

Request for Quotation (RFQ)

The provision of advisory services on the development of a separate prospectus for the top technologies and for a commercialisation vehicle as part of the CSIR's commercialisation strategy

RFQ No. 9360/11/02/2022

Date of issue:	Friday, 28 January 2022
Compulsory Briefing Session	None
Closing Date and Time:	Friday, 11 February 2022 at 16h30 (<i>Late tenders will not be considered</i>)
Submission and Contact details:	For submission of quotations or any other enquiries: Email: tender@csir.co.za (<i>Please use RFQ No. as subject reference</i>)

1 INTRODUCTION

The Council for Scientific and Industrial Research (CSIR) is one of the leading African research and technology development organisations. The CSIR's mandate is to undertake directed and multidisciplinary research and technology innovation that contributes to the improvement of the quality of life of South Africans. The CSIR lives and achieves this mandate in partnership with national and international research and technology institutions, parties in the public and private sectors and with civil societies.

The CSIR also renders its research and development focus and outputs to drive socioeconomic development and to support a capable state. Intellectual property and know-how are key outputs of the CSIR's endeavours, which it translates into products, processes and services. The valorisation of intellectual property and knowhow are critical to the realisation of the CSIR mandate, and the CSIR's strategy places great emphasis on technology commercialisation through creation of competitive enterprises or licensing to suitable existing companies.

2 BACKGROUND

The CSIR is in the third year of implementation of its vision, mission, strategic objectives and focus areas. The thrust of the CSIR's new strategy, is to drive industrial development. The organisation has also implemented new business and operating models to achieve the strategy, including embedding business development and commercialisation as an integral component of its operating model. Other critical organisational changes include having fit for purpose organisational support structures, services, systems, tools and processes that will enable and embed an agile, efficient, effective, integrated and collaborative new way of working.

2.1 Strategic objectives

The CSIR has defined strategic goals that underpin the new strategy. These specific strategic objectives crystallise what the organization must do to achieve growth, sustainability, relevance and impact in their quest to achieve the organization's mandate. These strategic objectives include.

Strategic objective 1: Conduct research and development of transformative technologies and accelerate their diffusion,

Strategic objective 2: Improve the competitiveness of high-impact industries to support South Africa's re-industrialisation by collaboratively developing, localising and implementing technology,

Strategic objectives 3: Drive the socioeconomic transformation through RD&I which supports the development of a capable state,

Strategic objective 4: Build and transform human capital and infrastructure, and

Strategic objective 5: Diversify income, maintain financial sustainability and good governance.

Commercialisation of the technologies developed and/or localised by the CSIR and its partners is key to the implementation of the organisation's strategy and addresses all the 5 of the CSIR's strategic objectives directly or indirectly. This can only be attained if the CSIR evaluates its current intellectual property portfolio, accelerates more intellectual property (IP) creation and protection, amplify commercialisation of the IP to create new industries and to bring competitiveness to existing industries in a manner that is broadly inclusive and fully transformative to the economy. The CSIR also needs to make commercialisation of its technologies an integral part of its mindset and culture.

2.2 Approaches to commercialisation

The CSIR has historically used a variety of approaches to commercialisation. Table 1 below shows the various approaches used by the CSIR to valorise its technologies.

Table 1: CSIR approaches to commercialisation

Approach	Description
Contract research and development	<ul style="list-style-type: none"> • CSIR earns contract research and development by developing solutions for clients • CSIR retains its intellectual property
Joint technology development	<ul style="list-style-type: none"> • CSIR partners with other parties to jointly develop and commercialise technology • CSIR and the party jointly own the IP jointly created •
Technology based Services	<ul style="list-style-type: none"> • CSIR is contracted by parties to render services based on its technical expertise • IP in the form of formally registered intellectual property and/or know how
Licensing of intellectual property	<ul style="list-style-type: none"> • CSIR licenses technology to new and existing companies • Technology licenced exclusively or non-exclusive
Technology based start-up companies	<ul style="list-style-type: none"> • CSIR creates technology-based start-up company where it has shareholding • CSIR licenses technology to start-ups without taking up shares

