

Hessequa Municipality



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

RQ Nr: 58765

09 April 2018

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
- Per Hand at the Hessequa Municipality SCM offices, Post Office Building, 19 Main Road, Riversdale, 6670

QUOTATIONS MUST REACH THE MUNICIPALITY BEFORE OR AT 12:00 ON 16 APRIL 2018 NO LATE QUOTATIONS WILL BE CONSIDERED

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 a quotation are called for a specific number of items, Council reserves the right to change the number of such items to be higher or lower. The successful quotationer will then be given an opportunity to evaluate the new scenario and inform the Municipality if it is acceptable. If the successful quotationer does not accept the new scenario, it will be offered to the second-placed quotationer. The process will be continued to the Municipality's satisfaction.

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

SPECIFICATIONS FOR CLEANING ERVEN WITHIN THE AREA OF HESSEQUA MUNISCIPALITY

1. All alien plants must be cut off at a height 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 height of 150mm from ground level.
3. All trees must only be cleared at the bottom of the tree up to a maximum of a third of the total height of the tree.
4. Long grass must be cut to ground level.
5. All trees, plants and other waste must be removed to the nearest local waste disposal facility **by the contractor.**
6. **Contractors should visit each site to determine the amount of work to be done at each erf.**

The following erven needs to be cleaned:

<u>Item No</u>	<u>Description</u>	<u>Amount (VAT Excl)</u>
<u>Still Bay:</u>		
1	Erf 194 - Protealaan 3	
2	Erf 1349 - Bergrooslaan 22	
3	Erf 3072 - Melboomstraat 40	
4	Erf 638 - Galjoenstraat 15	
5	Erf 637 - Galjoenstraat 13	
6	Erf 641 - Dageraad straat 7	
7	Erf 1591 - Hoofweg wes 76	
8	Erf 2539 - Buitekantstraat 27	
9	Erf 2527 - Buitekantstraat 23	
10	Erf 2565 - Perdekuillaan 46	
11	Erf 3920 - Patrysonontwikkeling	
12	Erf 3081 - Melkboomstraat 53	
13	Erf 2832 - Marlinstraat 16	
14	Erf 2827 - Marlinstraat 16	
15	Erf 256 - Grysboklaan 20	
16	Erf 508 - Voortrekkerstraat 12	
<u>Jongensfontein:</u>		
15	Erf 234 - Rowwekliplaan 63	
<u>Albertinia</u>		
16	Erf 1457 - Blesbokstraat 25	
17	Erf 1459 - Blesbokstraat 21	
<u>Gouritsmond:</u>		
18	Erf 403 - Kusweg 39	
<u>Witsand:</u>		
19	Erf 409 - Blombossingel 10	
20	Erf 413 - Blombossingel 2	
21	Erf 150 - Moodiestraat (Landelik)	
22	Erf 402 - Blombossingel 13	
<u>Riversdale:</u>		
23	Erf 4299 - Versveldstraat 52	
24	Erf 5320 - Irisstraat 6	
25	Erf 5340 - Van Riebeeckstraat 114	
26	Erf 5606 - Putiniatraat 15	
27	Erf 5547 - Progress straat 9	
<u>Heidelberg:</u>		
28	Erf 1429 - Eksteenstraat 74	
29	Erf 2843 - Meadowstraat 114 B	
30	Erf 2718 - Swartstraat 35 A	
31	Erf 958 - Droekloofstraat 11	
Total Excl VAT		
VAT		
Total Incl VAT		