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**Request for Quotation (RFQ) for Taking Oil Samples and Perform Lab Testing on the CSIR Transformers.**

**RFQ No.5398/23/10/2018**

Date of issue	Tuesday, 09 October 2018
Closing Date	Tuesday, 23 October 2018
Contact details and submission of tender	Send any enquiries to <a href="mailto:tender@csir.co.za">tender@csir.co.za</a>
CSIR Business Hours	08:00 – 16:30

## 1 INVITATION FOR QUOTATION

Quotations are hereby invited for the supply of tins, taking oil samples and perform lab testing as per the scope in the bill of quantities and provide all lab test results to CSIR Pretoria Scientia Campus in a soft and hard copy format.

## 2 SCOPE OF WORKS

The scope of work is as follows:

	Description	Unit	QTY	Rate	Amount
1.	DGA	ea	70		
2.	Furanic	ea	70		
3.	Acidity	ea	70		
4.	Moisture	ea	70		
5.	Dielectric strength	ea	70		
6.	PCB	ea	70		
	<b>Total excl. VAT</b>				
	<b>VAT 15%</b>				
	<b>Total Incl. VAT</b>				

### **3 ELIMINATION CRITERIA**

Failure to submit proof of registration with SANAS (Lab to be used should be SANAS registered)

### **4 EVALUATION CRITERIA**

- 4.1 Selection of suppliers will be based on the 80/20 preference point system.
- 4.2 Provide a certified copy of a B-BBEE Certificate, or letter of exemption indicating the B-BBEE Status level. No B-BBEE status will equal zero points
- 4.3 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.
- 4.4 No order will be issued or no contract will be signed without a valid CSD number.
- 4.5 Selected supplier will be required to bring the samples before the evaluation.

### **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. The VAT must be clearly indicated for bidders that are not VAT exempted.
- 5.2 Pricing should be as per the provided BOQ.
- 5.3 Price should include additional cost elements such as freight, insurance until acceptance, duty where applicable, etc.
- 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 prices quoted shall be valid for a period of 3 months with no escalation.

**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 THE CSIR RESERVES THE RIGHT TO**

**8.1** Extend the closing date of this RFQ.

**8.2** Appoint one or more suppliers.

**8.3** Award this RFQ as a whole or in part.

**8.4** Cancel or withdraw this RFQ as a whole or in part.

**Annexure A – SBD 1 (Form to be completed and submitted with the quotation)**