2.3 Commercialisation history

The CSIR has contributed significantly to South Africa's RD&I, supporting general academic, medical and industrial research. It contributed significantly to industrial development, through the setting up of other specialised research councils, rendering support to enterprises, setting up successful start-up companies, and enhancing significant parts of some original equipment manufacturers such as Denel Aerostructures. To date, the CSIR has created 105 companies, of which 54 (51%) are still thriving. Some of the relatively recent high-level commercialisation statistics are listed below:

Licences

- 2004-2014: 105 licences
- About 65% know-how, 35% patent licences
- About 68% non-exclusive, 32% exclusive

Start-Ups

- 1990-2000: 32 companies formed and 7 still in existence 2014 (22% survival rate)
- 2000-2014: 22 companies formed and 10 still in existence 2014 (45% survival rate)
- From 1990-2014: 54 companies formed with 17 still in existence (31%)
- From 2015 – 2021: 5 Companies formed

Commercialisation vehicles

The organisation has a history in the creation of various vehicles to facilitate commercialisation of its technologies. Technovent (Pty) Ltd, for example, was established as the entity that holds CSIR interests in technologies that have been spun out of the organisation. It took shareholding in companies established using CSIR technologies. Technology Finance Corporation (Pty) Ltd, was put in place to secure international interest in South African-owned patents and had a responsibility to mobilise financial resources. These vehicles were not significantly successful, as they were limited in resources (capitalization and appropriately skilled human resources) and their reach particularly, into the global markets. At a time when the economy is struggling and public sector resources are particularly constrained, the new CSIR strategy and the follow up review of its commercialisation strategy could not have been timelier.

2.4 Some key lessons from history

The CSIR undertook an in-depth analysis of key elements contributing to success or failure of its Commercialisation endeavours. Table 2 below outlines the key lessons from previous licensing endeavours.

Table 2: CSIR lessons learned from previous commercialisation initiatives

Theme	Lessons
Access to capital	<ul style="list-style-type: none"> Start-ups are cash hungry initiatives, and they need to be resourced Special purpose vehicles mandated with commercialisation are only as good as they are resourced (financial and human resources) Guaranteed capital required to strengthen CSIR negotiating position
Understanding the market	<ul style="list-style-type: none"> Market needs, technology, techno-economics around an innovation are critical to market access The licensing route is a limited way to get value from intellectual property, and the equity route must be explored
Licensing strategies	<ul style="list-style-type: none"> Market readiness of technologies must be correctly, and professionally evaluated and suitable runway (time and money) provided Market readiness of technology is critical to supporting the negotiations with licensing partners Co-development is a good opportunity if the CSIR can negotiate from a position of strength, and can earn significant contract R&D
Capable team	<ul style="list-style-type: none"> Require seasoned/suitable management structures with the business and managerial acumen While scientists are encouraged to be entrepreneurial, not all scientists can be company CEOs, even if they are the inventors

2.5 The CSIR's proposed model

Against the background of lessons learned, the CSIR proposed a three-legged model in two independent but mutually reinforcing institutions. The first is the CSIR, a schedule 3B government enterprise as designated in the Public Finance Management Act (PFMA). The CSIR is a research and development institution tasked with research and development to generate intellectual property to support industry and society as well as capable state. The CSIR also uses its parliamentary grant allocation to build strategic research and innovation capabilities and performs contract research and development for the public and private sector locally and internationally. It raises financial resources and valorises its intellectual property through the business development and commercialisation function. The second institution is the envisaged CSIR

Commercial Enterprise (Pty LTD), a private enterprise acting as an accelerator to license and incubate high tech start-ups developed from CSIR IP.

The two institutions are separated by the dotted line and interact dynamically as shown by the up and down arrows shown in figure 1 below.

