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SBD1

PART A
INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (SOUTH AFRICAN NATIONAL BIODIVERSITY INSTITUTE)					
BID NUMBER:	**Q10603-2024**	CLOSING DATE:	**10 September 2024**	CLOSING TIME:	**11:00**
DESCRIPTION	**THE SOUTH AFRICAN NATIONAL BIODIVERSITY INSTITUTE (SANBI) REQUIRES A SUITABLE SERVICE PROVIDER TO SUPPLY AND DELIVER VARIOUS CHEMICALS (HERBICIDES, PESTICIDES, FUNGICIDES) FOR A PERIOD OF THREE (3) YEARS AT THE KAROO DESERT NATIONAL BOTANICAL GARDEN.**				

NON-COMPULSORY SITE BRIEFING:

This is a non-compulsory briefing meeting

Submission of proposals: proposals must be emailed to S.SCM-Quotations@sanbi.org.za with a copy to Ms. Zozi at **S.Zozi@sanbi.org.za.**

Please state the Bid number as the reference number on the subject line when responding to the RFQ.

BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO		**TECHNICAL ENQUIRIES MAY BE DIRECTED TO:**	
CONTACT PERSON	Siphokazi Zozi	CONTACT PERSON	Ms. Carin Jacobs
TELEPHONE NUMBER	012 843 5292	TELEPHONE NUMBER	023 347 0785
FACSIMILE NUMBER	N/A	FACSIMILE NUMBER	N/A
E-MAIL ADDRESS	S.Zozi@sanbi.org.za	E-MAIL ADDRESS	C.Jacobs@sanbi.org.za

SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		**OR**	CENTRAL SUPPLIER DATABASE No:	MAAA

B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX]	B-BBEE STATUS LEVEL SWORN AFFIDAVIT	[TICK APPLICABLE BOX]
	☐ Yes ☐ No		☐ Yes ☐ No

[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]

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ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	☐Yes ☐No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR **THE GOODS /SERVICES /WORKS OFFERED**?	☐Yes ☐No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]

QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	☐ YES ☐ NO
DOES THE ENTITY HAVE A BRANCH IN THE RSA?	☐ YES ☐ NO
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	☐ YES ☐ NO
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	☐ YES ☐ NO
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	☐ YES ☐ NO

IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.

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PART B
TERMS AND CONDITIONS FOR BIDDING

1.	**BID SUBMISSION:**
1.1.	BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2.	**ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED–(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.**
1.3.	THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
1.4.	**THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).**
2.	**TAX COMPLIANCE REQUIREMENTS**
2.1	BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2	BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3	APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
2.4	BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.5	IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.6	WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
2.7	NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SIGNATURE OF BIDDER: ……

CAPACITY UNDER WHICH THIS BID IS SIGNED: ……
(Proof of authority must be submitted e.g. company resolution)

DATE: ……

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SBD 4

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest1 in the enterprise, employed by the state? **YES/NO**

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	**Identity Number**	**Name of State institution**

[1] the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

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2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

……
……

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract?

YES/NO

2.3.1 If so, furnish particulars:

……
……

3 DECLARATION

I, the undersigned, (name)…… in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

3.1 I have read and I understand the contents of this disclosure;

3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;

3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium2 will not be construed as collusive bidding.

3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.

[2] Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

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3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.
I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

…… ……
Signature Date

…… ……
Position Name of bidder

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SBD 6.1

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

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1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 To be completed by the organ of state

a) The applicable preference point system for this tender is the 80/20 preference point system.

b) The 80/20 preference point system will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

(a) Price; and

(b) Specific Goals.

