



**Request for Quotation (RFQ) for the Supply of Design Software and Training
for Firm Supported by the CSIR**

RFQ No- 5973/30/11/2022

Date of issue	16 November 2022
Closing Date and Time	30 November 2022 @ 16:30
RFQ Number	5973/30/11/2022
Contact details	Submission of enquiries: All enquiries and quotation submissions must be submitted to tender@csir.co.za (Please use the RFQ number as the subject reference)
CSIR business hours	08h00 – 16h30

1 INVITATION FOR QUOTATION

Quotations are hereby invited for the provision of design software and training to South African firm supported by the CSIR.

2 QUOTATION REQUIREMENTS

The design software is required for manufacturing related projects and must support the development of the company in optimising the manufacturing processes and design processes employed within the firm. In some instances, there is a need for the design software to link to automated machining software that will allow for improved efficiency in the machining process and allow for designs to be easily converted to machining codes.

The following products are required:

- orCAD PCB Layout Designer Professional Software (3 users)
- AutoCad including specialized toolsets AD Commercial (Single user)
- Inventor Professional 2023 Commercial ELD (Single user)

- PDM Collection IC Commercial ELD (Single user)
- CoreliDraw Graphics Suite Enterprises package (1year licence)

Training and aftersales support is required for above mentioned products.

3 EVALUATION CRITERIA

- 3.1 Selection of suppliers will be based on the **80/20** preference point system.
- 3.2 Provide a valid copy of a B BBEE Certificate or valid affidavit. No B BBEE status will equal to zero points. B BBEE certificate must be issued by SANAS accredited agency or a valid sworn affidavit in line with DTIC regulations. (RSA suppliers only).

B BBEE Verification Agency issued Certificate can be verified on SANAS website on Verification Agency (B BBEE) under Accredited Facilities (Quick Access Links):
<https://www.sanas.co.za/Pages/index.aspx> to check validity of the B BBEE Certificate.

- 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.
- 3.4 No order will be issued, or no contract will be signed without a valid CSD number.

4 Elimination criteria

- 4.1 Late submission of quotes
- 4.2 Failure to adhere to quotation specifications
- 4.3 Submission at the wrong location or incorrect email address – submissions must be made electronically to tender@csir.co.za
- 4.6 If the bidder is listed on the NT database of restricted suppliers.
- 4.7 If the bidder is registered on the NT Register of Tender Defaulters.
- 4.8 If the bidder did not submit a fully completed and signed **SBD 1 and SBD 4 Forms**

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

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 Note: This is not a Purchase Order.

DECLARATION BY TENDERER

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

RFQ No: 5973/30/11/2022

I hereby undertake to render services described in the attached tendering documents to CSIR in accordance with the requirements and task directives / quotation specifications stipulated in **RFQ No. 5973/30/11/2022** 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 quotation as the principal liable for the due fulfilment of this quotation.

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

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 quotation.

NAME (PRINT)
CAPACITY
SIGNATURE
NAME OF FIRM
DATE

WITNESSES	
1
2
DATE:	