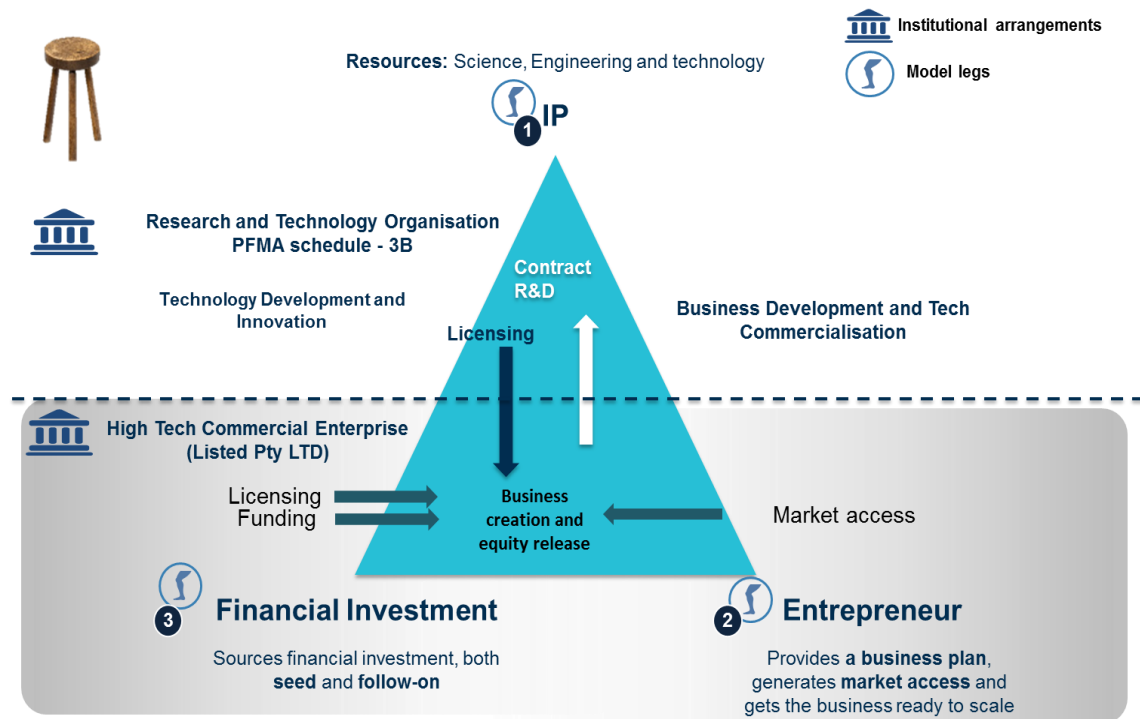


Figure 1: The CSIR three-legged model for technology commercialisation

Leg 1: The first leg is **intellectual property**, generated by CSIR 3B research and development institution and licensed to the commercialisation vehicle through the business development and commercialisation function.

Leg 2: The second leg sits in the commercialisation vehicle and is **the entrepreneur**, who is supposed to be business savvy, providing sound and bankable business plans, generate market access and positions the business developed on the licensed to scale up. The entrepreneur is expected to have knowledge of the technology and networks in the sectors in which the technology finds application, and a track record of success, among other things.

Leg 3: The third leg, also in the commercialisation vehicle, is **financial investment**, reliable source of seed funding to adequately de-risk the technology and get it market ready, as well as follow on funding to ensure successful establishment, market penetration and full commercialisation.

The Model was endorsed by an external third party.

2.6 Feasibility of the proposed model

With the above intent, the CSIR set up several work streams to explore the feasibility of the proposed model. This exercise was in two parts, an in-depth analysis of the CSIR internal and external operating environment and a benchmarking analysis to establish best practice globally.

2.7 CSIR internal and external operating environment

The intent of each work stream and its findings are summarized in Table 3 below.

Table 3: CSIR internal workstreams and their recommendations

Workstream	Objectives	Recommendations
History and learning	A reflection on the journey the CSIR has walked in commercialising its technologies and lessons learned	See Table 2 above
Intellectual property and knowhow	Establish the types and quality of the CSIR's intellectual assets and how these could be assessed by the vehicle	<ul style="list-style-type: none"> • Different forms of IP ranging from formerly registered and non-registered, which lends itself to different commercialisation approaches • CSIR can generate significant value from all forms, with the trademarks so far generating the least value • The CSIR has adequate assets to initiate and sustain the commercialisation vehicle in the short to medium term (and is continuously generating new IP) • Selected IP will be assigned to the vehicle based on clearly defined criteria • A prospectus of the top10/20 technologies to be developed leading up to the launch of the commercialisation vehicle needed to be refined
Financing landscape	Assessment of the various possible sources of funding organisations and partners	<ul style="list-style-type: none"> • South Africa is experiencing growth in VC and PE investments that align with the timing to initiate a commercialization vehicle and a supportive fund • There is a relatively low number of deals in the technology domains that the CSIR is acting in, and the CV may just be the right vehicle to catalyse activity in these sectors • The private sector, notably corporate investors, play an important part in investments, which bodes well for raising private sector funding • Recommended that the CSIR will need to create a seed fund to de-risk the technologies