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80

SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	**100**

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

(a) **"tender"** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;

(b) **"price"** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;

(c) **"rand value"** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

(d) **"tender for income-generating contracts"** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and

(e) **"the Act"** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

80/20 **or** **90/10**

$$Ps = 80\left(1 - \frac{Pt - P\,min}{P\,min}\right) \text{ or } \qquad Ps = 90\left(1 - \frac{Pt - P\,min}{P\,min}\right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

A maximum of 80 or 90 points is allocated for price on the following basis:

80/20 **or** **90/10**

$$Ps = 80\left(1 + \frac{Pt - P\,max}{P\,max}\right) \text{ or } \qquad Ps = 90\left(1 + \frac{Pt - P\,max}{Pmax}\right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—

(a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable

tender will be used to determine the applicable preference point system; or

(b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.

***Note to tenderers: The tenderer must indicate how they claim points for each preference point system.*)**

The specific goals allocated points in terms of this tender	**Number of points allocated (80/20 system) (To be completed by the organ of state)**	**Number of points claimed (80/20 system) (To be completed by the tenderer)**
1. Categories of persons historically disadvantaged by unfair discrimination on the basis of race. 100% black ownership **(Points will be allocated based on the percentage of ownership per goal. Information will be verified on CSD. CSD must be attached as proof)**	10	
2. Categories of persons historically disadvantaged by unfair discrimination on the basis of gender. 100 % female ownership **(Points will be allocated based on the percentage of ownership per goal. Information will be verified on CSD. CSD must be attached as proof)**	5	

2. Categories of persons historically disadvantaged by unfair discrimination on the basis of disability. (**Points will be allocated based on the percentage of ownership per goal. Information will be verified on CSD. CSD must be attached as proof)**	5	

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm…….

4.4. Company registration number: ……...

4.5. TYPE OF COMPANY/ FIRM

- □ Partnership/Joint Venture / Consortium
- □ One-person business/sole propriety
- □ Close corporation
- □ Public Company
- □ Personal Liability Company
- □ (Pty) Limited
- □ Non-Profit Company
- □ State Owned Company

[TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

i) The information furnished is true and correct;

ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;

iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;

iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in

addition to any other remedy it may have –

(a) disqualify the person from the tendering process;

(b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;

(c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;

(d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and

(e) forward the matter for criminal prosecution, if deemed neces

.....
SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME: .....
DATE: .....

ADDRESS: .....

.....

.....

.....

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TERMS OF REFERENCE

QUOTATION NO: Q10603-2024

THE SOUTH AFRICAN NATIONAL BIODIVERSITY INSTITUTE (SANBI) REQUIRES A SUITABLE SERVICE PROVIDER TO SUPPLY AND DELIVER VARIOUS CHEMICALS (HERBICIDES, PESTICIDES, FUNGICIDES) FOR A PERIOD OF THREE (3) YEARS AT THE KAROO DESERT NATIONAL BOTANICAL GARDEN

Physical address

108 Roux Road
Panorama
Worcester
6850

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1. Background

The Karoo Desert National Botanical Garden (KDNBG) is a campus of SANBI located in Worcester, Western Cape in the Breede Valley local municipality. The KDNBG covers an area of 154 ha comprising of 11 ha under cultivation and 143 ha protected natural area. The KDNBG houses various indigenous plant species and receives on average 13 000 visitors per year. The KDNBG is open to visitors daily, with official hours from 07:00 to 18:00 and offers guided tours and facilities may be booked for private functions.

The South African National Biodiversity Institute (SANBI) requires the services of a suitable service provider to supply and deliver chemicals (herbicides, pesticides, fungicides) for a period of three (3) years at the Karoo Desert National Botanical Garden.

2. Invitation To Quote

Quotations are hereby invited for the appointment of a suitably experienced service provider for the supply and delivery of chemicals (herbicides, pesticides, fungicides) at the Karoo Desert National Botanical Garden for a period of three (3) years.

Karoo Desert National Botanical Garden is located at:
108 Roux Road
Panorama
Worcester
Western Cape
6850

The quotation process will be coordinated by SANBI's Supply Chain Management (SCM) Directorate at the following address:

The Deputy Director: Supply Chain Management
The South African National Biodiversity Institute (SANBI)
Private Bag X101,
Silverton
Gauteng
0184

Email address: S.SCM-Quotations@sanbi.org.za with a copy to Ms. Zozi at S.Zozi@sanbi.org.za.

