



KWAZULU-NATAL PROVINCE
HEALTH
REPUBLIC OF SOUTH AFRICA

Quotation Advert

Opening Date: 13/03/2024
Closing Date: 25/03/2024

Closing Time: 11:00

INSTITUTION DETAILS

Institution Name: King Dinuzulu Hospital

Province: KwaZulu-Natal

Department of entity: Department of Health

Division or section: Supply Chain Management

**Place where goods/
service is required:** KDHC

Date Submitted: 13/03/2024

ITEM CATEGORY AND DETAILS

Quotation number: KDH 846/ 23 24

Item Category: Services

Item Description: Cleaning gardens & grounds

COMPULSORY BRIEFING SESSION / SITE VISIT

Select Type: Compulsory Site Meeting

Date: 19/03/2024

Time: 11:00

Venue: Workshop(kdhc)

QUOTATION MUST BE DEPOSITED IN THE TENDER BOX :SITUATED IN THE MAIN FOYER KDHC : OWING TO US NOT HAVING A DEDICATED EMAIL ADDRESS FOR RECEIVING TENDERS NO QUOTATION WILL BE ACCEPTED VIA SCM STAFF EMAIL ADDRESS UNTIL FURTHER NOTICE.

ENQUIRIES REGARDING ADVERT MAY BE DIRECTED TO:

Name: Mr S Cebekhulu

Email: sandile.cebekhulu@kznhealth.gov.za

Contact number: 031 2426000

SCM Manager Name: Mr S. Ponnann

SCM Manager Signature: 



Health

Department:
Health
PROVINCE OF KWAZULU-NATAL

King Dinuzulu Hospital Complex

SPECIFICATION FOR MAINTENANCE AND CLEANING OF GARDENS AND GROUNDS

Total number of staff requested= 20

1. Scope of Work

Areas of responsibility are as follows:

- 1.1 Garden maintenance of all garden areas within defined property area
- 1.2 Mowing of all grassed areas including nature strips at the property
- 1.3 Rubbish and debris to be removed from all areas within property
- 1.4 Sweeping/blowing of all pathways, ground gutters & driveways of all refuse following completion of cutting areas within property
- 1.5 Trimming and pruning of trees including trees/shrubs within the branch and those overhanging any pedestrian path or walkway according to Council regulations.
- 1.6 Removal of fallen/dead trees/shrubs/plants within property
- 1.7 Weeds are to be removed from all areas within the property and weed control to be maintained
- 1.8 Contractor to submit Job Safety Analyses sheets and Material Safety Data Sheets for all works.
- 1.9 All garden refuse to be removed from site on a weekly basis in line with the accepted waste Management practises.

2. SPECIFICATIONS

Grassed area Maintenance

- 2.1 Prior to mowing all grassed areas are to be cleared of paper, rubbish, large stones, tree branches and other obstacles.
- 2.2 All grassed areas including nature strips adjoining the property are to receive the attention required.
- 2.3 Grass & weeds are to cut to a height considered normal for grassed areas or as directed (approx 50 – 70mm). Height of grass and weeds are not to exceed 150mm.
- 2.4 Lawn edges to buildings, paths, fences or other structures and garden beds are to be trimmed and to the level with the adjacent mowed area.
- 2.5 Edges shall be trimmed to reveal the edge of the path, kerb and fence lines.
- 2.6 Grass around trees and shrubs in lawn area to be trimmed to the butt of the tree or shrub.
- 2.7 At these locations (with approval) spraying of herbicides may be used to control the grass, particular care to be taken not to ring bark and tree or bush.
- 2.8 Pathways, ground gutters and gutters are to be swept/blown clean.
- 2.9 All grassed areas to be mowed in accordance with relevant Job Safety Analysis where required.
- 2.10 Any recommendations for improvements to property lawn/grassed areas are to be discussed with relevant site manager.
- 2.11 Garden beds are to be kept in a well presented, neat fashion
- 2.12 Weeds and suckers are to be removed from all garden beds, ground gutters, car parks and other areas within property area.
- 2.13 All shrubs/bushes/plants are to be pruned and shaped where required with relevant Job Safety Analysis.