		<p>to be commercialised, and to establish a separate professionally managed fund to provide follow on investment</p> <ul style="list-style-type: none"> • A prioritised list of potential investment houses to work with the CSIR in establishing the follow-on fund, including private capital, development finance institutions, and global investment vehicles (e.g., Sovereign and social impact funds)
Legal and regulatory	Evaluation of the legal and regulatory environment as it might impacts the aspiration to create a vehicle for technology commercialisation	<ul style="list-style-type: none"> • The key relevant legislation included the Scientific Research Council Act, the PFMA, the IPR Act, among others • There are no legal hurdles to the CSIR setting up a commercialisation vehicle, however. • Any company that the CSIR forms and has ownership control of will be a public research institution – thus the CSIR must seek the relevant exemptions from PFMA requirements the appropriate authorities to provide agility to this new entity • At the setup phase, CSIR must take lead and seek exemptions in the short term • Plan for minority shareholding in the long term to free the CV from the PFMA and allow it to compete on equal footing with peers globally • Negotiate and ensure the inclusion of minority shareholding protection • The CSIR has a commercialisation vehicle called Technifin, which it could potentially repurpose for the intent outlined herein
Internal operating environment	An evaluation of the internal elements which impact innovation and the ability to commercialise technologies	<ul style="list-style-type: none"> • Stage gate model recommended for PG investment • Innovation communities of practice in the CSIR to share learning (that involve SET) • Enhanced commercialization capacity at CSIR and Cluster level • Portfolio management underpinned by the relevant skills • Etc.
The model	New high impact model for technology commercialisation/	<ul style="list-style-type: none"> • The premise of a 3-legged model as proposal to be independently evaluated • Model endorsed by external independent party
The roadmap	Plan for implementation	

3 INVITATION FOR QUOTATION

Quotations are hereby invited for the provision of advisory services on the development of a separate prospectus for the top technologies and for a commercialisation vehicle as part of the CSIR's commercialisation strategy.

4 SCOPE OF WORK AND DELIVERABLES

Against the above background, the CSIR is looking for advisory services to provide professional input into the development of an investment prospectus, the critical elements of a suitable commercialisation vehicle, the critical path leading up to the commercialisation vehicle launch, and how the launch must be put together. The CSIR already has internal workstreams working on aspects of these deliverables, so what is required is the professional input leading to the most suitable content, strategic positioning, finishing and polishing of the investment prospectus and special purpose commercialisation vehicle prospectus with solid content and a polished finish that would result in securing private sector interest in the CSIR top technologies, set the tone for positioning of the next round of technologies and result in successful launch of the commercialisation vehicle. The specific requirements and accountabilities for the advisor are as follows:

4.1 Investment prospectus

The CSIR requires the development of a prospectus of the best CSIR technologies that will attract interest and commitment of private sector investors and expects to be regularly generating such investment prospectuses. The selected advisor must:

a. Provide a framework for developing an investment prospectus

The framework will be used by the CSIR teams now and in the future to position technologies for investment and should provide;

- Clear evaluation and prioritisation criteria for selection of technologies.
- Critical elements for market positioning.
- Clear approach to assessment of technology maturity.

b. Apply the criteria to identify the top technologies

- Review the basket of the CSIR top 30 technologies
- A deliberate selection of the most advanced/suitable technologies for the investment

c. Develop a prospectus for each of the selected technologies

Compilation of a professionally put together prospectus/book on the top 10 CSIR technologies in a format that puts the CSIR's best foot forward in launching its commercialisation vehicle as well as attracting funding. This should include;

- The positioning of individual technologies.
- The mix of technologies in the book that is likely to appeal to a broad range of private and public sectors investors.
- Positioning with the potential investors and stakeholders during the de-risking phase.
- Any other advice deemed critical for success.

