

***The provision of quotations for analysis of ammonia and orthophosphate in seawater for the Coastal Systems Research Group of the CSIR based in Durban***

***Request for Quotation (RFQ) No: 5507/03/09/2019***

Date of issue	Tuesday, 20 August 2019
Closing Date and Time	Tuesday, 03 September 2019 at 16:30
RFQ Number	5507/03/09/2019
Contact details	For submission of quotations or any other enquiries: <a href="mailto:tender@csir.co.za">tender@csir.co.za</a>

**1 INVITATION FOR QUOTATION**

Quotations are hereby invited for **the analysis of ammonia and orthophosphate** in seawater.

**2 QUOTATION REQUIREMENTS**

- Analytes: Ammonia – required method detection limit of 0.005 mg/l; orthophosphate (soluble reactive phosphorous) – required method detection limit of 0.001 mg/L.
- Accreditation: Respondent laboratories should be accredited for the scope of services.
- Results format: The results of analyses should be provided as a laboratory certificate and as an Excel spreadsheet, and should include all quality assurance and quality control results. Respondents may elaborate on reporting should they consider this necessary.
- Import permit: International respondents must be in possession of a valid permit for the import of biological tissue for chemical analysis and must provide proof of such permits.
- Price: Provide a price per suite of analytes per sample, and a price for 900 samples.

**3 MANDATORY REQUIREMENTS**

1. Respondent laboratories must be accredited for the scope of services. Proof of accreditation must be provided.
2. International respondents must be in possession of a valid permit for the import of seawater for chemical analysis and must provide proof of such permits.

**4 ELIMINATION CRITERIA**

Quotations will be eliminated under the following conditions:

- Submission after the deadline;
- Respondent laboratory fails to provide proof of accreditation.

- Respondent laboratory does not have a valid import permit for seawater for chemical analysis (applicable to international suppliers only).

## **5 EVALUATION CRITERIA**

- 5.1 Selection of suppliers will be based on the **80/20** preference point system.
- 5.2 Indicate valid B-BBEE status on quotation. No B-BBEE status will equal zero points (applicable to South African suppliers only).  
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 (Applicable to South African suppliers only).
- 5.3 No order will be issued or no contract will be signed without a valid CSD number (Applicable to South African suppliers only).

## **6 PRICING QUOTATION**

- 6.1 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.
- 6.2 Price should include additional cost elements such as freight, insurance until acceptance, duty where applicable, etc.
- 6.3 Payment will be according to the CSIR Payment Terms and Conditions.

## **7 OTHER TERMS AND CONDITIONS**

- 7.1 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.
- 7.2 A validity period of 90 days will apply to all quotations except where indicated differently on the quote.

**8 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.**

**9 Note: This is not a Purchase Order.**