



REQUEST FOR QUOTATIONS

Cleaning and Urban Maintenance Services

Required contract period: 6 August 2026 to 30 June 2028

All prospective suppliers are hereby invited to submit quotations for the provision of cleaning and urban maintenance services to the Clifton City Improvement District NPC as set out in this Request for Quotations (RFQ).

1. Invitation to Quote:

This RFQ invites suitably qualified and experienced service providers to submit quotations for cleaning and urban maintenance services. The objective is to appoint a service provider capable of delivering reliable, high-quality services in accordance with the required standards and specifications.

2. Scope of Services:

- Provision of a 365-day a year cleaning and urban maintenance service, with working hours being 07h00 to 16h00 daily, services to be delivered as per client instructions and work plans;
- Daily cleaning and sweeping and litter picking of all public open spaces, including roads, kerbs, gutters, pavements, pathways, staircases, promenades, car parks and beaches – including between rocks, also attending to instances of illegal dumping;
- Daily cleaning of the CID office and facilities;
- Daily cleaning and litter picking of green belts and green areas, including mountainsides and road reserves;
- Daily emptying of bins and bagging of waste for upliftment to collection areas;
- Daily collection of filled bags and drop off at agreed locations for upliftment by the City of Cape Town;
- Daily inspections of all areas post service delivery to ensure adherence to standards and requirements;
- Ongoing weed removal in gutters, roadways, paving and car parks;
- Ongoing inspection and cleaning / clearing of drains (channels, gulleys, grids) and reporting blockages requiring City intervention;
- Ongoing urban maintenance support, including minor upkeep of public spaces;
- Ongoing graffiti and sticker removal from public infrastructure;
- Ongoing treatment oil spills on paving and roads with sand until adequate cleaning can be arranged;
- Ongoing reporting of hazards, defects, vandalism, or maintenance issues observed during service delivery;
- Watering of planted areas as per agreed schedules;
- High pressure cleaning and sanitising of pavements and infrastructure as per agreed schedules from 1 October to 30 April annually;
- Provision of assistance to environmental upgrading teams;
- Provision of all labour, supervision, cleaning materials, equipment, and protective clothing required to execute the services;
- Manpower required:
 - 1 working supervisor;
 - 4 cleaners (1 to additionally assume responsibility for office and facilities cleaning daily)

- Vehicles required:
 - Mobile, utility vehicle / trailer mounted, water reservoir and self-contained generator, complete with extension hoses and spray, fittings suitable for both high-pressure (HP) and low-pressure (LP) applications. Running and maintenance costs included.
 - Branded utility vehicle with canopy - inclusive of insurance, tracking and all maintenance services.
- Staff to be transported to and from site daily (no self-posting allowed).

3. Quotation Submission Requirements:

Suppliers are requested to submit a written quotation that includes the following:

- Company profile and relevant experience in cleaning and urban maintenance services;
- Detailed pricing schedule or fee structure;
- Proposed service methodology and turnaround times;
- Proof of company registration and relevant compliance documentation;
- Contact details of the responsible representative;
- References from clients operating in the public open space.

4. Closing Date and Time for submissions:

Quotations must be submitted no later than **22 June 2026 at 16h00**. Late submissions may not be considered.

5. Submission Method:

Quotations must be submitted to:

Organisation: The Clifton City Improvement District NPC

Contact person: Amanda Kirk

Email: info@cliftoncid.co.za

Telephone: 084 604 7484

Physical address: The Ridge, 4th beach, Clifton, 8005

6. Evaluation of Quotations:

Quotations will be evaluated based on, but not limited to, the following criteria:

- Compliance with the requirements of this RFQ;
- Relevant experience and demonstrated capacity with valid references;
- Price and overall value for money;
- Quality and completeness of the submission;
- Ability to commence and sustain service delivery as required.

7. General Terms and Conditions:

- The issuing organisation reserves the right not to accept the lowest or any quotation received.
- The issuing organisation reserves the right to request additional information or clarification from any supplier.
- All costs associated with the preparation and submission of quotations are for the account of the supplier.
- The successful supplier will be required to enter into a formal service agreement.
- Quotations should remain valid for a period of 30 days from the closing date unless otherwise stated.

8. Enquiries:

For any enquiries relating to this RFQ, please contact:

Amanda Kirk

CID Manager

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Mobile: 084 604 7484