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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)					
RFQ NUMBER:	**Q10980/2024**	CLOSING DATE:	**09 October 2024**	CLOSING TIME:	**11H00 AM**
SOUTH AFRICAN NATIONAL BIODIVERSITY INSTITUTE (SANBI) REQUIRES A SERVICE PROVIDER TO SUPPLY WORKSHOP CONSUMABLES FOR A PERIOD OF FIVE YEARS AT THE LOWVELD NATIONAL BOTANICAL GARDEN IN MBOMBELA, MPUMALANGA.					
BID RESPONSE DOCUMENTS MAY BE E-MAILED TO BELOW ADDRESSES:					
Submission of proposals: Proposals must be emailed to Ms. **Anathi Mbadla @** a.mbadla@sanbi.org.za and copy **S.SCM-Quotations@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	**Anathi Mbadla**	CONTACT PERSON	**Irene Mathebula**
TELEPHONE NUMBER	**012 843 5085**	TELEPHONE NUMBER	**013 752 8880**
FACSIMILE NUMBER		FACSIMILE NUMBER	
E-MAIL ADDRESS	**A.Mbadla@sanbi.org.za**	E-MAIL ADDRESS	I.Mathebula@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] ☐ Yes ☐ No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT		[TICK APPLICABLE BOX] ☐ 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]

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

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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.

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**

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:

……

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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……

2.3 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.

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

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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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

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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**

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

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

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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**

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

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)	Number of points claimed (80/20 system) (To be completed by the tenderer)

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	(To be completed by the organ of state)	
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)**	10	
Total	20	

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

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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 necessary

.....

SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME: .....

DATE: .....

ADDRESS: .....

.....

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TERMS OF REFERENCE

SOUTH AFRICAN NATIONAL BIODIVERSITY INSTITUTE (SANBI) REQUIRES A SERVICE PROVIDER TO SUPPLY WORKSHOP CONSUMABLES FOR A PERIOD OF FIVE YEARS AT THE LOWVELD NATIONAL BOTANICAL GARDEN IN MBOMBELA, MPUMALANGA.

1. Background

SANBI seeks to appoint a service provider to supply workshop consumables at the Lowveld National Botanical Garden (Lowveld NBG) campus for a period of five (5) years. The service providers will be appointed under this contract on a quotation basis when the supply of Workshop consumables is required.

The purpose of this Request for Quotation (RFQ) is to invite prospective Service Providers to submit quotations for supplying the Lowveld National Botanical Garden with workshop consumables for the period of five (5) years. Potential Service Providers with a minimum of 3 years' experience in supplying quality workshop consumables or equivalent are invited to submit quotations. The service provider is expected to indicate the cost of workshop consumables prescribed below, supported by evidence of three traceable references with similar service rendered.

2. Invitation to Quote

Quotations are invited from service providers to supply workshop consumables to the Lowveld LNBG campus for a period of five (5) years.

The procurement process will be co-ordinated by SANBI's Supply Chain Management (SCM) section at the following address:

SCM Manager
South African National Biodiversity Institute (SANBI)
Private Bag X101
Silverton
0184

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3. Scope of Work

Supply of workshop consumables (e.g. chain lube, brush cutter trimmer nylon, chainsaw service parts, lawn mower service parts and engine oil, spark plugs, etc.)

Requirements:

- The service provider must have at least Three (3) years of experience in supplying workshop consumables.
- The service provider must have a proven track record of delivering high-quality workshop materials.
- The service provider must have a reliable and efficient logistics system.
- The service provider must be able to provide workshop consumables at competitive prices.

4. Contract Period:

The contract will be for a period of five (5) years.

5. Delivery:

Workshop consumables must be delivered to Lowveld NBG premises within 72 hours of receipt of purchase order.

6. Payment:

Payment will be made within 60 days of receipt of invoice.

7. Warranty:

The service provider must guarantee the quality of workshop materials for a period of six months from delivery.

8. REQUIREMENTS FOR PROPOSALS

8.1 Mandatory documents required.

The following documents **must** be submitted with the proposal and failure to submit these documents **will** result in disqualification:

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- SBD forms (1,4 and 6.1). The standard Bidding forms must be completed, signed, and submitted with this proposal.

