



Somerset West City Improvement District NPC (SWCID)
2015/250540/08
135 Main Road, Somerset West SP, Western Cape, 7130

REQUEST FOR PROPOSAL – CLEANING SERVICES

The Board of the Somerset West City Improvement District NPC (SWCID) invites suitably qualified and experienced service providers to submit proposals for the provision of urban cleaning and maintenance services to the SWCID. *This invitation is not transferable and is for the attention of the addressee only.*

Introduction

The SWCID NPC and its appointed Management Company is responsible for the execution of the SWCID Business Plan as approved by the City of Cape Town and in accordance with the City of Cape Town Special Ratings Area By-Law and Policy. The main aims of the SWCID are set out as follows:

SWCID Goals

- Improve Public Safety significantly by proactive visible patrolling and cooperation with existing SAPS and City of Cape Town Law Enforcement efforts as well as other security service providers in the area.
- Creating a safe and clean public environment by addressing issues of maintenance and cleaning of streets, pavements and public spaces.
- Manage existing and new public infrastructure for the future benefit of all the users of the area.
- Protect property values.
- Attract new investment to the area.
- Support and promote social responsibility in the area
- The sustained and effective management of the SWCID area.

Scope of Works –Public Cleaning & Maintenance

The following items must be included in the scope and costs of the urban cleaning and maintenance proposal.

1. Development of a sustainable public cleaning programme for the SWCID area
2. Provision for the supervision of the deployed staff.
3. Monitoring of the overall compliance with standards of service delivery.
4. The sweeping of streets, road kerbs, channels and sidewalks with brooms and associated equipment.
5. The cleaning of all public areas including parking areas and public open spaces through litter picking.
6. Grass cutting by means of trimmers.
7. Collection, picking up and removal of illegal dumping daily.
8. Undertake small urban maintenance projects where such projects can be executed by the cleaning and maintenance team.

Equipment

The following must be provided by the service provider:

- Hard bristle platform brooms for area cleaning and dust pans as required.
- Wheelbarrows and/or wheeled bin/s for cleaning tasks as may be required.
- Rakes, spades, and other utility items to ensure proper execution of the cleaning tasks.
- Petrol driven brush cutter and all petrol, lubricants and cutting lines required to operate.
- Uniformed staff and where applicable appropriate Personal Protective Equipment including safety shoes, gloves, and eye protection.
- Co-branding of some uniform items to be discussed with the Board
- Bags

Staff to be deployed

- 4 x full time public cleaning and maintenance workers Monday to Friday which will include a supervisor.
- Monday to Friday 08H30 – 16H30 excluding public holidays including a 30-minute lunch break.

Reporting

The service provider must provide weekly reports on work done including management data and photographic evidence.

Proposers must meet the following requirements:

- Demonstrate and intimate knowledge of urban cleaning and maintenance through a track record of similar projects completed.
- Provide detailed information on their existing infrastructure (e.g. vehicles, staff, equipment) and economies of scale that will support the management of the SWCID.
- Be experienced in providing urban cleaning and maintenance for City Improvement Districts (CID's) and Special Rating Areas (SRA's). Track record to be submitted.

Proposers are free to request further information which may be useful in informing the proposal process by sending an email to the Chairperson: Mrs M Stander - michelle@nadprop.co.za

Proposal submission process

All proposals should include:

- Business Proposal
- Company Registration Documents
- Tax Clearance Certificate

All proposals must be submitted by 11 September 2020 at 12:00 noon to michelle@nadprop.co.za