3. Specifications

The South African National Biodiversity Institute (SANBI) requires the services of a suitable service provider to supply and deliver chemicals (herbicides, pesticides, fungicides) at the Karoo Desert National Botanical Garden.

- Bungy 1L
- Makhro Cyper 1L

- Oleum 500ml
- Bio Neem 20L
- Starbug 1L
- Weticit Duo 1L
- SK Eco oil 1L
- Kamikaze 1L
- Alphatrin 1L
- Impact CS 1L
- Silicote Surfactant Wetting Agent 5L
- Efekto Malasol 500ml
- Malathion 50%-EC 100ml
- Confidor 350SC 500ml
- Contendor insecticide 1L
- Eucalyptus oil 100ml
- Knox worm 50ml
- Cypermethrin 50ml
- Neem Oil Plant Spray 1L
- Kohinor 350 SC 1L
- Terminator 5L
- Garlon 1L
- Hormoban 1L
- Super Lawn Weeder 20L
- Bounty herbicide 20L
- Spore Attack 10L
- Vine dusting sulphur 1kg
- Funginex 500ml
- Tenazole systemic fungicide 250 EW10 100ml
- Virikop 200g

4. Terms and Conditions

- Seven (7) days maximum delivery from issuing of Purchase Order
- The products must be properly packaged in order to ensure that they are protected from any form of damage
- Products delivered should not exceed three months after manufacture date.
- All deliveries or dispatches must be accompanied by a delivery note and or an Invoice stating the official purchase order number against which the delivery has been effected. The person receiving the delivery and the person delivering must both sign on the delivery note.
- Delivery of goods will be inspected by the SANBI KDNBG staff for correctness and quality
- Any item returned or that requires replacement must be replaced by the following day at the expense of the suppliers, no additional charges: for delivery or replaced items will be paid for by SANBI.
- All orders will be placed as and when required throughout the three (3) year contract period
- Estimated quantities reflected in ***Annexure A Three Year estimated quantities***, is an estimate. Purchase order will be as the approved Quote, however delivery will be requested

on the basis of "as and when required" and no guarantee is given or implied as to the actual PO Amount will be completed during the three year contract period.

5. Bidding Requirements

5.1. Mandatory requirements

Quotations must include the following documentation (**Failure to submit this required documentation WILL lead to disqualification**):

a) A **copy of the company Central Supplier Database (CSD) registration report.**
b) **Fee/cost structure as for Annexure A** including breakdowns
c) Written quotation (fee/cost structure) on **Company Letterhead**
d) Valid letter of good standing from the office of the Compensation Commissioner as required by the Compensation for Occupational Injuries and Diseases Act (COIDA). The letter should be issued by the Department of Labour.
e) A certified copy of **Liability Insurance Cover** for the company and the amount available per claim. This must be valid during the duration of the contract.
f) Duly completed and signed SBD forms.

6. Confidentiality

Any or all information made available to the service provider by SANBI shall be regarded as confidential and shall not be made available to third parties without the prior written consent of SANBI.

7. Preparation of Proposal

SANBI shall not be held liable for any cost that has been incurred by the service provider in the preparation of the proposal, the obtaining of certificates or any other cost that might be incurred in submitting the proposal.

8. Quotation documentation availability

The quotation documents are available from the SANBI website – www.sanbi.org

9. Contract period

A three (3) year contract will be entered into with the service provider.

10. Pricing

Based on the items outlined in Annexure A, give a **specific pricing breakdown** for the three (3) year contract and include the pricing for all the items charged for in the breakdown.

11. Compliance reports and meetings

The service provider and SANBI will enter into a Service Level Agreement (SLA) for monitoring and compliance purposes which will be signed by both parties during contracting. The SLA will be monitored through compliance meetings which will be held monthly until the completion of the contract. The service provider will also meet the designated SANBI representative as and when deemed necessary by either party.