- Formal official quotation with company letter head. Pricing details (see table 9 & 9.1 below)

Other documents required (none disqualifying factor)

- Proof of CSD registration

8.2. Other Requirements

SANBI may disregard any submission if that Bidder, or any of its directors – have abused the Supply Chain Management (SCM) system of any Government Department/ institution; have committed proven fraud, corruption or any other improper conduct in relation to such system; have failed to perform on any previous contract and the proof thereof exists; and/or is restricted from doing business with the public sector if such a bidder obtained preferences fraudulently or if such bidder failed to perform on a contract based on the specific goals.

9. Workshop Consumables Specification

Supply and deliver the following items to Lowveld National Botanical Garden

Quotations must include cost breakdown of all the specifications and the price must be **VAT inclusive.**

The service provider must provide prices based on the following pricing Scheduling:

BIDDERS TO PRICE FOR ALL LINE ITEMS AS OUTLINED BELOW, FAILURE WILL LEAD TO DISQUALIFICATION.

NO	MATERIAL DESCREPTION	QUANTITY	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	COST INCLUDING VAT
1.	Chipping Hammer	1	R	R	R	R	R	R
2.	Welding Rods (2kg)	1	R	R	R	R	R	R
3.	Hacksaw blades 32 T per inch	1	R	R	R	R	R	R
4.	Drill bit 3.2 mm	1	R	R	R	R	R	R
5.	Drill bit 3.5 mm	1	R	R	R	R	R	R
6.	Drill bit 4 mm	1	R	R	R	R	R	R
7.	Drill bit 5 mm	1	R	R	R	R	R	R
8.	Concrete Drill bit 3.2 mm	1	R	R	R	R	R	R
9.	Concrete Drill bit 3.5 mm	1	R	R	R	R	R	R

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10.	Concrete Drill bit 4 mm	1	R	R	R	R	R	R
11.	Concrete Drill bit 5 mm	1	R	R	R	R	R	R
12.	Concrete Drill bit 6 mm	1	R	R	R	R	R	R
13.	Concrete Drill bit 7 mm	1	R	R	R	R	R	R
14.	Concrete Drill bit 8 mm	1	R	R	R	R	R	R
15.	Concrete Drill bit 9 mm	1	R	R	R	R	R	R
16.	Concrete Drill bit 10 mm	1	R	R	R	R	R	R
17.	Concrete Drill bit 11 mm	1	R	R	R	R	R	R
18.	Concrete Drill bit 12 mm	1	R	R	R	R	R	R
19.	Key type drill chuck 13 mm Tork craft	1	R	R	R	R	R	R
20.	Cutting disc steel 230 X 3 X 22.23 mm	1	R	R	R	R	R	R
21.	Cement or concrete cutting disc steel 230 X22.2 mm	1	R	R	R	R	R	R
24.	Galvanize wire roll 0.8 mm to 5 mm 5kg in each	1	R	R	R	R	R	R
27.	2 mm wire roll 5kg galvanise	1	R	R	R	R	R	R
28.	3 mm wire roll 5kg galvanise	1	R	R	R	R	R	R
29.	4 mm wire roll 5kg galvanise	1	R	R	R	R	R	R
30.	3.5 mm wire roll 5kg galvanise	1	R	R	R	R	R	R
31.	Cable ties 200 mm	1	R	R	R	R	R	R
32.	Cable ties 100 mm	1	R	R	R	R	R	R
33.	Cable ties 150 mm	1	R	R	R	R	R	R
34.	Welding Rods afrox vitemax 2 mm 5kg	1	R	R	R	R	R	R
35.	Welding Rods afrox vitemax 2.5 mm 5kg	1	R	R	R	R	R	R
36.	Welding Rods afrox vitemax 3 mm	1	R	R	R	R	R	R
37.	Welding Rods afrox vitemax 4 mm	1	R	R	R	R	R	R
38.	Sandpaper P40	1	R	R	R	R	R	R
39.	Sandpaper P60	1	R	R	R	R	R	R
40.	Sandpaper P80	1	R	R	R	R	R	R
41.	Sandpaper P100	1	R	R	R	R	R	R

