



**Request for Quotation (RFQ) for the supply and delivery of Men's and ladies
combat boots to the CSIR Pretoria Scientia Campus.**

RFQ No 9392/20/10/2022

Date of issue:	06 October 2022
Closing Date and Time:	20 October 2022 at 16h30
Tender submission:	For submission of quotations or enquiries: tender@csir.co.za (Please use RFQ Number at subject reference)

1 INVITATION FOR QUOTATION

Quotations are hereby invited for the supply of and delivery of Men's and Ladies Military Light Boots with SA Army logo to the CSIR Pretoria Scientia Campus.

2 QUOTATION REQUIREMENTS

The supplier must quote as per the below Bill of Quantities (BOQ):

Item	Description	Local Content %	Unit	Qty.	Colour
1	MILITARY LIGHT BOOT MEN WITH NITRITE POLYVINYL CHLORIDE SOLE	100 %	Each	1012	Black
2	MILITARY LIGHT BOOT LADIES WITH NITRITE POLYVINYL CHLORIDE SOLE	100 %	Each	435	Black
	Delivery				
	Sub-Total				
	Vat (15%)				
	Total				

3 Additional requirements

- The pricing must be firm and inclusive of all costs required to render the required services to the CSIR
- 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
- Delivery must be made at CSIR Pretoria Scientia Campus Building 45
- Provide valid original or 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 sworn affidavits or CIPC issued B-BBEE certificate.

B-BBEE Verification Agency issued the B-BBEE 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

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 (Please submit electronically to tender@csir.co.za).
- 4.4 If supplier does not quote on all items in the BOQ.
- 4.5 If supplier does not submit quotation on their official company letterhead.
- 4.6 Bidders that are listed on the NT database of restricted suppliers will not be considered.
- 4.7 Bidders that are registered on the NT Register of Tender Defaulters will not be considered.
- 4.8 Bidders that do not submit a fully completed and signed SBD 1 and SBD 4 Form will not be considered.
- 4.9 Bidders that do not submit a fully completed and signed declaration by tender, attached on the RFQ document.
- 4.10 If supplier does not Submit or meet the Local Content requirements.

5 EVALUATION CRITERIA

- 5.1 Selection of suppliers will be based on the 80/20 preference point system.
- 5.2 Provide valid original or 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 sworn affidavits or CIPC issued B-BBEE certificate
- 5.3 Indicate CSD number (National Treasury Central Supplier Database) on quotation. If not registered yet on CSD, use www.csd.gov.za to register.
- 5.4 No order will be issued, or no contract will be signed without a valid CSD number.

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 LOCAL CONTENT

- 7.1 Only locally manufactured textiles, clothing, leather and footwear from local raw material or input will be considered.
- 7.2 If the raw material or input to be used for a specific item is not available locally, bidders should obtain written authorisation from the Department of Trade Industry and Competition (dtic) should there be a need to import such raw material or input and;
- 7.3 A copy of the authorisation letter must be submitted together with the bid document at the closing date and time of the RFQ. For further information, bidders may contact the Clothing, Textile, Footwear and Leather Unit within the dtic at telephone 012 394 3717/1390.
- 7.4 The guidelines and declarations that should be used by tenderers when preparing a tender are available on the dtic website. Guidance on the calculation of local content

and manufacturing can be accessed on the dtic's official website – http://www.thedti.gov.za/industrial_development/ip.jsp

- 10.4.1 Tenderers must complete Declarations D and E, and consolidate the information on Declaration C. Annexures C, D and E must be submitted with the tender by the closing date and time as determined by the CSIR. If the tender is successful, the tenderer must continuously update Declarations C, D and E with actual values for the duration of the contract.
- 7.5 The Declaration Certificate for Local Production and Content (SBD 6.2) in addition to the above declarations must also be completed, duly signed and submitted by the bidder at the closing date and time of the tender; and
- 7.6 The rates of exchange quoted by the bidder in paragraph 8.8 below of the declaration certificate will be verified for accuracy.
- 7.7 The exchange rate to be used for the calculation of local production and content must be the exchange rate published by the South African Reserve Bank (SARB) AT 12:00 on the date of advertisement of bid.
- 7.8 Only the South African Bureau of Standards (SABS) approved technical specification number SATS 1286:2011 must be used to calculate local content.
- 7.9 Bidders must clearly indicate in their bids, the quantities of products to be supplied, and the level of local content for each product.
- 7.10 Applicable local production and content minimum thresholds for this tender are as per the table below:

Sector	Local Content	Minimum Local Content Threshold
Textiles, Clothing, Leather, and Footwear	Applicable	100%

8 OTHER TERMS AND CONDITIONS

- 8.1 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.

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

9 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.

10 Note: This is not a Purchase Order.

SBD 1

SBD 4

SBD 6.2

Annexure C – Local content forms C,D,E

DECLARATION BY TENDERER

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

RFQ No: 9392/20/10/2022

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 9392/20/10/2022 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:	