

LEBONE II COLLEGE OF THE ROYAL BAFOKENG



LEBONE II
College of the Royal Bafokeng

LANDSCAPING MAINTENANCE SERVICES CONTRACT FOR A THREE YEAR PERIOD

REQUEST FOR INFORMATION (RFI) DOCUMENT

FEBRUARY 2026

ISSUED BY:



PREPARED BY:



**BGQS CONSULTING
QUANTITY SURVEYORS
RUSTENBURG
TEL: 014 – 592 5498**

NAME OF TENDERER:

ADDRESS OF TENDERER:.....

TEL:EMAIL:

C O N T E N T S

1. Section A – Notice of Tender Opportunity: Request for Information (RFI)
2. Section B - Returnable Documents: Request for Information (RFI)

SECTION A

NOTICE OF TENDER OPPORTUNITY: REQUEST FOR INFORMATION (RFI)

**LEBONE II COLLEGE OF THE ROYAL BAFOKENG**

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SECTION A: LANDSCAPING MAINTENANCE SERVICES: NOTICE OF TENDER OPPORTUNITY: RFI**LEBONE II COLLEGE OF THE ROYAL BAFOKENG****NOTICE OF TENDER OPPORTUNITY AND REQUEST FOR INFORMATION (RFI)**

**APPOINTMENT OF LANDSCAPING MAINTENANCE SERVICES CONTRACTOR
 FOR THE
 COMPLETE LANDSCAPING MAINTENANCE REQUIREMENTS OF THE COLLEGE**

Lebone II College of the Royal Bafokeng wishes to procure a Landscaping Maintenance Services Contractor for a three year period.

Tender documents will be issued to Companies who can meet the following general eligibility criteria:

1. Tenderers must be currently operating a Landscaping Maintenance Services Business;
2. Tenderers must have an established current Landscaping Maintenance Services with, lawnmowers and all other equipment necessary to execute the landscaping scope, and be prepared to upgrade such current equipment to the necessary College standards if successful in securing this Landscaping Maintenance Services Contract;
3. Tenderers must be listed on the RBED SMME Database and be able to provide a Letter from the RBED confirming their listing;
4. Joint Ventures comprising a RBED SMME Company and an external company will be acceptable, provided that both the RBED SMME Company and the external company can each meet all the above requirements. In addition the RBED SMME Company must have at least a majority stake (>50.1% ownership) in the intended Joint Venture.

Should your Company be able to comply with the above eligibility criteria, you are invited to contact Mr. Pieter van Wyk of BGQS Consulting Services, on telephone number (014) 592 5498 or e-mail: pietervw@bgqs.co.za and request the RFI Returnable Documents which must be completed by yourselves and submitted to the Quantity Surveyors for assessment by no later than 17h00 on Wednesday 11 February 2026.

If your Company can prove that it meets the above general eligibility criteria as well as the standards required for the other RFI Returnable Documents, then your Company will be added to the Tender List of companies that will be invited to receive the actual Tender Documents that will detail the Scope of the Landscaping Maintenance Services, the Contract Conditions, Pricing Schedules and all the other relevant Tender Information.

Thank you for your assistance and any queries in this regard may be addressed to the contact person listed above.

RBN – A RELEVANT AND INNOVATIVE TRADITIONAL COMMUNITY IN A CHANGING WORLD

SECTION B

RETURNABLE DOCUMENTS: REQUEST FOR INFORMATION (RFI)

SECTION B**REQUEST FOR INFORMATION (RFI) RETURNABLE DOCUMENTS****Notes:**

- All Returnable Documents herein shall be filled out in full.
- If a Joint Venture entity is being considered, then all Returnable Information and Documents are required for each legal entity comprising the Joint Venture.
- Lebone II College may request further information or clarification from entities responding to this RFI further than that set out herein.
- Lebone II College reserves its rights to change the current methodology of generating the tender list for the envisaged Landscaping Maintenance Services Contract and will not necessarily make a selection of tendering entities based upon the information provided in response to this RFI. Furthermore, Lebone II College shall be entitled to act in its best interests at all times including cancelling this RFI, not acting in accordance with the information provided, cancelling or postponing the issue of and award of the tender.
- **Submissions should be emailed in soft copy PDF to tender@bqgs.co.za no later than Friday, 13 February 2026; 17:00h**

CONTENTS

1. General Company Information with supporting CIPC documentation
 - a. Copy of current Tax clearance certificate
 - b. Copy of current VAT certificate
 - c. Copy of BEE certificate
 - d. Financial statement (last 3 years)
2. Confirmation of current Landscaping Maintenance Services & addresses of areas being serviced
3. Schedule for current landscaping equipment
4. Schedule of vehicles
5. Schedule of current landscaping staffing
6. Current & previous experience with Landscaping Projects including Clients
7. RBED SMME - Letter of Confirmation

1. GENERAL COMPANY INFORMATION

Name of Firm / Company / CC:	
Head Office Physical Address:	
Postal Address:	
Contact Person:	
Telephone No.:	
Cell No.:	
Email Address:	
Place of incorporation/registration:	Year of incorporation/registration:
Company Registration number:	VAT Registration number:
Company Tax registration number:	Employees PAYE registration number:
Annual Turnover (excluding VAT) per last 3 financial years: 2025: _____ 2024: _____ 2023: _____	

Note: Supporting CIPC documents are to be attached to verify the above information.

