

QUOTATION SC 838/2010

SPECIFICATION: GARDEN SERVICE, OVERSTRAND MUNICIPALITY

- **PROJECT DEFINITION**

The successful contractor will be expected to provide a garden service at the Overstrand Head Office, Hermanus, subject to the conditions listed below.

- **PROJECT DURATION**

Contract will run until 30th June 2010.

- **PROJECT REQUIREMENTS**

The successful contractor will be expected to cut and maintain all grass and verges within the specified area a minimum of twice a month.

All flower beds are to be kept neat and weeded. The contractor will be expected to pick up loose papers and leaves and all rubbish must be removed to the transfer station.

No garden debris, grass or branches are to be left on the sites overnight. All refuse must be removed daily.

The successful contractor will be expected to report all faults on the irrigation systems so that maintenance can be affected.

The successful contractor must have personnel on site for 3 days a week, (Mondays, Wednesdays and Fridays from 8:00am to 16:30 pm) for general cleaning purposes, e.g. picking up papers, leaves, etc. Should it rain, it will be expected of the contractor to make another time available that week to work.

The successful contractor will also be expected to plant various shrubs and bushes, as supplied by the Municipality.

It will be expected of the contractor to cut grass at the parking area and must be arranged with the operational manager as and when it will be cut. The successful contractor will be responsible for the spraying of all pesticides and the application of nutrients to the grass and shrubs. These materials will be supplied by the Municipality.

All tenderers will be expected to supply a list of equipment and manpower for evaluation purposes. It will be expected that the tenderers will at least have a light delivery vehicle (750kgs) two lawnmowers and two weed eaters as well as spare equipment in case of equipment failures.

All tenderers will be required to submit proof of similar projects undertaken.

The contractor will also be expected once a month to regularly drain and clean the fish pond, at the Head Office. The successful contractor will have to check with the Operational Manager as to what day the work shall be undertaken.

The successful contractor will be monitored on a regular basis. Failure to provide a service to the required standards could lead to the termination of the contract.

- **HEALTH AND SAFETY**

The successful contractor will be required to comply with all the health and safety regulations as specified by the Department of Labour and failure to do so will render the contractor liable for all damages caused and cancellation of the contract. The contractor will also be responsible for road and site safety and for the provision of the necessary signage. It will be incumbent upon the contractor to provide proof that his equipment, operational and safety plans comply with the Department of Labour specifications. The successful contractor will have to have insurance for damages to vehicles.

- **PRICING SCHEDULE**

ITEM NO.	DESCRIPTION	UNIT RATE / month	TOTAL PRICE
1	Overstrand Head Office	R	R

- **VAT**

All prices are to include for VAT.

- **RATES**

Rates must be fixed for the entire contract period and are to include for all overhead costs and transport. The quotation is to remain valid until 30 June 2010

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Signature of tenderer

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Date