12. BID Evaluation

a) Price must be fully inclusive of all costs;
Inclusive of VAT, transport, labour and other costs.
b) SANBI reserve the right to change the quantities during the duration of the three year period depending on demand in the garden.

1.
Organisational Procurement goals and Pricing

In accordance with stipulated guidelines provided by National Treasury and that SANBI as an organ of the state is required to comply with section 10 (b) of the B-BBEE Act and to implement organisational "Specific Goals" pertaining to preferential procurement policy.
The revised 80 / 20 point system is to be applied with this procurement evaluation, where price contributes 80 points and the maximum of 20 points will be awarded based on stipulated SANBI's Specific Goals as defined below:

SANBI's Specific Goals for a maximum of 20 points		
No	**Specific Goals**	**Weight**
a	Categories of persons historically disadvantaged by unfair discrimination on the basis of race	10
b	Categories of persons historically disadvantaged by unfair discrimination on the basis of gender.	5
c	Categories of persons historically disadvantaged by unfair discrimination on the basis of disability.	5
	TOTAL	**20**

Note: if supporting documents are not provided for evaluation the allocated score would be "zero", or where the provided documents are ambiguous and/or unclear to evaluate requiring that assumptions are to be made, to clarify the provided documentation the allocated score would be "zero".

With a "Zero" rating it does not disqualify the bidder from the bidding process. The bid will be awarded to the highest combined score (80 plus 20) out of 100 points.

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13 General Information

All documents submitted in the response to this Request for Quotation (RFQ) must be written in English.

Service providers shall not assume that information and/or documents supplied to the KDNBG at any time prior to this RFQ are still available or that they will be considered and shall not make any reference to such information and/or documentation in their response to the RFQ.

Each quotation shall be valid for a period of three months calculated from the closing date of this RFQ. Any enquiries in connection with this RFQ shall be submitted in writing to the following e-mail address: S.SCM-Quotations@sanbi.org.za, referring to your request as: **RFQ number: SANBI: Q10603-2024 The Supply and Delivery of Chemicals (herbicides, pesticides, fungicides) to the Karoo Desert National Botanical Garden** as the subject.

For any technical information the following person may be contacted:

Mr T Makola, Acting Curator: Karoo Desert National Botanical Garden, Worcester at the following e-mail address: T.Makola@sanbi.org.za

NB: The deadline for submission of enquiries is 09 September 2024 at 11:00 No feedback will be provided after the deadline.

The appointment of a successful service provider shall be subject to all parties agreeing to mutually acceptable contractual Terms and Conditions. In the event of all parties failing to reach an agreement within 30 days from the appointment date, SANBI reserves the right and shall be entitled to appoint the second contractor or to re-advertise should the second tender not be acceptable.

SANBI has the right:

- To verify any information supplied in the tender documents.
- Not to appoint any service provider.
- To cancel or withdraw this RFQ at any time without attracting any penalties or liabilities.
- To appoint one or more service providers, depending on the outcome, to separately or jointly be responsible for the supply and delivery of irrigation consumables to the campus.
- To have the final say in the appointment and that this will be binding.
- To disqualify a quotation or cancel any subsequent contracts should it be found that information disclosed was factually inaccurate and/or that a misrepresentation of facts may have occurred.
- To disqualify potential Service Providers who may attempt to bribe or influence any person employed by SANBI during the course of this quotation process

C) Submission of quotation

Quotations must be emailed to SANBI SCM at S.SCM-Quotations@sanbi.org.za with a copy to Ms. Zozi at **S.Zozi@sanbi.org.za.**

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NB: All documents must be clearly labelled.

Emailed applications must not be more than 10MB in size.

Closing date for submissions is: 10 September 2024 at 11:00.

Note: Late submissions will be disqualified.

