

SANBI SUPPLY CHAIN MANAGEMENT

BID NO:SANBI:IT401/2021 THE APPOINTMENT OF A SERVICE PROVIDER TO DESIGN, IMPLEMENT AND SUPPORT AN EFFICIENT, EFFECTIVE AND SUFFICIENT ENTERPRISE DOCUMENT AND RECORDS MANAGEMENT SYSTEM FOR THE SOUTH AFRICAN NATIONAL BIODIVERSITY INSTITUTE (SANBI) FOR A PERIOD OF THREE (3) YEARS

	CHECK LIST FOR BID NO: SANBI: IT4001/2021	ATTACHED
1	SBD 1 document duly completed and signed	
2	SBD 2: A current copy of the Central Suppliers Database (CSD) registration report or registration number.	
3	SBD3.1 Pricing document duly completed and signed (only in the original document)	
4	SBD 4 document duly completed and signed	
5	SBD 6.1 document duly completed and signed. (Attach an original or certified copy of B-BBEE certificate or sworn affidavit.)	
6	SBD 9 document duly completed and signed	
7	This is a two-envelope tender process. Service Providers are to submit one (1) pack of original proposals, marked "ORIGINAL" in an envelope, with pricing included, and one (1) electronic copy on USB, marked "COPY" in a second envelope. The electronic copy on USB must exclude pricing details. Financial and pricing details must only be included in the pack marked "ORIGINAL". NB. Failure to submit: • one pack of original documents with pricing included; and • one electronic copy on USB without pricing data in the prescribed manner WILL lead to the bid being disqualified.	
8	Note that for this tender, the following pre-qualification criterion for preferential procurement will be applied: Section 4(1) (a) a Tenderer having a B-BBEE status level of contributor Level 1 plus Section 4(1) (c) (i) sub-contracting 30% to an EME or QSE which is at least 51% owned by black people.	

NB*Very important notice: failure to submit the above documents from 1-8 will lead to the disqualification of your bid/tender.

Name: _____ Signature: _____