erf 1609 Albatroslaan 5

Erf 1146 Hoofweg wes 4A

Erf 310 Kerkstraat 17

Erf 311 Pastoriestraat 23

Efr 1642 Oesterlaan 42

Erf 2522 Perdekuillaan 19

Erf 2528 Melkboomstraat 25

Erf 299 Grysboklaan 19  
 Erf 1419 Madeliefiesteeeg 1  
 Erf 1360 Lobeliasingel 2  
 Erf 1414 Ericarylaan 62  
 Erf 2824 Prinsloorylaan 24  
 Erf 2549 Melkboomstraat 27

**Heidelberg:**

Erf 1958 Van Riebeecksstraat 14  
 Erf 958 Droekloofstraat 11

**Riversdale:**

Erf 5780 Proteastraat 44  
 Erf 5606 Petuniatraat

**Gouritsmond:**

Erf 208 Seesigstraat 6  
 Witsand: Erf 402 Blombossingel 13

**PLEASE INDICATE THE COMPLETION PERIOD**

<b>Pricing Schedule</b>			
<b>ITEM NO</b>	<b>ITEM DESCRIPTION</b>	<b>Rate</b>	
		<b>R</b>	<b>c</b>
1	Cleaning of erven		
2	Removal of all trees, plants and other waste to the nearest local waste disposal site		
	<b>VAT (14%) Applicable to VAT registered vendors only</b>		
	Total Amount		