



Germiston Phase 2 Housing Company(PTY) Ltd.

Known as **Ekurhuleni** Housing Company
(2000/007937/07)
("the company")

Chris Hani Village, Cnr Victoria Street & Linton Jones Street, Germiston
Tel: 011 825 0158 | Email: info@ehco.org.za | Website: www.ehco.org.za

EVICTIONS	
Appointment of a service provider for eviction services for the Ekurhuleni Housing Company (EHC): Airport Park Complex RFQ NO: EHC/EAP/2025	
Mandatory requirements	Scope of work
<p>(a) Disqualifying Compliance Requirements</p> <ul style="list-style-type: none">Registration with Private Security Industry Regulatory Authority (PSIRA) or have a signed agreement with evictions company.Reference letter/s and Purchase orders or Appointment letter/s from the bidder's past/current clients confirming the evictions they have carried out successfullyA reference letter needs to be dated, signed and stamped by the bidder's past and/current clients (signature date must not be older than 3 months, letter must correspond with the attached purchase orders or appointment letters) and contain the following information:Name of the client/organization.Number of people evicted should be 200-500.Name and contact details of manager responsible in that organization or entity.	<p>BACKGROUND</p> <p>Ekurhuleni Housing Company (EHC) derives its mandate from the City of Ekurhuleni (CoE). This mandate is informed by the national housing imperatives that are outlined through the Rental Housing Act, the Social Housing Act, and the MFMA. EHC provides and manages affordable rental housing for the lower income market as an integral part of efforts to eradicate the housing backlog in the Ekurhuleni Metropolis. The main target market comprises of home seekers whose household incomes meet the criteria for the Consolidated Capital Grant (CCG), which comprise of the Restructuring Capital Grant and the Institutional Housing Subsidy, which are available to beneficiaries whose total household income is between R1850 and R22 000 per month.</p> <p>SCOPE OF WORK</p> <p>The successful bidder will be required to provide the following:</p> <p>Labour</p> <ul style="list-style-type: none">A minimum of 200 movers/labourers to support the eviction operations, including the packing, removal, and relocation of items. <p>Transport Fleet</p> <ul style="list-style-type: none">50 x 4-ton trucks (minimum capacity) to transport household goods and furniture.3 towing trucks to move vehicles and heavy items obstructing eviction processes. <p>Operations & Coordination</p> <ul style="list-style-type: none">Attendance at all pre-eviction and post-eviction briefings with EHC, Office of the Sheriff, SAPS, and the eviction task team.Submission of a detailed Operational Plan before each eviction, covering resource allocation, logistics, stakeholder coordination, safety compliance, and risk mitigation measures.Coordination with relevant stakeholders to ensure compliance with legal frameworks and operational safety. <p>Post-Eviction Monitoring & Reporting</p> <ul style="list-style-type: none">Conduct an after-eviction inspection and remain on-site for monitoring for a period of 3–5 days depending on the outcomes of the post-eviction risk analysis.Submission of a comprehensive Post-Eviction Report including:Details of operations conducted.Resources deployed.Security and safety incidents (if any).Risk assessment findings.Recommendations for securing the site and preventing unlawful re-entry.

Non-Executive Directors: L. Mtimde (Chairperson) T. Hangana, F. Dikgale, D. Hlawula

Executive Directors: Z. Nkamana (CEO); N. Ndimande (CFO)

*Z. Malinga (Company Secretary)

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b) Administrative

- Up to date municipal account/statement for the company and all its directors (not in arrears for more than 90 days). In a case where a bidder is a lessee, a valid original or certified copy of a lease agreement must be supplied.
- Certified Director's ID copy. (Not older than three months from the closing date)
- CK)
- Valid tax pin
- Company pricing with letter head
- CK
- Valid BBBEE/affidavit (failure to comply bidder will forfeit points allocations of specific goal (80/20 specific goals points allocations as per threshold)
- Bank letter not older than three months
- Signed MBD Forms.
- Respond to RFQ document
- Valid tax pin
- CSD report

Closing Date: 26 September 2025

Delivery Address: Angus Street and Victoria Street Germiston (next to Fire Station)

Time: 11h00 am

Submission must hand be delivered to EHC head office (Angus and Victoria Street Germiston 1400 next to fire station) in a sealed envelope stating the description and RFQ NO: EHC/EAP/2025 and **IN A RED TENDER BOX BY THE RECEPTION.**

DELIVERABLES

The service provider must:

- Deploy adequate and trained manpower (minimum 200 movers).
- Provide a fleet of trucks and towing vehicles in proper working condition.
- Ensure attendance at all required stakeholder meetings (pre- and post-briefs) with EHC, Office of the Sheriff, and SAPS.
- Submit a pre-eviction Operational Plan for approval.
- Conduct and submit Post-Eviction Reports within agreed timelines.
- Maintain compliance with all relevant legislation, safety protocols, and human rights obligations during evictions.

DURATION

- The service provider will be contracted on an as-and-when required basis, with specific timelines provided per eviction operation.

REPORTING

- The service provider will report directly to the EHC Property Manager and work in close collaboration with the Office of the Sheriff and SAPS. Reports required include:
- Pre-Eviction Operational Plan (submitted before execution).
- Post-Eviction Report (submitted after completion of eviction and monitoring period).

2. Pricing Schedule

Item No	Description	Unit	QTY	Unit rate	Total Rate Excl. VAT
1	Labour: Movers/Labourers for eviction operations	Per Labourer	200		
2	Transport: 4-ton trucks for household goods & furniture	Per truck	10		
3	Transport: Towing trucks for vehicles/heavy items	Per tower truck	3		
4	Operational Plan and submission	Per Plan	1		
5	Post-Eviction Monitoring (3–5 days on-site presence)	Per item	1		
6	Post-Eviction Report (including risk assessment and recommendations)	Per item	1		
7	Office of the Sheriff costs	Per item	1		
Sub Total					
VAT					
Total price					

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PLEASE SIGN
SUBMISSION REGISTER.

NB: please ensure to drop the bid document in a red box by EHC reception.

NB: The RFQ document will be available for downloads on EHC website www.ehco.org.za

The entity reserves its following rights:

- To award the bid in part or in full,
- Not to make any award in this bid or accept any bids submitted,
- Request further technical information from any bidder after the closing date,
- Verify information and documentation of the bidder(s),
- Not to accept any of the bids submitted,
- To withdraw or amend any of the bid conditions by notice in writing to all bidders before closing of the bid and post-award, and
- If an incorrect award has been made to remedy the matter in any lawful manner it may deem fit.

Proposals are subject to the Standard Conditions of Tender and the Supply Chain Management Policy of EHC

The entity reserves the right to negotiate with the shortlisted bidder prior to the award and with the successful bidder post award. The terms and conditions for negotiations will be communicated to the

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shortlisted bidder prior to the invitation to negotiations. This phase is meant to ensure value for money is achieved through the measure of quality that will assess the monetary cost of the items or services against the quality and or benefits of that item or services.

The entity reserves the right to conduct due diligence during the evaluation phases, before the final award, or at any time during the contract period and this may include pre-announced/ non-announced site visits. During the due diligence process, the information submitted by the bidder will be verified and any misrepresentation thereof may disqualify the bid in whole or in part.

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Contact Person

Technical (Specification queries)

Xolile Mbatha

Facilities and Property Management Department

xolilem@ehco.org.za

Supply Chain Management (only queries related to SCM)

Dolly Phatlane/ Thozama Dalindyabo

dollyp@ehco.org.za/ thozamad@ehco.org.za

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