- 2.14 All rubbish within garden beds is to be removed and taken off site

Tree Work (Other than that in the regular garden maintenance)

- 2.15 Tree branches are to be trimmed to provide a vertical clearance from the drive way and car parking surfaces of 4 metres (unless otherwise specified for special requirements)
- 2.16 Trees and shrubs are to be pruned to a height of 4 metres to avoid interference to pedestrians, cars, cyclists and vehicles
- 2.17 Corridor clearance at entry/exit to site / property to be maintained for the safety of pedestrians / vehicle traffic.
- 2.18 Fallen trees, shrubs and dead foliage are to be cut out and removed as requested by the institution. Upon removal of shrubs, replacement works are to be put in place with the agreement of institution
- 2.19 All mature & juvenile trees are to be pruned in accordance with relevant Job Safety Analysis' (As per your JSA's regarding safe use of chainsaws, chippers, etc.) and environmental standards.
- 2.20 Trained personnel to carry out advanced tree works at the request of Institution.

Car park / Pathway Maintenance

- 2.22 All rubbish is to be removed and taken off site
- 2.23 Leaves and rubbish that have accumulated against buildings, walls, pathways, drains shall be picked up and removed.
- 2.24 Weed control is to be established through the use of herbicides in all car park/pathway areas (as per the JSA)
- 2.25 Poison application will adhere to all department of primary industry standards
- 2.26 Ivy control in problem areas (fences etc) is to be dealt with accordingly.
- 2.27 At completion of works, all areas are to be cleaned of garden refuse to ensure areas are free of leaf litter, grass, dirt, etc.
- 2.28 Monthly inspections of drains/pits/gutters/etc are to be performed with each maintenance visit and reported on when work is required, as excess build up of leaves and twigs can impede water flow.
- 2.29 When necessary, areas are to be serviced and cleaned as agreed upon by Institution.

Site Clean-up

- 2.30 During the course of the works the Contractor shall keep the site in a clean and safe condition.
- 2.31 The contractor is directly responsible to ensure the work site/area is kept neat at all times and must be totally cleaned up on completion of the works by the contractor.
- 2.32 The contractor will be recalled to carry out a clean-up at the contractors' cost and time if found otherwise.

Perimeter fence

- 2.33 The Interior area around perimeter must be cleared of alien vegetation; weeds and vines growing on mesh fencing must be poisoned and removed.
- 2.34. 1 metre inside and outside area around perimeter fence must be kept clear as stipulated by the institution.

Site Improvements and Periodical Replanting Works

The Contractor will provide from time to time recommendations on improving the site's garden beds, lawn/grass areas and what else will improve the property appearance.

SAFETY

OH&S Requirements

- 2.35 Personnel to wear appropriate personal protective equipment (PPE) as each job requires -e.g. gloves, safety boots, earmuffs, safety clothing.
 - 2.36 All safety procedures as outlined in JSAs are to be adhered to for the protection of not only the worker, but for any relevant personnel & the public also.
 - 2.37 All staff to undergo medical surveillance twice per annum.
 - 2.38 Letters of good standing with Department of Labour in terms of Occupational Health and safety must be submitted.
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ADDENDUM TO KDN 84/22-23 SPECIFICATION -CLEANING OF GARDENS AND GROUNDS

- The Removal and disposal of all alien trees on the hospital gardens and grounds. The names of the alien trees are as per list below but are not limited to other alien plants not included on the list, that is growing on the hospital gardens and grounds and must be removed and disposed of.

Names of Alien Trees

- Bugweed (*Solanum mauritianum*)
- Yellow Bells(*Tecoma Stans*)
- Brazilian Pepper Tree
- Syringa tree
- Lantana
- Acacia-Cascade wattfe
- Eucalyptus
- Brazilian Sunflower