

P.O. Box 3209,  
Houghton, 2041  
Block A,  
Riviera Office Park,  
6-10 Riviera Road,  
Riviera



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**REQUEST FOR QUOTATIONS**

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**SUPPLY OF GOODS, FABRICATION, TRANSPORTATION TO SITE  
AND INSTALLATION OF TEMPORARY RESIDENTIAL  
ACCOMMODATION IN EDENDALE- MACHIBISA,  
PIETERMARITZBURG, KWAZULU NATAL PROVINCE**

**RFQ/KZN/2018/004**

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**QUOTATIONS TO BE SUBMITTED BY  
NOT LATER THAN  
12H00 NOON ON 02 NOVEMBER 2018**

### 1. Introduction

The 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.

### 2. Scope of Work

To ensure the delivery of an excellent service by undertaking the following:

**To erect a temporary structure on the property in Edendale-PMburg for the benefit of the Radebe family and also provide the re -installation of the prepaid system, a DB board, general internal reticulation and the issue of the C.O.C.**

**NB: PLEASE REFER TO ATTACHED DRAWINGS AND SPECIFICATIONS**

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### 3. Discussions

The items supplied should be of a high standard and effective in the quoting and delivery of the office furniture

### 4. Timeframes

The following criteria will be used for point's allocation for price and **B-BBEE** compliance on an **80:20** point system:

**Table 1 – Price and B-BBEE**

CRITERIA	SUB-CRITERIA	WEIGHTING/ POINTS
Price	Detailed budget breakdown	80
B-BBEE (Status Level Verification Certificate)	B-BBEE Level Contributor	20
<b>TOTAL</b>		<b>100</b>

### 5. General

#### 5.1. Below are compulsory requirements for this service

5.1.1. It is important to note that companies quote for the correct item listed on the abovementioned table.

5.1.2. Kindly submit the following documents:

- Registration with the National Treasury Central Supplier Database(CSD Report), if not yet registered use the following link to register :  
<https://secure.csd.gov.za/>
- SBD Forms (SBD4, SBD6.1, SBD8 and SBD9) obtainable from HDA Website: [www.thehda.co.za/procurement](http://www.thehda.co.za/procurement). Under compliance checklist.
- **Valid and Original or Certified B-BBEE Status Level Verification Certificates issued by the following agencies SANAS, IRBA or CCA.**
- **Indicate with samples for quoting purposes**

**5.3. Further information regarding supply chain matter and queries can be sent via email to: [Sindisiwe.Mweli@thehda.co.za](mailto:Sindisiwe.Mweli@thehda.co.za) or at tel: 011 544 1000**

**5.4. 8.3. Further information regarding technical matters and queries can be sent via email to: [Thulani.Bhenguni@thehda.co.za](mailto:Thulani.Bhenguni@thehda.co.za) or at tel: 031 335 7300**

## **6. Terms and Conditions.**

**6.1.** HDA undertakes to pay in full within thirty (30) days, all valid claims for work done to its satisfaction upon presentation of a substantiated claim/invoice.

**6.2.** 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 **02 November 2018** by no later than **12h00** to: [Sindisiwe.Mweli@thehda.co.za](mailto:Sindisiwe.Mweli@thehda.co.za)

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