



HOUSING COMPANY TSHWANE
affordable housing solutions

1st Floor, SKG Tower Building (ABSA Building)
310 Pretorius Street, Pretoria 0001
+27 (0) 12 358-4469

Dear Bidders

Please assist Housing Company Tshwane with the attached request and please make sure that the following documents are submitted with your Quotation namely:

1. Declaration of Interest.
2. Tax Clearance Certificate, One Time Pin (OTP).
3. CSD report.
4. BEE Certificate, affidavit and please make sure that the RFQ sent to you is signed and completed.
5. Municipal account, the statement of account for your lease, proof of residency and or letter/affidavit from your council. **If you are not the account holder, please make sure that the affidavit is written by the account holder and the account holder must indicate that she/he is aware/ had given permission for you to utilize hi/her address.**

NB: FAILURE TO SUBMIT THE ABOVE MENTIONED WILL RESULT IN YOUR QOUTATION BEING DISQUALIFIED.



RFQ NO: 2021-22-44

REQUEST FOR QUOTATION: SERVICING OF MACHINERY AND GARDEN EQUIPMENTS

Date: 2022/06/20

Company Name:

Registration Number:

CSD Registration No: MAAA.....

Dear Sir/Madam,

1. Housing Company Tshwane requests your price quotation for the item(s) specified in this request for quotation (RFQ).
2. Your quotation should be received on or before-**12h00**-hrs on **2022/06/27** either by email or by hand delivery at the following address given below:

Email address:

PhumudzoA@tshwane.gov.za

JeanetteMab@tshwane.gov.za

Address for hand delivery:

**1st Floor
SKG Tower Building (ABSA Building)
310 Pretorius Street
Pretoria**

3. Quotation(s) not being sent by email should be enclosed in an envelope that should be sealed and addressed to the address given above.
- 3.1. It is the exclusive responsibility of the bidders to ensure that the email / sealed envelope containing the quotation reaches the above address before the time and date indicated in paragraph 2, If delivered by hand, The quotation must be delivered during working hours of Housing Company Tshwane –Monday through Friday 07h30hrs-16h00hrs or during the time that has been specified by Housing Company Tshwane and except for holidays being observed by Housing Company Tshwane.

Proposals received after the above-mentioned closing time or deadline will be rejected.

4. Quotations should remain valid for a period not less than 30 days after the deadline date specified for submission.



5. Quotation(s) should be sent by completing the price schedule at annexure 1 enclosed. **You may also reply by sending a quotation on your own letter head**, but the terms and conditions specified in the RFQ will take precedence over any terms and conditions stated in your quotation.
6. Quotations shall give a comprehensive description of the proposed service and or items supplied.
7. The rates quoted should be fixed for the duration of the contract period and should not be subject to adjustment on any account.
8. The purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive to the stated RFQ requirements.
- 8.1 Notwithstanding the above, the purchaser reserves the right to accept or reject any quotation(s) and to cancel the bidding process or reject all quotation at any time prior to the award of the contract.
9. The normal payment terms of Housing Company Tshwane are 30 days upon satisfactory delivery of goods or services and acceptance thereof by Housing Company Tshwane.
10. We look forward to receiving your quotation and thank you for your interest in supplying Housing Company Tshwane.



Price Schedule

RFQ - SERVICE AND REPAIRS OF MACHINERY AND GARDEN EQUIPMENTS					
ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	-				
1.1	Petrol Lawn mowers walk-behind 300cc-400cc	Nr	9		
1.2	Ride-on petrol lawn mowers 400cc	Nr	2		
1.3	Petrol brush-cutters 300cc-450cc	Nr	9		
1.4	Chain saw - petrol 300cc-450cc	Nr	4		
1.5	Generator's 6.5kv	Nr	1		
1.6	Double Axle Motor Trailers	Nr	2		
	All products must be SABS approved and price must include the service kit and part replacements				
			Sub-Total		
			VAT		
			Total		

By returning this price schedule, we the undersigned hereby undertake to supply and deliver to the destination(s) indicated, the stated supplies, work, services, or labour as specified in this RFQ in such quantities and such time as may be required.

Name & Signature of the person completing this request:

Name: _____ Signature: _____ Date: _____

Vendor Comments if any:

