

## REQUEST FOR QUOTE (RFQ)

Description of Goods/Service required: **APPOINTMENT OF REPUTABLE SERVICE PROVIDER TO MAINTAIN THE MARKET GARDENS FOR THREE (3) MONTHS PERIOD**

Requisition No. **38602** RFQ No. 38602 Advert date: **10 November 2011** Closing Date: **18 November 2011 at 11:00 AM**

### THE FOLLOWING MINIMUM REQUIREMENTS WILL APPLY:

1. South African Revenue Services (SARS) valid Tax Clearance Certificate
2. Proof of Company Registration and company profile
3. Completed and signed MBD forms 4, 6, 1, 8 and 9 and National Treasury Conditions of contract (initialed).
4. Quotations will be evaluated on PPPFA 80/20 points system.
5. Price(s) quoted must be valid for at least sixty (60) days from the date of your offer and be according to specification.
6. Price(s) quoted must be firm and inclusive of VAT (If VAT registered)
7. The following information must be indicated; percentage owned by HDI, Women; Disabled and emerging SMME's (Attach proof of turnover or financial statements) and if not indicated service providers will be allocated zero on preferential points.
8. Exclusion of other items will cause a disqualification, all quotes must be prepared according to the scope of work.

The MBD Forms, NT Conditions of Contract and the Supplier Database forms can also be downloaded from our website under the Procurement menu – [www.joburgmarket.co.za](http://www.joburgmarket.co.za) or obtainable from SCM Office, (4<sup>th</sup> floor)

Please note that Service Provider not registered on the database will be required to register on Joburg Market database prior to the order being finalized.

**NB: Failure to submit and comply with the above requirements will lead to a disqualification.**

### SPECIFICATIONS

The gardening services to be provided shall include but not limited to the following services, Grass services (grass cutting), flower beds, weed killing and pruning of trees. For more information refer to the attached RFQ document.

### EVALUATION CRITERIA

Price = 80

Preference points = 20 (HDI =4, Female =4, Disability=1, Emerging SMME's =6 and Locality=5)

### GENERAL

A compulsory briefing session with representatives of interested parties will take place on 15/11/2011 at 10h00. Prospective bidders are requested to meet in the conference room on the 4<sup>th</sup> floor of the Market Main Building, Joburg Market, Heidelberg Road, City Deep.

The quotation must be submitted in either of the following ways before the closing date & time:

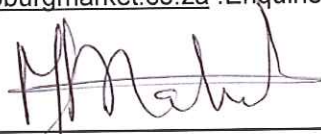
1. In a sealed envelope, duly endorsed: **Requisition No.38602 Appointment of a service provider to maintain the Market gardens for three (3) months period**, the name and address of the service provider and then be deposited in the **tender box at 4th floor Supply Chain office**, which address is indicated above.
2. By fax to fax number: **086 244 5149** or email to **rmammburu@joburgmarket.co.za**

**NB: No quotations will be accepted after the closing date.**

Joburg Market is not obliged to appoint the cheapest tender and reserves the right not to accept any submission and to re-advertise if it so wishes. Service providers will be adjudicated according to the Supply Chain Management Policy using the 80/20 point system, based on the Preferential Procurement Policy Framework Act 5 of 2005 and MFMA, Act 56 of 2003 as well as the Broad-Based Black Economic Empowerment Act, Act 53 of 2003. It is the supplier's responsibility to ensure that all documents are received by Joburg Market before the closing date and time.

Enquiries: Technical enquiries must be addressed to Mr. Wandile Modiba 011 992 8124 or at [wmodiba@joburgmarket.co.za](mailto:wmodiba@joburgmarket.co.za) and SCM enquiries to Mr. Rofhiwa Mammburu at Tel 011 992 8119 or [rmammburu@joburgmarket.co.za](mailto:rmammburu@joburgmarket.co.za). Enquiries must be done in writing on or before closing date.

Approved by \_\_\_\_\_



09/11/2011

**Supply Chain Operations Manager**