



**RFP UJ 76/2024: FOR SERVICE AND MAINTENANCE OF GARDENING AND SPORT GROUNDS MACHINERY IN ALL 4 CAMPUSES (APB, APK, DFC, SWC) AND UJ ISLAND FOR THREE YEARS**

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**1. SCOPE OF WORK**

The appointed supplier will be responsible to perform service and maintenance of garden and sport grounds machinery at the following sites:

- Auckland Park, Kingsway Campus (APK) and surrounding UJ facilities
- Bunting Road Campus (APB) and surrounding UJ Facilities
- Doornfontein Campus (DFC) and surrounding UJ facilities
- Soweto Campus (SWC) and Devland
- UJ Island at the Vaal dam

UJ would like to receive proposals from suppliers to render reliable service at the most cost-effective basis without jeopardising continuous service delivery.

**Below tables are the lists of existing machinery per campus and UJ Island.**

## GARDEN AND SPORT GROUNDS MACHINERY

Table:1

CAMPUS	MACHINE	QUANTITY	FREQUENCY
APB GARDENS	Blowers 570 BT	6	Quarterly
	Zero-turns (RIDE ON) Husqvarna	2	100hrs /Monthly
	Brush-cutters	4	Quarterly
	Pole Pruner	2	Quarterly
	Hedge trimmers	2	Quarterly
	Chain saw	1	Quarterly
APK & APB SPORT GROUNDS			
AW MULLER STADIUM	John Deere mower	1	Quarterly
	Chain saw	2	Quarterly
	570 BT blower	9	Quarterly
	Pole Pruner	2	Quarterly
	Brush-cutters	14	Quarterly
	Zero-turn(RIDE ON) Husqvarna	3	100hrs /Monthly
	Self-propeller lawn mower	3	Quarterly
	Compressor	1	Yearly
MILVILLE CRICKET OVAL	570 BT blowers	2	Quarterly
	Zero-turn	1	100hrs /Monthly
	Brush-cutters	5	Quarterly
	Pole pruner	1	Quarterly
	Chain saw	1	Quarterly
	Hedge trimmer	1	Quarterly
RUGBY STADIUM			
	Brush-cutters	5	Quarterly
	Hedge trimmer	1	Quarterly
	Push mower	1	Quarterly
	Self-propeller	1	Quarterly
	Zero turn(RIDE ON) Husqvarna	2	100hrs /Monthly
	Pole pruner	1	Quarterly
	Gator	1	Yearly
WEST SPORT GROUNDS	Brush-cutters	4	Quarterly
	Zero-turn(RIDE ON) Husqvarna	4	100hrs /Monthly
	Pole pruner	3	Quarterly
	Self -propeller	2	Quarterly
	570 BT blower	5	Quarterly
	Hedge trimmer	1	Quarterly
	Chain saw	2	Quarterly

Table 6

CAMPUS	NAME OF MACHINE	QUANTIT Y	FREQUENCY
DFC	Tractor Ride mower	1	
	Brush cutter: Husqvarna 541RS	3	Quarterly
	Brush cutter Husqvarna 143A-11	4	Quarterly
	Hedge trimmer: 226HD60S	2	Quarterly
	Hedge trimmer 122H60	2	Quarterly
	Push mower: Professional	3	Quarterly
	Push mower: Tanden	1	Quarterly
	Push mower: Ariens	1	Quarterly
	Backpack Blower (BTS 580)	6	Quarterly
	Backpack Blower (BTS 570)	2	Quarterly
	Battery Hand Blower (525IB)	1	Quarterly
	Pole Pruner-long handle Husqvarna (525P5S)	1	Quarterly
	Pole Pruner	1	Quarterly
	Chain Saw Husqvarna M1	1	Quarterly
	Air compressor	1	Yearly
	Manual floor sweeper	1	Twice per year

