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Sunninghill
2157



REQUEST FOR QUOTATIONS

APPOINTMENT OF A SERVICE PROVIDER TO PROVIDE TEN (10) PLUMBED, FILTERED WATER COOLERS FOR A PERIOD OF THIRTY SIX (36) MONTHS FOR THE HOUSING DEVELOPMENT AGENCY HEAD OFFICE, 4 KIKUYU ROAD, SUNNINGHILL, 2157 WITH SERVICING AT SIX (6) MONTHLY INTERVALS

RFQ/JHB/2023/008

**APPLICATIONS TO BE SUBMITTED BY
NOT LATER THAN 16 MAY 2023 AT 11H00**

1. INTRODUCTION

The Housing Development Agency (HDA) is a national public sector development agency that acquires and prepares land as well as develop the land and project manage the development of housing and human settlements. We carry out our activities in partnership with a range of stakeholders including national, provincial and local government and municipalities, as well as with communities, developers, financiers and other affected parties. Established in 2009, the Agency was established by an Act of Parliament in 2008 and is accountable through its Board to the Minister of Human Settlements. For more information about the HDA, please visit our website: www.thehda.co.za.

Follow us on Twitter @The_HDA and on Facebook: TheHDA.

2. SCOPE OF WORK

- 2.1 The objective of this bid is to appoint a suitable and reputable service provider to supply and install ten (10) SABS certified water coolers linked into the main water supply on lease for a period of thirty six (36) months. The water is to be filtered and dispensed as either chilled, room temperature or hot water at the touch of a button.
- 2.2 The water coolers are to be serviced on a six (6) monthly basis for the entire duration of the thirty six (36) monthys ensuring that the water filters are replaced and water system parts are replaced so that the water remains sanitised, ensuring that the water continues to taste fresh.

3. DELIVERABLES

- 3.1 The Service Provider is to provide a quote for the supply and installation of the ten (10) water coolers plumbed into the main water supply on a lease basis for thirty six months, inclusive of six monthly replacing of water filters and servicing.

4. Further information regarding supply chain matter and queries can be sent via email to Njabulo.Hlongwane@thehda.co.za or on Tel: 011 544 1000

5. TERMS AND CONDITIONS.

- 5.1. HDA undertakes to pay all valid claims for work done to its satisfaction, within thirty (30) days of presentation of a substantiated invoice.
- 5.2. No payment will be made where there is an outstanding information/work by the service provider/s.

7. SUBMISSION OF QUOTATION

- 7.1 Quotations should be submitted on or before the **16 May 2023** by no later than **11h00** to:
Procurement@thehda.co.za

The selection of the qualifying proposal will be at the HDA's sole discretion. The HDA does not bind itself to accept any proposal, and the HDA reserves the right not to appoint the service provider.