

1. PURPOSE OF THIS DOCUMENT

The purpose of this document is to supply background information and requirements to enable providers of Garden Maintenance services to prepare a submission for consideration by the SABS with a view to being appointed as supplier of this service for a period of 36 months.

The SABS would like to invite Garden Maintenance companies to submit proposals for the garden maintenance of the SABS in East London.

2. REQUIREMENTS

36 Months Garden Maintenance for East London

Scope of Work	Frequency See schedule
Cutting of all grass and edges for the two SABS sites (COP Lab and Battery Lab	Bi-Weekly
Cleaning and removing of grass and weeds at the SABS Signage (main road)	BI- Weekly
Poisoning and removal of weeds, grass and dead flowers on paved areas and drive ways	Quarterly
Remove the weeds and grass at the flower beds and paving (by the reception entrance)	BI- Weekly
Clean all weeds and small bushes in-between the electric fence	BI- WEEKLY
Pour coloured herbicide on all the cut down bushes	MONTHLY
Trees/garden waste that is not allowed to be removed from site is to be disposed of on site	WHEN NECESSARY
Trimming and pruning of trees	QUARTELY
Rubbish and debris to be removed from all areas within property	EVERY VISIT
Trimming and pruning of shrubs	BI - WEEKLY
SCOFFLE 1.5M INSIDE AND OUTSIDE PERIMETER FENCE	WHEN NECESSARY
Veld grass cutting	MONTHLY
Cleaning of drains and gutters of all buildings	BI-WEEKLY

*When necessary

**once off UPON REQUEST

***each visit

THE SITE MEASURES APPROXIMATELY 20,000M2 OF NORMAL GRASS AND 40,000M2 OF VELDGRASS. THE GRASS MUST ALWAYS BE SHORT (WINTER AND SUMMER)

- The Service Provider is to be in possession of training certificates for its employees for the use of all garden equipment e.g. blowers, brushers, chain saws, etc. (training certificates available)
- A trained First Aider (valid certificate upon award)

Pricing Schedule for 36 months including years 2 and 3 escalations (show % increase)

DESCRIPTION	COST PRICE PER MONTH	COST PRICE PER YEAR 1	COST PRICE PER YEAR 2 - % Increase	COST PRICE PER YEAR 3 - % Increase
1 Gardening Services			%	%
1.1 Material/chemicals	R	R	R	R
1.2 Labour	R	R	R	R
1.3 Equipment	R	R	R	R
1.4 Other	R	R	R	R
Total Excl VAT	R	R	R	R
15% VAT	R	R	R	R
Total	R	R	R	R

Total for 36 months	R
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Pricing Schedule for Ad-hoc Services

Description	Amount per size of tree/branch, m2, labour
1.Tree felling	
Cut branches	R
Cut and remove a tree (unwanted, dead or fallen)	
1. Small tree	R
2. Medium tree	R
3. Large tree	R
4. Extra-large tree	
4. Poisoning of stump	R
5. Irrigation (price per m2)	
• New Installation	R
• Repairs of pipes and fittings	R

Notes:

- The proposed Total costs must be FIXED and ALL INCLUSIVE. This means all direct and indirect related costs must be included in the costs. No additional costs will be considered post award. Only costs for cutting of unwanted trees will be on a quotation basis.