2. Confirmation of current Landscaping Maintenance Services business & address of Landscaping

I /We hereby confirm that we currently operate a Landscaping Maintenance Services Business operating under the name of:

.....

Name of person supplying the information:

Contact Details of person supplying the information:

Position in the Business:

The Shareholders / Members / Owners of the above entity are: (supply ID copies)

Mr/ MsID noand

Mr/ MsID noand

Mr/ MsID noand

The Directors of this entity are: (supply ID copies)

Mr/ MsID noand

Mr/ MsID noand

Mr/ MsID noand

The Landscaping Maintenance Services provided is located at the following physical address: (supply proof of address)

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3. Schedule of current landscaping equipment

Does your company have an irrigation technician: (please tick the relevant box below)

Yes	No

If yes, is he/she full-time employed or outsourced:

In-house	Outsourced

Does your company have a herbicide/pesticide and chemical operator:

Yes	No

If yes, is he/she full-time employed or outsourced:

In-house	Outsourced

Which of the following equipment does your company have:

Description of Machinery / Tools required to be on the College Premises	Quantity	Own	Rent
1 Ton bakkie /ATV Four-wheeler with load bay			
Tractor drawn trailer			
Tractor with turf tyres			
3 Gang Ride-on cylinder mower			
Large Ride-on mower – Zero Turn – 48”			
Industrial walk-behind mower (e.g. Kudu)			
Walk behind mowers / push mowers			
Brush cutters (Petrol)			
Pole pruners			
Chainsaw (Petrol) and hedge trimmer			
Edge Trimer (Petrol)			
Hedge Trimmer			
Backpack/ leaf blower (Petrol)			
Fertiliser Spreader (small)			
Fertilizer spreader for Sports Fields			
Rollers for Sports field			
Wheeled sports line marker			
Walk behind push sweeper			
Tractor mounted spray boom for fertilizers (Not site-based) brought to site as necessary			
Pin Scarifier for lawns			

Scarifier for Sports Fields (e.g. Peruzzo) (Not site based brought to site as necessary)			
Flymo For Amphitheatre			
All watering hoses, nozzles, sprayers, etc.			
Walk behind herbicide applicator/sprayer			
Mechanical compost sieve			
Backpack herbicide / pesticide sprayer			
Bark Chipper/ shredder			
TLB or similar (Not site-based) every 3 months for turning windrows and other tasks.			
Knapsack Sprayer			
Battery Type Blower			

Any other equipment not listed above:

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Do you have a maintenance schedule on your equipment and how do you replace and maintain your equipment?

Yes	No

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How do you manage water usage and irrigation efficiency?.....

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What is your approach to fertilizers, pesticides and herbicides?

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What is your company's experience with regards to maintaining sport fields?

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What is your company's experience with regards to dam maintenance?.....

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4. We have the following vehicles at our disposal:

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5. The following Landscaping Key Staff Members are currently employed by us and utilized in executing the Landscaping Maintenance Services Business:

Contract Director

a. Name:

ID Number:

Mofokeng Yes/ No:

Job description:

Years of service with the Company:

Contract Manager

b. Name:

ID Number:

Mofokeng Yes/ No:

Job description:

Years of service with the Company:

Site Supervisor

c. Name:

ID Number:

Mofokeng Yes/ No:

Job description:

Years of service with the Company:

Irrigation Technician

d. Name:

ID Number:

Mofokeng Yes/ No:

Job description:

Years of service with the Company:

Herbicide / pesticide / chemical operator

e. Name:

ID Number:

Mofokeng Yes/ No:

Job description:

Years of service with the Company:

6. The current and previous Landscaping Maintenance Services experience and clients are as follows: (proof of below information will be requested from yourself during the tender stage)

a. Client Name:

Client contact number:

Type of Landscaping Maintenance Services performed:

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Period when Landscaping Maintenance Services were performed:

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Value of Landscaping Maintenance Services performed in period (Rands):

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b. Client Name:

Client contact number:

Type of Landscaping Maintenance Services performed:

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Period when Landscaping Maintenance Services were performed:

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Value of Landscaping Maintenance Services performed in period (Rands):

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c. Client Name:

Client contact number:

Type of Landscaping Maintenance Services performed:

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Period when Landscaping Maintenance Services were performed:

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Value of Landscaping Maintenance Services performed in period (Rands):

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d. Client Name:

Client contact number:

Type of Landscaping Maintenance Services performed:

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Period when Landscaping Maintenance Services were performed:

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Value of Landscaping Maintenance Services performed in period (Rands):

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e. Client Name:

Client contact number:

Type of Landscaping Maintenance Services performed:

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Period when Landscaping Maintenance Services were performed:

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Value of Landscaping Maintenance Services performed in period (Rands):

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7. RBED SMME - Letter of Confirmation

Provide a Letter from the RBED Confirming your Company registration of their SMME Database.
