



Request for Proposal & Quote

Provision of Ground Maintenance at Royal Marang Hotel for 24 months

Supplier Name: _____

Supplier Representative: _____

RFP No.:	CPT/G2020/10/22
Date Issued:	26 October 2020
Site Inspection date & Time:	29 October 2020; 10h00 – 13h00
Site location:	Royal Marang Hotel
Submission closing date & Time:	5 November 2020; 16:00
Presentation of Proposal:	12 November 2020
Awarding of contract:	19 November 2020
Expected Start date:	1 December 2020
Delivery address:	Plot 30 Boekenhoutfontein, R565 Sun City Route
Number of Copies:	Two (2) copies sealed
Contact Person:	Ms Elizabeth Mkhize
Contact Number:	014 573 4100
Contract Period:	24 months

Technical Proposal:

- a) Detailed proposal and any additional information must accompany this signed Request for Proposal (RFP).
- b) Prices supplied must be fully inclusive of all costs; value added tax, delivery charges and other taxes.
- c) Prices must be in South African currency.
- d) Price summary supplied in this document is firm prices.
- e) Bidders not submitting mandatory returnable evaluation documents will not be considered for technical evaluation and will be disqualified automatically.

Administrative documents (Mandatory)

CIPRO Certificate	Mandatory	YES / NO
BEE Certificate	Mandatory	YES / NO
Certified ID copies of directors	Mandatory	YES / NO
Tax Clearance	Mandatory	YES / NO
Proof of registration with Department of Agriculture – for the purpose of chemical use	Non-Mandatory (added advantage)	YES / NO
Proof of Address – not more than three months	Mandatory	YES / NO
Insurance Cover	Mandatory	YES / NO
Confirmation of No Joint Venture Arrangements	Mandatory	YES / NO
Confirmation of No Subcontracting arrangements	Mandatory	YES / NO
Compensation Compliance Certificate	Mandatory	YES / NO
Proof of registration of Employees with UIF	Mandatory	YES / NO

DETAILED SPECIFICATIONS

Mowing of Lawns

Please note extra care needs to be taken when mowing at parking areas, no damage to any vehicles parked in the parking area.

- a) The grass must be mowed on weekly intervals or as required by CPT.
- b) All grass cuttings should be collected from the turf-surface and removed on the same day.
- c) Edging with a brush-cutter should be done simultaneously.
- d) Height of grass cut will be 10-15mm.
- e) All grass edges along footpaths, trees and shrubs, along fences, walls, tarred or graveled areas, railings, flower beds and pavements, etc. shall be kept neatly trimmed. Grass growing around poles or trees and any other objects must be neatly trimmed. No damage is to be caused to the bark of trees or shrubs by trimming operations.
- f) The contractor must ensure that all litter is removed from the grass prior to mowing operations to avoid damage to machinery, injury to staff and guest in order that the grassed areas are in a neat and pleasing condition.
- g) Irrigation of lawns should be done on regular basis
- h) Flower/Plant Beds Areas to be serviced:
 - i) Flower beds have to be maintained in a weed-free condition, including a light turnover with a garden fork to adequately break the soil to aid the absorption of water.
 - j) All weeds to be removed, including both above ground and below ground growth. Precaution must be taken against: • damaging plant roots; • damaging plants; and • covering ground covers with soil.
 - k) All weeds to be removed from site.
 - l) After each mowing, flower beds shall be thoroughly raked and tidied.
 - m) All stones and other deleterious objects that exceeds 25mm in any direction to be removed by the contractor.

- n) The maintenance of edges and borders of flower beds by using edge cutters; the prevention of grass growing within the beds.

Chemical weed/pest control

Please Note: All chemicals or herbicides used needs to be animal friendly and approved by CPT.

- a) The eradication of weeds whether by manual, mechanical or chemical means is the responsibility of the Contractor prior to such weeds becoming unsightly and detracting from the overall appearance of the contracted areas.
- b) The eradication of weeds applies to all areas under the terms of the Contract, in beds, grassed areas, and on pathways and roads.
- c) When chemicals and method are decided upon and the correct eradication procedure is adopted, the Contractor must ensure that the application of these chemicals are handled by a suitably trained person.
- d) The control of pests applies to outdoor areas only on lawns, in beds, on trees and shrubs.
- e) The Contractor will, under the rules of normal professional garden practice, control such pests as and when they become evident or in the interests of the plants affected so as not to detract from the general appearance of the contracted areas.
- f) The Contractor undertakes to limit the use of such pesticides so as to avoid any long term adverse effects such chemicals may have on plant growth and soil fertility.
- g) Pests are identified as insects that may invade plant material, such as worms, slugs and snails, ants, crickets, bugs and locusts. As with the application of chemicals for weed eradication any chemicals used for the control of pests must be handled by a suitably qualified person who is registered in terms of the Chemicals Control Act. **Proof of registration with Department of Agricultural in terms of Act 82 of 1970. (Fertilizers, farm Feed, Agricultural Remedies and Stock Remedy) to be submitted with your Request for Proposal submission.**
- h) Cutting of branches in fire break and perimeter fence areas.
- i) The protruding of branches in the fire paths must be cut annually to maintain a distance of 5m wide. Total distance is approximately 500m as per the attached layout drawing.
- j) The protruding of branches along the perimeter fence of the facility must be cut annually to maintain 5m distance from the tree line to the fence. Total distance is approximately 3.7km as per the attached layout drawing.
- k) All branches and debris must be removed from site.

Mole control maintenance and eradication.

- a) The Mole control maintenance and eradication service to be conducted once a monthly, the contractor will provide the schedule dates.

- b) The contractor must be suitably qualified and registered to perform the above mentioned service with trained staff who will execute the work.
- c) The contractor will provide a written guarantee that all mowed areas will be free of moles and mole hills.
- d) All products or chemicals use for the mole maintenance must not be harmful to the environment, vegetation and animals.
- e) All material data sheet of all products and equipment used sheets must be provided for approval to CPT prior to use.

General Cleaning in Common Areas(weekly) or as required

- a) The contractor must ensure that the staff members are on site from 07:30-16:30. Should the need be to increase more weekly visits the contractor will be informed timeously of such an arrangement.
- b) Debris in the form of litter, leaves, grass cuttings, twigs and other garden waste will either be swept or blown, raked to a pile, bagged and removed by the Contractor before such debris becomes unsightly and detracts from the maintenance areas overall appearance.
- c) The contractor will remove all garden and general waste to a site designated for this purpose.
- d) The use of a mechanized blower is preferred for this purpose and one should be dedicated to the Project.
- e) These machines should be chosen for their quiet operation according to the decibel count.
- f) Paved, pathways, parking areas and road surfaces are to be maintained in a clean, neat condition. These surfaces must be swept clean and tidied after each mowing operation.
- g) Dedicate 2 x staff members to provide weekly (Wednesday) cleaning service to clean garden beds at building entrance areas and all debris, around the buildings and common areas. This will include de-weeding and removal of all collected waste and refuse. The service will extend to the relocation and moving of equipment and furniture as and when required.
- h) Staff must wear reflective jackets while working on site.

Other matters

- a) All tools, small and major machinery must to be provided and serviced by the contractor.
- b) Uniform and PPE to be supplied by the Service Provider and changed as needed.
- c) Landscape upgrades to be proposed and designed by in house design - free of charge.

ACCEPTANCE

I, _____ (contractor), by signing this document, hereby warrant that I shall bear all responsibility for adherence of all laws applicable and particularly for the full and proper implementation of the provisions of the Occupational Health and Safety Act, Act No. 85 of 1993 and all other regulations without exception.