4.2 The setup of a commercialisation (special purpose) vehicle

The commercialisation vehicle prospectus **is a deliverable for the CSIR team**. However, the selected advisors **should provide a critical and professional advice** on all elements of the special purpose vehicle from designing, launching, and scaling a corporate accelerator programme. The complete prospectus of the special purpose vehicle that the advisors will sign off on will include the following:

- Clarity of definition, incubator, accelerator or both.
- Clarity of objectives for the vehicle.
- Structuring of portfolio(s), including thematic focus, given the breadth of technologies that the CSIR works in.
- Functions of the vehicle according to professional standards, taking into cognizance of the South African context, and best practice with similar vehicles.
- Other vehicles with similar aspirations in the country and potential relationships with CSIR vehicle,
- Insights and suggestions on partnerships, if any are required at this stage.
- Modalities for value creation, infrastructure and support services provided.

- Critical elements required to attract entrepreneurs.
- Approaches to building networks and credibility in a rapidly growing start-up ecosystem, within a competitive investor environment.
- Input into the operational structure and positioning of the commercial vehicle.
- Resourcing of the vehicle, including a team with the right mix of background and experience, including the ideal leadership.
- Timing of resourcing.
- Adequacy of capital requirements.
- The critical path leading up to the launch of the vehicle.
- Requirement and nature of advisory board.
- Input into structuring of the launch event and the way forward; and
- Any other advice deemed critical for success.

Note: On the special purpose vehicle, the role is not to do all the work, but rather to bring professional advice to CSIR teams and work with them towards completion of the desired deliverables.

4.3 Design the Investment Fund for CSIR technologies

The CSIR will provide seed funding for the de-risking of the top technologies to improve their market readiness and to attract investors. However, the CSIR, in keeping with global best practice, would like to set up a follow-on investment fund to avoid dilution in the subsequent rounds of investment as the technologies advance towards the market. The advisors should provide;

- The overall design/structure of the fund.
- Regulatory and any other requirements.
- Fund management options and services provided therein.
- Clear criteria for selection of partners/investors into the fund.
- A list of the top 5 potential investors into the fund and the basis of their selection.
- Role/expectations of the CSIR in the fund, given that it will provide the intellectual property – potential basis for its equity position in the emergent companies.
- Critical steps towards set up of the fund.
- How the fund will be positioned relative to the special purpose vehicles.
- How the fund will relate to the CSIR 3B organisation, if any at all.

4.4 Duration of services

This service is required for the last 6 months, with a possibility for continuation, during which the deliverables listed below must be completed and accepted by the CSIR.

4.5 Summary of Specific Deliverables

The CSIR believes it only has one shot at putting out a prospectus and launch its commercialisation vehicle successfully. Thus, we need

1. A **framework** for the development of an investment prospectus
2. A solid, **professional investment prospectus** profiling the top technologies attracting private sector investment
3. Advisors must **sign off** on a solid commercialisation vehicle prospectus (positioning for now and setting the tone for future technology commercialisation) to facilitate the successful commercialisation of CSIR technologies. **Note:** The initial deliverable will be done by the CSIR team, finalised with the advisors.
4. **Clear recommendations on the investment fund**, with clarity of design and structure, selection criteria for investors, the top possible partners, and a clear recommended option for fund management.

5 PRICING SCHEDULE

Bidders must price as per the below pricing schedule for the purposes of evaluation:

No.	Deliverable / Item Description	Unit of Measure	Quantity	Price (Excl. VAT)
1	Technology Prospectus: <ul style="list-style-type: none"> ➤ Signed off Technology Prospectus and prospectus development approach approved by CSIR Exco 	Each	1	
2	Commercialisation vehicle: <ul style="list-style-type: none"> ➤ Professional Prospectus for the Commercialisation Vehicle approved by CSIR Exco, including: 			

	<ul style="list-style-type: none"> • Critical path to launch • Launch Format • Clear Establishment Plans 			
3	Design of Fund with Clear Fund Management Options: <ul style="list-style-type: none"> • Clear fund design and structure • Regulatory requirements and path to attain these • Prioritised fund partners and rationale • Fund management options and clear recommendations • Roadmap to fund establishment and launch 			
4	Disbursements and other fees			
			Sub-total	
			VAT	
			Total	

Notes to Pricing:

Bidders are to note that if the price offered by the highest scoring bidder is not market related, CSIR may not award the contract to that bidder. CSIR may:

- negotiate a market-related price with the Respondent scoring the highest points or cancel the RFQ.
- if that bidder does not agree to a market-related price, negotiate a market-related price with the bidder scoring the second highest points or cancel the RFQ.
- if the bidder scoring the second highest points does not agree to a market-related price, negotiate a market-related price with the bidder scoring the third highest points or cancel the RFQ.

