

Request for Quotation (RFQ) for supply and delivery of electronic analytical balance (5 digits microbalance), readability 0.01 mg to the CSIR

RFQ No 5965/21/11/2022

Date of issue	Friday, 04 November 2022
Closing Date and Time	Monday, 21 November 2022
RFQ Number	5965/21/11/2022 @ 16:30
Contact details	For submission of quotations or any other enquiries: tender@csir.co.za Mail size is limited to 25MB, if the document exceeds this limit please send multiple mails. Cloud submissions will not be accepted

1 INVITATION FOR QUOTATION

Quotations are hereby invited for suitable supplier for the supply, Delivery and install Electronic analytical balance (5 digits microbalance), readability 0.01 mg to the CSIR

2 QUOTATION REQUIREMENTS

Capacity: 52g /120g

Readability: 0.01mg

Stabilization Time: 0.1 mg: ≤3 second, 0.01 mg: ≤8 second

Working Environment: 10°C – 30°C, 85% RH, non-condensing

Power Supply: AC Adapter Input: 100 – 240 VAC 0.6 A 50/60 Hz, AC Adapter Output: 12 VDC 1.5 A

N:B The required machine must come with 12 months warranty

3 EVALUATION CRITERIA

- 3.1 Selection of suppliers will be based on the 80/20 preference point system.
- 3.2 Provide valid 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 affidavit; or
 - CIPC issued B-BBEE certificate.
- 3.3 No order will be issued or no contract will be signed without a valid CSD number.

4 ELIMINATION CRITERIA

Suppliers will be eliminated under the following conditions:

- Bidders that submit late bids will not be considered.
- Bidders that submit to the incorrect location or email address will be eliminated.
- Bidders that are listed on the NT database of restricted suppliers will not be considered.

- Bidders that are registered on the NT Register of Tender Defaulters will not be considered.
- Bidders that do not submit a fully completed and signed SBD 1 and SBD 4 Form will not be considered.
- Bidders that do not meet local production and content requirements (bidder must submit a fully completed and signed SBD 6.2 and its Annexure C), will not be considered.
- Incomplete proposal submission
- Failure to indicate in writing that machine come with 12 months warranty

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 CSIR RESERVES THE RIGHT TO

- 7.1 Extend the closing date;
- 7.2 Verify any information contained in a submission;
- 7.3 Request documentary proof regarding any tendering issue;
- 7.4 Give preference to locally manufactured goods;
- 7.5 Appoint one or more service providers, separately or jointly (whether or not they submitted a joint proposal);
- 7.6 Award this RFQ as a whole or in part;
- 7.7 Cancel or withdraw this RFQ as a whole or in part.

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.

Annexure A: SBD 1 (Please complete and sign on all spaces)

Annexure B: SBD 4 (Please complete and sign on all spaces)

DECLARATION BY TENDERER

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

RFQ No: 5965/21/11/2022

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 5965/21/11/2022** 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:	