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ANNEXURE A. PRICING SCHEDULE

Service providers are required to provide quotations as per below:

This should be indicated for a three year period – year one to year three

Year 1

Description	Quantity	Unit Price (Excl VAT)	Total (Excl VAT)
Bungy 1L	20		
Makhro Cyper 1L	15		
Oleum 500ml	20		
Bio Neem 20L	5		
Starbug 1L	10		
Weticit Duo 1L	20		
SK Eco oil 1L	15		
Kamikaze 1L	10		
Alphatrin 1L	20		
Impact CS 1L	10		
Silicote Surfactant Wetting Agent 5L	5		
Efekto Malasol 500ml	15		
Malathion 50%-EC 100ml	15		
Confidor 350SC 500ml	10		
Contendor insecticide 1L	10		
Eucalyptus oil 100ml	20		
Knox worm 50ml	10		
Cypermethrin 50ml	10		
Neem Oil Plant Spray 1L	5		
Kohinor 350 SC 1L	5		
Terminator 5L	5		
Garlon 1L	10		
Hormoban 1L	10		
Super Lawn Weeder 20L	4		

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Bounty herbicide 20L	2		
Spore Attack 10L	2		
Vine dusting sulphur 1kg	5		
Funginex 500ml	10		
Tenazole systemic fungicide 250 EW10 100ml	10		
Virikop 200g	10		
SUB TOTAL			
15% VAT			
TOTAL (Year 1)			

Year 2

Description	Quantity	Unit Price (Excl VAT)	Total (Excl VAT)
Bungy 1L	20		
Makhro Cyper 1L	15		
Oleum 500ml	20		
Bio Neem 20L	5		
Starbug 1L	10		
Weticit Duo 1L	20		
SK Eco oil 1L	15		
Kamikaze 1L	10		
Alphatrin 1L	20		
Impact CS 1L	10		
Silicote Surfactant Wetting Agent 5L	5		
Efekto Malasol 500ml	15		
Malathion 50%-EC 100ml	15		
Confidor 350SC 500ml	10		
Contendor insecticide 1L	10		
Eucalyptus oil 100ml	20		
Knox worm 50ml	10		

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Cypermethrin 50ml	10		
Neem Oil Plant Spray 1L	5		
Kohinor 350 SC 1L	5		
Terminator 5L	5		
Garlon 1L	10		
Hormoban 1L	10		
Super Lawn Weeder 20L	4		
Bounty herbicide 20L	2		
Spore Attack 10L	2		
Vine dusting sulphur 1kg	5		
Funginex 500ml	10		
Tenazole systemic fungicide 250 EW10 100ml	10		
Virikop 200g	10		
SUB TOTAL			
15% VAT			
TOTAL (Year 2)			

Year 3

Description	Quantity	Unit Price (Excl VAT)	Total (Excl VAT)
Bungy 1L	20		
Makhro Cyper 1L	15		
Oleum 500ml	20		
Bio Neem 20L	5		
Starbug 1L	10		
Weticit Duo 1L	20		
SK Eco oil 1L	15		
Kamikaze 1L	10		
Alphatrin 1L	20		
Impact CS 1L	10		

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Silicote Surfactant Wetting Agent 5L	5		
Efekto Malasol 500ml	15		
Malathion 50%-EC 100ml	15		
Confidor 350SC 500ml	10		
Contendor insecticide 1L	10		
Eucalyptus oil 100ml	20		
Knox worm 50ml	10		
Cypermethrin 50ml	10		
Neem Oil Plant Spray 1L	5		
Kohinor 350 SC 1L	5		
Terminator 5L	5		
Garlon 1L	10		
Hormoban 1L	10		
Super Lawn Weeder 20L	4		
Bounty herbicide 20L	2		
Spore Attack 10L	2		
Vine dusting sulphur 1kg	5		
Funginex 500ml	10		
Tenazole systemic fungicide 250 EW10 100ml	10		
Virikop 200g	10		
SUB TOTAL			
15% VAT			
TOTAL (Year 3)			

Grand Total

Year 1	Year 2	Year 3	TOTAL
R	R	R	**R**

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