



**Request for Quotation (RFQ) for the Supply and delivery Trichloroethylene at
the CSIR Cottesloe, Johannesburg.
RFQ 5751-06-10-2021**

Date of issue:	Wednesday, 22 September 2021
Closing Date and Time:	Wednesday, 06 October 2021 @ 16h30 (Late tenders will not be considered)
Submission and Contact details:	For submission of quotations or any other enquiries: Email: tender@csir.co.za (Please use RFQ No. as subject reference)
CSIR business hours	08h00 – 16h30

1 INVITATION FOR QUOTATION

Quotations are hereby invited from suitable suppliers for the supply and delivery of 10 x 280 kg drums of superior grade (>99%) trichloroethylene for preparation of rope samples for testing – consumable for rope preparation, to the CSIR Cottesloe, Johannesburg Site

2 SCOPE OF WORK AND QUOTATION REQUIREMENTS

The scope of work is as follows:

No.	Description	Quantity	Amount Excl. VAT
1	280 kg drums of superior grade (>99%) trichloroethylene for preparation of rope samples for testing – consumable for rope preparation.	10	
2	Transport and Delivery	1	
	Sub Total Excl VAT	R	
	15% VAT	R	
	Total Incl. VAT	R	

Additional Requirements:

- The supplier must submit quotation on their official company letterhead.
- The supplier must quote on all the items/services listed in the above BOQ or scope of work.
- The pricing must be firm and inclusive of all costs required to render the required services to the CSIR.
- Please indicate lead time on the quote. (A shorter lead time will be advantageous)

3 ELIMINATION CRITERIA

Suppliers will be eliminated under the following conditions:

- Late submission of Quotes;
- If supplier does not quote on all items in the BOQ;
- If supplier does not submit quotation on their official company letterhead;
- Submission at wrong location or incorrect email address (***Please submit electronically to tender@csir.co.za***);
- Failure to provide delivery lead time (lead time must not be more than 15 working days) on each line item listed on BOQ

4 EVALUATION CRITERIA

- 4.1 Selection of suppliers will be based on the 80/20 preference point system.
- 4.2 Provide a B-BBEE Certificate SANAS accredited or dti sworn affidavit
- 4.3 No B-BBEE status will equal zero points.
- 4.4 Indicate CSD number (National Treasury Central Supplier Database) on quotation. If not registered yet on CSD, use www.csd.gov.za to register.
- 4.5 No order will be issued or no contract will be signed without a valid CSD number.

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.

The price should be firm and inclusive of costs and all services required to complete the project.

6 SUB-CONTRACTING

- 6.1 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.
- 6.2 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.
- 6.3 If the tenderer 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.
- 6.4 All BBBEE certificates of the sub-contractors must also be submitted. Non-submission will result in 0 points being awarded for BBBEE.
- 6.5 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.

7 OTHER TERMS AND CONDITIONS

- 7.1 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.

7.2 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 No goods and/or services should be delivered to the CSIR without an official CSIR Purchase order. Note: This is not a Purchase Order.

Annexure B – SBD 6.2 Form

(The Completed SBD 1 form must be submitted with the quotation)