

**REQUEST FOR QUOTATIONS**

**RFQ 328A/2013**

**MOWING – MUNICIPAL CEMETERIES AND MAIN ROADS**

The cemeteries to be included in the quotation are:

- A. Lavender Valley
- B. Kings Flats

Roads to be included in the quotation are:

- C. Old East London Road
- D. DR Jacob Zuma Drive & Albert Road

Quotations submitted must be numbered individually in the format above (A, B, C, and D)

Service providers are allowed to quote for one or all of the sections

**PLEASE NOTE THE FOLLOWING COMPULSORY CONDITIONS:**

1. PREVIOUS EXPERIENCE IN GRASS CUTTING IS ESSENTIAL LIST AT LEAST TWO CONTACTABLE REFERENCES
2. MACHINES NEED TO BE AVAILABLE FOR INSPECTION PRIOR TO COMMENCEMENT OF DUTIES
3. STRICT DEADLINES WILL NEED TO BE ADHERED TO WHICH WILL BE COMMUNICATED BY THE PROJECT MANAGER
4. A COMPULSORY SITE INSPECTION WILL TAKE PLACE ON FRIDAY 17 JANUARY 2014 AT 09:00 AT PARKS DEPARTMENT

**The following conditions will apply:**

- Must be registered on the Municipal Suppliers Database;
- Price must be VAT inclusive (for all registered vendors);
- The Municipality is not obliged to accept the lowest or any quotation;
- A firm delivery period must be indicated;
- All quotations will be adjudicated in terms of council's Supply Chain Management Policy;
- The following documentation must be submitted with your quote in order to be considered, failing which will lead to disqualification:
  - a) An original valid SARS Tax Clearance Certificate
  - b) A valid Billing Clearance Certificate from your Local Municipality
  - c) Copy/ies of the Company registration e.g. CK1, CK2, Trust documents, sole provider etc.
  - d) An original certified copy of the B-BBEE certificate
  - e) Completed MBD 4 form (Declaration of Interest)
  - f) Completed MBD 9 form ( Certificate of Independent Bid Determination)

- Please ensure that all returnable documentation are numbered (e.g. page 1 of 5 etc.) and binded in 1 (one ) document ;
- The quotations must be submitted on the Letterhead of your business.
- Please ensure that the returnable documentation is placed in a sealed envelope clearly indicating the **RFQ Number & DESCRIPTION** on the envelope;
- **THE QUOTATION BOX IS LOCATED UPSTAIRS SITUATED IN THE FINANCE DIRECTORATE, 86 HIGH STREET, GRAHAMSTOWN, (DURING NORMAL OFFICE HOURS).**
- Quotes that are late will not be accepted. Quotations per fax or E-mail will also not be considered.
- The evaluation criteria is 80:20

**NB: BIDDERS WHO ARE IN THE SERVICE OF THE STATE WILL NOT BE CONSIDERED.**

Project Manager: Mr Mbangi

Contact Details: 046603 6093

Closing Date: 23 January 2014

Closing Time: 12H00

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**MR M PLANGA**

**ACTING MUNICIPAL MANAGER**