- If a market-related price is not agreed with the bidder scoring the third highest points, CSIR may cancel the RFQ.

NB: The above cost must be inclusive of all costs required to render the required services as per above scope of work and deliverables.

6 BACKGROUND DOCUMENTATION

In order for the service provider to fully assess the viability and value addition of the envisaged commercialisation vehicle, the service provider must

- Familiarise themselves with the mandate, vision, mission, strategy and operating model of the CSIR.
- Review the CSIR's historic and current commercialisation approaches.
- Analyse the CSIR internal workstream reports on the Commercialisation Vehicle.

7 QUOTATION REQUIREMENTS

- The bidder must submit quotation on their official company letterhead.
- The bidder must price on all the items/services listed in the above Pricing Schedule in line with the scope of work.
- The pricing must be firm and inclusive of all costs required to deliver the required deliverables and/or services to the CSIR.
- The bidder must submit a brief company profile (not exceeding 10 pages) highlighting their expertise and capability in delivering on the required assignment.
- CVs and/or profiles of the designated team who will work on the assignment.
- The Service Provider must provide a minimum of five (5) references completed for similar work to the scope of this RFQ done between 2015 and 2021. The references must be submitted in the format as provided on Annexure A.

NB: *Non-adherence to the above quotation requirements or any deviation from the scope of works, specifications and pricing schedule may deem your submission unresponsive and may thus result in your submission not being considered for Price and BBBEE evaluation.*

8 EVALUATION CRITERIA

- 8.1 Selection of suppliers will be based on the 80/20 preference point system.
- 8.2 Submit a valid B-BBEE Certificate (SANAS accredited) or sworn affidavit indicating the B-BBEE Status level. (RSA suppliers only)
- 8.3 No B-BBEE status will equal zero points. (RSA suppliers only)
- 8.4 Indicate CSD number (National Treasury Central Supplier Database) on quotation. If not registered yet on CSD, use www.csd.gov.za to register.
- 8.5 No order will be issued, or no contract will be signed without a valid CSD number (Only applicable to RSA suppliers).
- 8.6 Elimination Criteria:

Suppliers will be eliminated under the following conditions:

- Late submission of Quotes;
- Submission at the incorrect email address- submissions must be made to tender@csir.co.za
- If bidder does not submit quotation on official company letterhead.
- If bidder does not price on all the deliverables as per pricing schedule.
- Non-submission of company profile
- Non-submission of CVs and/or profiles of the designated team who will work on the assignment.
- Non-submission of a minimum of 5 references for similar work completed.

9 PRICING QUOTATION

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

The price should be firm and inclusive of costs and all services required to deliver on the required goods and/or services.

10 PROCEDURE FOR SUBMISSION OF QUOTATIONS

- All quotations must be submitted electronically to: tender@csir.co.za
- Respondents must use the RFQ number as the subject reference number when submitting their bids
- The email and file sizes should not exceed a total of 25 per email
- The naming / labelling syntax of files or documents must be short and simple (e.g., BBBEE Certificate)
- Each bidder will be limited to send two emails with their submissions, and the subject of the email must clearly reference the bidder's name and RFQ number
- All documents submitted electronically via email must be clearly visible.
- Documents submitted via cloud solutions such as: *WeTransfer, Google Drive, Dropbox, etc.* will not be considered.
- Tenders or documents received after the closing date and time will be considered as a late submission. Late submissions will not be evaluated.