Table 7

CAMPUS	NAME OF MACHINE	QUANTITY	FREQUENCY
SWC	AIR31000: Portable Air Pressure Compressor	1	Yearly
	John Deere Cylinder Mower	1	Quarterly
	Zero Turn (RIDE ON) Husqvarna	4	100hrs /Monthly
	Walk behind: Kudu machine	2	Quarterly
	Walk behind: Elite 750	2	Quarterly
	Push mower Professional	5	Quarterly
	Brush cutter: Husqvarna :143R-11	7	Quarterly
	Protea cricket mower	1	Quarterly
	Backpack Blower: Husqvarna 580 BTS:	4	Quarterly
	Pole Pruner: Husqvarna	2	Quarterly
	Hedge Trimmer: Husqvarna	4	Quarterly
	Malcon blow mower	1	Quarterly
	John Deer Gator tx 4x2	1	Yearly
	Tractor John Deere 5403	1	Yearly

**Table 8**

CAMPUS	NAME OF MACHINE	QUANTITY	FREQUENCY
APK	Hedge trimmer	23	Quarterly
	Pole Prunner:	17	Quarterly
	Brush cutter	40	Quarterly
	Backpack Blower:	45	Quarterly
	Push mower	24	Quarterly
	Zero Turn (RIDE ON) Husqvarna	10	100hrs /Monthly
	Chain Saw	9	Quarterly

**UJ ISLAND**

	NAME OF MACHINE	QUANTITY	FREQUENCY
GARDENING	Brush cutter	2	Quarterly
	Backpack Blower	2	Quarterly
	Ride on Zero Turn: Husqvarna	2	100hrs /Monthly
	Tractor John Deere	1	Yearly
	TLB Excavator	1	Twice per year
	Tractor Fiat	1	Twice per year
	4-Wheeler Yamaha	1	Twice per year
	Compressor: Petrol	1	Yearly

**2. OPERATIONAL FACTORS**

- The service provider will provide a schedule based on the frequency of services to be done per the machine and submit it to responsible campus manager.
- The maintenance services which shall comprise routine, preventative and corrective maintenance of machinery should be carried out monthly.
- The service provider will provide labour, materials to inspect the machinery adjust, clean, repair and lubricate if necessary and replace worn or broken parts.
- Lead time to receive parts should take a maximum of a month to deliver the spare parts.
- If repairs to the Machinery cannot be carried out on site for any reason, it can be repaired off campus and should be authorised by the relevant manager.
- The service provider must complete the service record sheet with the date on which the service was done on the machinery must be signed by the relevant UJ staff.
- The service provider may be required to offer an after-hours emergency breakdown.
- The service provider must submit the technical report to the campus manager with identified risks if any and remedial actions after every service conducted.
- Replacement of parts must be quoted before being replaced and responsible campus managers should approve first.
- A list of defects must be included in a report accompanied by a quotation for remedial work.
- Breakdowns/Callouts - Respond within 2 hours and resolve within 24 hours.
- Request standards call out fee for the first 12 months and service provider should provide estimated increase on these fees for the 2<sup>nd</sup> and 3<sup>rd</sup> year.
- Call out maintenance services, which shall comprise on demand call out support and the resolution of machinery faults.

**3. NOTES TO THE TENDERER**

- The supplier will be expected to work in good faith.
- The supplier will be expected to train UJ staff on basic knowledge of how to handle and take care and proper operating of machinery.

**4. LIST OF TENDERERS TO BE INVITED**

The tenderers will not be recommended, due to the value of the tender it will be advertised on the UJ website and on Oracle Applications.

**5. EVALUATION CRITERIA**

The submitted tenders will be evaluated based on the list of criteria defined below. A tenderer, which fails to meet any one criterion, will not be considered in subsequent evaluations.

The tender evaluation criteria are listed in sequence below:

- Compliance to prescribed tender returnable documents.
- Proof of previous related work experience with contactable references.
- Compliance to scope of work specifications.
- Technical competence to execute the work. Trade test certificates and CVs for artisans /Technician must be submitted.
- Price feasibility (Price feasibility is a reasonability test for the likelihood that the supplier can complete the specified work within the tendered price).
- Submission of a project methodology detailing the deliverables, approach, schedule, and timeframes.
- Price and BBEE as per the scoring matrix in the table below:

CATEGORY	POINTS ALLOCATION
B-BBEE	20
Price	80
<b>Total</b>	<b>100</b>