

REQUEST FOR QUOTATIONS: APPOINTMENT OF A SERVICE PROVIDER FOR FURNITURE REMOVAL & LISTED ITEMS FOR A CBE EMPLOYEE FROM DURBAN (MORNINGSIDE) TO GAUTENG (CENTURION).

The Council for the Built Environment (CBE) wishes to invite Quotations from Prospective Bidders for the Appointment of a service provider for **furniture & items listed** for removal for a CBE employee from Durban (Morningside) to Gauteng (Centurion).

1. BACKGROUND

This document provides a needs assessment for the procurement of services from service providers to submit Quotations for **furniture and items listed** removal for a CBE employee from Durban (Morningside) to Gauteng (Centurion).

2. SPECIFICATION

CBE hereby requests experienced service providers to submit Quotations for **furniture removal and items listed** for a CBE employee from Durban (Morningside) to Gauteng (Centurion) by the **3rd of November 2023**.

The service provider must provide the following:

- The collection of all 15 items (as per goods list) below from Durban (Morningside) to Gauteng (Centurion).
- Collection address description: **Complex, second floor. (Please note it should be any time between 08:30-15:30)**
- The goods must be delivered by the 03 November 2023 in Pretoria, but delivery must not be made over the weekend.
- Delivery address description: **House [Stand 4775B, at the gate]**
- Provide transit insurance for the goods from Durban (Morningside) to Gauteng (Centurion).
- Provide bubble wrap for the goods and wrapping for transit from Durban (Morningside) to Gauteng (Centurion).
- Provide labour (loading and offloading) of the goods from Durban (Morningside) to Gauteng (Centurion).

Special note: Service providers to **show all** items on the quote and costing.

- **List of items to be collected and delivered.**

NO.	DESCRIPTION	VALUE
1	Box 1-Books and Jewellery	R12000
2	Box 2- Weaves/Human Hair	R15000

NO.	DESCRIPTION	VALUE
3	Box 3- Shoes (Sneakers, heels, boots, flats)	R15000
4	Box 4- Bags	R5000
5	Box 5- Jackets and Clothes	R6000
6	Box 6- Clothes	R5000
7	Box 7 – Ring light and media kit, laptop, books, hair products, face products, bathrooms things	R7000
8	Box 8 - Clothes	R5000
9	Box 9- Pots, Cutlery, crockery, glasses	R3000
10	Box 10- Kettle, blender, toaster, cups, utensils, kitchen dish stand parts	R4000
11	Box 11- Clothes	R8000
12	Maroon suitcase- Clothes	R18000
13	Green suitcase- Clothes	R30000
14	Black kitchen dish stand	R300
15	Empty Folded Box [I bought it, I need it for storage]	R55

		R133 355,00
The quotation must be inclusive of transit insurance, bubble wrap and labour (loading and offloading)		

Relocation Address For Quotation:

Moving From (collection address):

Unit 211 Sanzala

340 Percy Osborne Road Morningside

Durban

Complex, second floor

Moving to (delivery address):

435 Pride of India Place, Thatchfield Gardens Estate. Centurion

0157

House [Stand 4775B, at the gate]

SUBMISSION OF QUOTATIONS

- All Quotations with the required accompanying documentation must be submitted to both Sthembile@cbe.org.za and Afika@cbe.org.za not later than the closing date and time. Bidders must please note that the CBE server can receive files to a maximum size limit of 150mb (inclusive of message content and attachment). Should files exceed this size limit, bidders may either send their files in separate emails or alternatively compress the files and submit.
- BBBEE Certificates/ Sworn affidavits must be submitted physically in our bid box at 2nd Floor, Lourie Place, Hillcrest Office Park, Hillcrest Boulevard, 179 Lunnnon Road, Hillcrest, Pretoria as they must be Original/ Originally certified copies. (Not later than the closing date and time). Note that if the Service Provider fail to submit the BBBEE

certificates/Sworn affidavits their quotation will still be evaluated without allocation of points thereof (couriered Certificates /affidavit are allowed.)

- The closing date for submission of Quotations and supporting documents required is **31 October 2023 at 11:00 AM.**

The CBE looks forward to your responses.

No late responses will be accepted.