



## Request for Quotation (RFQ) for the supply of PowerEdge R640 Rack Server to the CSIR

**RFQ No. 5857/06/07/2022**

Date of issue	Wednesday 22/06/2022
Closing Date and Time	Wednesday 06/07/2022 @ 16:30
Submission of quotations	Submission of quotations or any other enquiries is via email only and must be sent: Email to: <a href="mailto:tender@csir.co.za">tender@csir.co.za</a>  (Please use RFQ number as subject reference)
Category:	Computer equipment
CSIR Business Hours	08:00 – 16:30

### 1 INVITATION FOR QUOTATION

Quotations are hereby invited for the supply of PowerEdge R640 Rack Server as specified in this RFQ.

### 2 QUOTATION REQUIREMENTS

All quotations must include the following;

- 2.1 The tenderer should indicate an estimated time of delivery of the equipment from the time the official order is placed.

2.2 See full specification below:

Description	Quantity
Intel® Xeon® Silver 4210 Processor	1
PowerEdge R640 Rack Server	1
4TB SSD	2
-Gigabit Ethernet	
-64 GB RAM	
No operating system	

#### **Additional Requirements:**

- The supplier must submit quotation on their official company letterhead.
- The supplier must quote on all the items/services exactly as listed in the above BOQ or scope of work.
- The pricing must be firm and inclusive of all costs required to render the required services to the CSIR.
- The quotation must clearly show the breakdown of all costs.
- Delivery is to be made at CSIR Pretoria.

### **3 EVALUATION CRITERIA**

- 3.1 Selection of suppliers will be based on the 80/20 preference point system.
- 3.2 Indicate CSD number (National Treasury Central Supplier Database) on quotation. If not registered yet on CSD, use [www.csd.gov.za](http://www.csd.gov.za) to register.
- 3.3 No order will be issued or no contract will be signed without a valid CSD number.
- 3.4 No B-BBEE scores will be allocated to service providers if they do not provide the following;
- Provide valid certified copy of the B-BBEE Certificate issued by an accredited verification agency and bearing a SANAS logo; or
  - Valid sworn affidavits made on DTIC designed templates; or
  - DTIC issued affidavit; or

3.5 Quotations must be submitted on company letterhead.

#### **4 ELIMINATION CRITERIA**

- Late submission of quotes;
- Submission at the wrong location or incorrect email address (Please submit electronically to [tender@csir.co.za](mailto:tender@csir.co.za))
- Non-submission of quotes on company letterhead.
- Restricted suppliers

#### **5 PRICING QUOTATION**

- 5.1 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.
- 5.2 Price should include additional cost elements such as freight, insurance until acceptance, duty where applicable, etc.
- 5.3 A validity period of 90 days will apply to all quotations except where indicated differently on the quote.
- 5.4 Payment will be according to the CSIR Payment Terms and Conditions.

#### **6 OTHER TERMS AND CONDITIONS**

- 6.1 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.
- 6.2 The e-mail and file sizes should not exceed a total of 25MB per e-mail.
- 7** 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.

**8 ANNEXURE A – SBD 1** (Completed form to be submitted with the quotation

## 9 DECLARATION BY TENDERER

**Only tenderers who completed the declaration below will be considered for evaluation.**

**RFQ No: 5857/06/07/2022**

I hereby undertake to render goods/services described in the attached tendering documents to CSIR in accordance with the requirements and task directives/quotation specifications stipulated in RFQ No. 5857/06/07/2022 at the price/s quoted. My offer/s remains binding upon me and open for acceptance by the CSIR during the validity period indicated and calculated from the closing date of the quotation.

I confirm that I am satisfied with regards to the correctness and validity of my quotation; that the price(s) and rate(s) quoted cover all the services specified in the quotation documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.

I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this RFQ as the principal liable for the due fulfilment of this RFQ process.

I declare that I have no participation in any collusive practices with any tenderer or any other person regarding this or any other RFQ proposal.

I accept that the CSIR may take appropriate actions, deemed necessary, should there be a conflict of interest or if this declaration proves to be false.

I confirm that I am duly authorised to sign this proposal.

NAME (PRINT) .....

CAPACITY .....

SIGNATURE .....

NAME OF FIRM .....

DATE .....

RFQ 5857/06/07/2022

WITNESSES

1 .....

2 .....

DATE: .....