NB: NO HARD COPIES OR PHYSICAL SUBMISSIONS WILL BE ACCEPTED

11 SUB-CONTRACTING

- 11.1 A tenderer will not be awarded points for B-BBEE status level if it is indicated in the tender documents that such a tenderer intends sub-contracting more than 25% of the value of the contract to any other enterprise that does not qualify for at least the points that such a tenderer qualifies for, unless the intended sub-contractor is an exempted micro enterprise that has the capability and ability to execute the sub-contract.
- 11.2 A tenderer awarded a contract may not sub-contract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level than the person concerned, unless the contract is sub-contracted to an exempted micro enterprise that has the capability and ability to execute the sub-contract.
- 11.3 If the tender intends to sub-contract, they must indicate the value of the work in Rands to be sub-contracted in relation to the total tendered amount. The supplier must also indicate the name(s) of the company / contractor.
- 11.4 All BBBEE certificates of the sub-contractors must also be submitted. Non-submission will result in 0 points being awarded for BBBEE.

11.5 In case of proposal from a joint venture, the following must be submitted together with the proposal/Quotation:

- Joint venture Agreement including split of work signed by both parties;
- The original or certified copy of the B-BBEE certificate of the joint venture;
- The Tax Clearance Certificate of each joint venture member;
- Proof of ownership/shareholder certificates/copies; and
- Company registration certificates.

12 CORRECTNESS OF RESPONSES

- 12.1 The tenderer must confirm satisfaction regarding the correctness and validity of their quotation and that all prices and rates quoted cover all the work/items specified in the RFQ. The prices and rates quoted must cover all obligations under any resulting contract.
- 12.2 The tenderer accepts that any mistakes regarding prices and calculations will be at their own risk.

13 ADDITIONAL TERMS AND CONDITIONS

- 13.1 A tenderer shall not assume that information and/or documents supplied to CSIR, at any time prior to this request, are still available to CSIR, and shall consequently not make any reference to such information document in its response to this request.
- 13.2 Copies of any affiliations, memberships and/or accreditations that support your submission must be included in the tender.
- 13.3 An omission to disclose material information, a factual inaccuracy, and/or a misrepresentation of fact may result in the disqualification of a tender, or cancellation of any subsequent contract.
- 13.4 Failure to comply with any of the terms and conditions as set out in this document will invalidate the Quotation.

14 CSIR RESERVES THE RIGHT TO

- 14.1 Extend the closing date;
- 14.2 Verify any information contained in a proposal;
- 14.3 Request documentary proof regarding any tendering issue;
- 14.4 Appoint one or more service providers, separately or jointly (whether or not they submitted a joint proposal);

14.5 Award this RFQ as a whole or in part; and

14.6 Cancel or withdraw this RFQ as a whole or in part.

15 DISCLAIMER

This RFQ is a request for quotations only and not an offer document. Answers to this RFQ must not be construed as acceptance of an offer or imply the existence of a contract between the parties. By submission of its quotation, tenderers shall be deemed to have satisfied themselves with and to have accepted all Terms & Conditions of this RFQ. The CSIR makes no representation, warranty, assurance, guarantee or endorsements to tenderer concerning the RFQ, whether with regard to its accuracy, completeness or otherwise and the CSIR shall have no liability towards the tenderer or any other party in connection therewith.

16 OTHER TERMS AND CONDITIONS

16.1 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.

16.2 A validity period of 90 calendar days will apply to all quotations except where indicated differently on the quote.

17 No goods and/or services should be delivered to the CSIR without an official CSIR Purchase order or signed supplier agreement. The CSIR purchase order number must be quoted on the invoice. Invoices without CSIR purchase order numbers will be returned to supplier.

18 Note: This is not a Purchase Order.

20 ANNEXURE A – REFERENCE LIST

The bidder must list relevant assignments completed between 2015 to 2021. Duplications of this schedule may be completed and attached to this document.

Company Name	Contact Person	Telephone Number & E-mail Address	Scope of Work	Value of Work (Inclusive of Vat)	Completion Date

Signed Position

DECLARATION BY TENDERER

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

RFQ No: 9360/11/02/2022

I hereby undertake to render services described in the attached tendering documents to CSIR in accordance with the requirements and task directives / proposal specifications stipulated in **RFQ No 9360/11/02/2022** 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 proposal.

I confirm that I am satisfied with regards to the correctness and validity of my proposal; that the price(s) and rate(s) quoted cover all the services specified in the proposal 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 proposal as the principal liable for the due fulfilment of this proposal.

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

WITNESSES

1

2

DATE: