



WEST RAND

DISTRICT MUNICIPALITY



DEPARTMENT: SUPPLY CHAIN MANAGEMENT UNIT REQUEST FOR FORMAL WRITTEN QUOTATIONS

West Rand District Municipality is hereby inviting service providers to quote on the following:

Bid No.	Description	Evaluation
WR/RPED/13/2016	Supply and Delivery of Fruit Trees for Planting in Schools or Community Gardens within Area of Jurisdiction of the West Rand District Municipality and its Constituent Local Municipalities	<ul style="list-style-type: none"> ▪ Relevant Experience ▪ Track Record ▪ Price ▪ BBBEE

Closing Date : **Wednesday, 02 September 2015 at 14h00 pm**
Contact person : **Mr Niklaas Mofokeng**
Contact Number : **011 411 5108**
Email Address : **nmofokeng@wrdm.gov.za**

Instructions dealing with the depositing of quotations:

Specifications and bidding documents must be obtained at the West Rand District Municipality and WRDM Website and be returned in a sealed envelope clearly marked with the **quote no., description and closing date**. Deposit it in the RFQ Box situated at the Entrance of Supply Chain Department (**Inside the building**), Municipal Building, Corner Park & 6th Str. Randfontein.

Terms and Conditions relating to tendering:

- The Municipal Supply Chain Policy will apply;
- Bids must only be submitted on the bid documentation (MBD 2, 4, 6.1,8 and 9) provided by the West Rand District Municipality.
- The lowest or any quote will not necessarily be accepted and the Municipality reserves the right to accept where applicable a portion of any quotation;
- Late, emailed or faxed quotations will not be considered;
- Quotations submitted are to hold good for the period up until to 60 days;
- Persons in the service of the state are not allowed to bid; and
- 80/20 Preferential Pointing System will be used to evaluate the quotes;
- Bidders must attach a certified copy of the BBBEE Certificate to qualify for BBBEE points
- The following documents must be attached to the quotations / proposals:
 - **An original valid Tax Clearance Certificate obtainable from SARS; and**
 - **Proof of payment of municipal account for the bidder and all directors of the company.(An original / certified copy of recent municipal statement of account obtainable from the municipality which the bidder resides / valid copy of lease agreement)**

MR. ME KOLOI
ACTING MUNICIPAL MANAGER

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DISTRICT MUNICIPALITY

TERMS OF REFERENCE/ SPECIFICATIONS

DESCRIPTION: SUPPLY AND DELIVERY OF FRUIT TREES FOR PLANTING IN THE AREA OF JURISDICTION OF THE WEST RAND DISTRICT MUNICIPALITY AND ITS CONSTITUENT LOCAL MUNICIPALITIES

1. PURPOSE

The purpose of this project is to ensure the supply and delivery of **1300 fruit trees (650 Orange and 650 Peach trees respectively)** which will be planted to schools or community gardens in order to promote sustainable development in line with the principles of the National Environmental Management Act, 1998 (Act 17 of 1998) (NEMA).

2. OBJECTIVES

The objectives of this project are as follows:

- Greening of the area
- Contribute to climate mitigation through carbon sequestration
- Provide shade and protection for other plants to grow
- Decrease noise pollution
- Help to settle the dust and absorb other Phyto chemicals
- Provide food for communities

3. FOCUS AREA

Supply and delivery of fruit trees for planting in each of the following areas, namely: Mogale City LM, Randfontein LM, Westonaria LM, and Merafong City LM.

4. EXPECTED DELIVERABLES

The specific deliverables and outputs for the West Rand District Municipality must include, but not be limited, to the following:

The supply and delivery of fruit trees for planting in the area of jurisdiction of the West Rand District Municipality

- **Trees to be provided:**
 - 650 Orange
 - 650 Peach

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- **Minimum sizes of prescribed trees:**

- 20L tree: 2.3m high; 20mm stem diameter and 0.8m crown diameter

- **Trees must be:**

- Materially undamaged, sturdy, healthy, vigorous, of good shape and free of elongated shoots
- Grown in a suitable environment and hardened off.
- Free from pests, diseases, discoloration, weeds
- With balanced root, branch systems and root system
- True to name
- Obtained from specialist sources with soil and climatic conditions similar to those on prevailing sites
- Adequately and carefully packed and protected against mechanical damage and extremes of temperature and drying out
- Able to survive in the West Rand Region conditions

- **General requirements**

- Install two (2) tree ties per stake at equal thirds of the soil. Mounting height not to exceed 2000mm above grade. The ties should move freely and allow for stem growth.

- **Provision of stock, storage and delivery of trees**

It will be incumbent upon the service provider to dispose over sufficient stock, the ***latter which will have to be stored on the premises of the service provider and will have to be released and dispatched, when required by the client.***

- **Delivery costs**

The RFQ must be inclusive of a quote (separate item) for the delivery of the trees to the local municipalities in Mogale City, Merafong City, Randfontein and Westonaria respectively.

- **Prizes should be quoted as follows:**

All the specific outputs (deliverables) must be costed separately and detailed as follows:

- Prizes should be supplied per fruit tree
- Delivery costs

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5. REQUIRED EXPERTISE

Expected to have knowledge and experience in the following areas of expertise:

- Horticulture
- Local and indigenous knowledge systems

6. PROJECT DURATION AND TIME FRAME

Dispatching of trees will be as required by the client starting from date of appointment of the service provider