



Request for Quotation (RFQ) for the supply and delivery of 50ppm diesel to the CSIR

Request for Quotation (RFQ) No: 5389/28/09/2018

Date of issue:	14 September 2018
Closing Date and Time:	28 September 2018 at 16:30
Contact details:	For submission of quotations or any other enquiries: Email: tender@csir.co.za (Please use RFQ No. as subject reference)

1 INVITATION FOR QUOTATION

Quotations are hereby invited for the supply and delivery of 50ppm diesel to the CSIR Biosciences unit.

2 QUOTATION REQUIREMENTS

The supplier is required to quote on the following:

- Diesel 50 ppm sulphur x15 000L (Litres)
- Deliver to CSIR Main campus in Pretoria
- Delivery must be made within 48 hours of receiving official purchase order from CSIR- Please indicate lead time on quote.

*Please refer to **annexure A** below for more technical information and pictures.

NB: Supplier must provide technical data sheet when submitting quote (Not MSDS).

3 EVALUATION CRITERIA

- 3.1 Selection of suppliers will be based on the 80/20 preference point system.
- 3.2 Indicate valid B-BBEE status on quotation. No B-BBEE status will equal zero points (**RSA suppliers only**). *Please submit valid BBBEE certificate or sworn affidavit.*
- 3.3 Indicate CSD number (National Treasury Central Supplier Database) on quotation. If not registered yet on CSD, use www.csd.gov.za to register. *(Please ensure that tax status is updated on CSD)*
- 3.4 No order will be issued or no contract will be signed without a valid CSD number.
- 3.5 Elimination criteria;

Suppliers will be disqualified under the following conditions:

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This is not a Purchase Order.

- Late submission;
- If lead time is not indicated on quotation;
- Quotation submitted at wrong location or email address (***Quote must submitted via email to tender@csir.co.za before the closing date and time***);
- If supplier is not a B-BBEE level 1 or 2 supplier- ***Only B-BBBE level 1 and 2 suppliers will be considered***;
- Submit wholesale licence **certificate** for petroleum products from the department of Energy (DoE) - Quote will not be considered if certificate is not provided.
- If no technical/specification data-sheet of the product quoted is not submitted. (***WE ARE NOT LOOKING FOR A MSDS- Material Safety Data-sheet***);
- If the supplier does not provide three contactable references for doing similar work;
- If no company profile is submitted with quote.

4 PRICING QUOTATION

- 4.1 Price needs to be provided in South African Rand (excl. VAT), with details on price elements that are subject to escalation and exchange rate fluctuations clearly indicated.
- 4.2 Price should include additional cost elements such as freight, insurance until acceptance, duty where applicable, etc.
- 4.3 Payment will be according to the CSIR Payment Terms and Conditions.

5 OTHER TERMS AND CONDITIONS

- 5.1 The supplier shall under no circumstances offer, promise or make any gift, payment, loan, reward, inducement, benefit or other advantage, which may be construed as being made to solicit any favour, to any CSIR employee or its representatives. Such an act shall constitute a material breach of the Agreement and the CSIR shall be entitled to terminate the Agreement forthwith, without prejudice to any of its rights.
 - 5.2 A validity period of 90 days will apply to all quotations except where indicated differently on the quote.
- 6 No goods and/or services should be delivered to the CSIR without an official CSIR Purchase order. CSIR purchase order number must be quoted on the invoice. Invoices without CSIR purchase order numbers will be returned to supplier.**

Note: This is not a Purchase Order.

ANNEXURE A: Technical information and pictures

Kindly take the following into consideration when preparing your quote:

- The tank capacity is 23 000L
- It is underground
- Diesel needs to be pumped in
- Coupling size= please see below photos for info







