T E R M S   O F   R E F E R E N C E

REQUEST FOR QUOTATION THE PROVISION OF (26) UNDERCOVER SECURE PARKING SPACE FOR THE HOUSING DEVELOPMENT AGENCY, WESTERN CAPE, FOR A PERIOD OF 4 (FOUR) MONTHS

HDA/CPT/2023/004

1. INTRODUCTION

The Housing Development Agency (HDA) is a national public development agency established by an Act of Parliament (Act 23 of 2008). The HDA promotes sustainable communities by making well-located land and buildings available for the development of housing and human settlements. As an organ of state, the HDA is accountable through its Board to the Minister of Human Settlements. The WC office is temporarily situated at 27 Wale Street, Cape Town.

2. PURPOSE

The purpose of this request for quotations is to find suitable undercover parking space for the HDA Western Cape Office. Proposals are invited for the provision of 26 undercover parking bays.

3. LOCATION OF THE UNDERCOVER PARKING

3.1   The undercover parking space must be within a 5 (five) minute walk of 27 Wale Street, Cape Town.

4. REQUIREMENTS

4.1   The parking space must have security and a secure entrance

4.2   Parking must be available 24 hours and weekends

5. LEASE REQUIREMENTS

5.1   The lease shall be on a month-to-month basis for an initial period of **4 months**.

6. MANDATORY REQUIREMENTS

In order to ensure compliance with all legislation; business continuity; an operating environment that is conducive to the HDA operations as well as financial security, the following mandatory requirements will apply. Failure to comply with any of the prerequisites will result in disqualification of the bid.

6.1   The parking bays must comply with municipal by-laws, confirmation of which should be included in the proposal.

6.2   The HDA does not pay commission on agent fees.

7. Further information regarding the Tender can be sent via email to: njabulo.hlongwane@thehda.co.za or tel: 011 544 1000.

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