

Invitation to Tender



The Housing Development Agency (HDA) is a national public development agency that promotes the development of sustainable communities by making well-located land and buildings available for the development of housing and human settlements. For more information about the HDA, please visit our website www.thehda.co.za.

The HDA hereby requests suitably qualified and reputable service providers to submit proposals for:

PROVISION OF CLEANING SERVICES AT HOUSING DEVELOPMENT AGENCY FOR A 36 MONTHS PERIOD

HDA/JHB/2016/022

The physical address for collection and delivery of tender documents is:

The Housing Development Agency (HDA), Block A, Riviera Office Park, 6-10, Riviera Road, Killarney, Johannesburg.

NOTE: The HDA will not be responsible to oversee that bids sent by courier are placed in the Bid /Tender box.

Tender documents may be collected during working hours (08:30 to 16:00) from Monday **13 February 2017**.

A non-refundable tender fee of R250.00 per tender document must be deposited into the HDA's bank account, First National Bank, Account No: 6221 576 8477, Branch Code: 250 655, Reference: HDA/JHB/2016/022, followed by the service provider's name. Proof of payment is required upon collection of the tender documents. No cash or cheques will be accepted by the HDA.

Technical queries relating to the tender may be addressed to Jacob Rapasa on 011 544 1000 or Jacob.Rapasa@thehda.co.za while SCM queries may be addressed to Ephraim Mathiba on 011 544-1000 or Ephraim.Mathiba@thehda.co.za.

The closing time and date for receipt of tenders is **11:00 on Friday 03 March 2017**. Telegraphic, telephonic, telex, facsimile, e-mail and late tender submissions will not be accepted.

Tenders may only be submitted on the tender documentation that is issued and must be completed in full. The retyping of the tender documentation is not permitted. The original tender document and two copies must be returned.

The HDA reserves the right to accept or reject any variation, deviation, tender offer or alternative tender offer and may cancel the tender process and reject all tender offers at any time before the formation of a contract. The HDA will not incur any liability to a tenderer for such cancellation and rejection, but will give written reasons for such action upon request to do so.