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42.	Paint brushes all sizes	1	R	R	R	R	R	R
43.	Jigsaw blade RJ-T30 ICD	1	R	R	R	R	R	R
44.	16 mm X 400 mm long drill shank hex for wood	1	R	R	R	R	R	R
45.	Silicone sealant carbon clear universal 280 ml for plumbing	1	R	R	R	R	R	R
46.	Danger tapes	1	R	R	R	R	R	R
47.	Steel brushes	1	R	R	R	R	R	R
48.	WD40 lube 200ml, 400 ml	1	R	R	R	R	R	R
49.	Chain lube 5L	1	R	R	R	R	R	R
50.	Oil 15W40 5L	1	R	R	R	R	R	R
51.	Oil 20W50 5L	1	R	R	R	R	R	R
52.	Two-stroke oil 10L still brand	1	R	R	R	R	R	R
53.	Brush cutter Trimmer nylon stihl brand 3.5 mm 5kg	1	R	R	R	R	R	R
54.	3.2 mm X 10 mm pop rivet	1	R	R	R	R	R	R
55.	3.5 mm X 10 mm pop rivet	1	R	R	R	R	R	R
56.	4 mm X 10 mm pop rivet	1	R	R	R	R	R	R
57.	3.2 mm X 15 mm pop rivet	1	R	R	R	R	R	R
58.	3.5 mm X 15 mm pop rivet	1	R	R	R	R	R	R
59.	4 mm X 15 mm pop rivet	1	R	R	R	R	R	R
60.	Energy saver 11W hoek type	1	R	R	R	R	R	R
61.	Energy saver 11W Screw type	1	R	R	R	R	R	R
62.	Decker screws	1	R	R	R	R	R	R
63.	Size 17 spanner galvanise nuts	1	R	R	R	R	R	R
64.	Size 17 spanner galvanise fender washer	1	R	R	R	R	R	R
71.	Chain saw guide bar	1	R	R	R	R	R	R
72.	Pole pruner guide bar	1	R	R	R	R	R	R
73.	Sprocket chain saw	1	R	R	R	R	R	R
74.	Sprockets pole pruner	1	R	R	R	R	R	R
75.	Lawnmower blade	1	R	R	R	R	R	R
76.	Brush cutter grease tubes for stihl brand	1	R	R	R	R	R	R
77.	BR420 air filter blower	1	R	R	R	R	R	R

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78.	FS460 air filter	1	R	R	R	R	R	R
79.	Spark plugs blower	1	R	R	R	R	R	R
80.	Spark plugs brush cutter	1	R	R	R	R	R	R
81.	Pole pruner spark plug	1	R	R	R	R	R	R
82.	White tapes (plumbers tapes)	1	R	R	R	R	R	R
83.	Clamps 20 mm	1	R	R	R	R	R	R
84.	Stainless steel clamps 25 mm	1	R	R	R	R	R	R
85.	Stainless steel clamps 32 mm	1	R	R	R	R	R	R
86.	Stainless steel clamps 40 mm	1	R	R	R	R	R	R
87.	Stainless steel clamps 50 mm	1	R	R	R	R	R	R
88.	Joint nylon 20 mm	1	R	R	R	R	R	R
89.	Joint nylon 25 mm	1	R	R	R	R	R	R
90.	Joint 32 mm	1	R	R	R	R	R	R
91.	Jeyes fluid 5L	1	R	R	R	R	R	R
92.	Tapentadol	1	R	R	R	R	R	R
93.	Workshop broom	1	R	R	R	R	R	R
95.	Toilet Roller for workshop	1	R	R	R	R	R	R
96.	Washing cloth for cars	1	R	R	R	R	R	R
97.	5L sunlight liquid for washing bay	1	R	R	R	R	R	R
98	Size 13 wall plug	1	R	R	R	R	R	R
99.	Fencing U nails 15 mm	1	R	R	R	R	R	R
100.	Fencing U nails 20 mm	1	R	R	R	R	R	R
101.	Fencing U nails 25 mm	1	R	R	R	R	R	R
102.	Concrete nail 32 mm fluted	1	R	R	R	R	R	R
103.	Concrete nail masonry 32 mm	1	R	R	R	R	R	R
104.	Battery charger fuse	1	R	R	R	R	R	R
105.	O rings sealer machinery rubber Preferable brown or black	1	R	R	R	R	R	R
106.	Husqvarna cutting blade M254 model blade length 46.4 cm	1	R	R	R	R	R	R
107.	Alclolin PVC weld 200 ml	1	R	R	R	R	R	R
108.	Botany green paint 20l	1	R	R	R	R	R	R
110.	Comb scotch set 25 mm	1	R	R	R	R	R	R
111.	Lawn mower drive belt	1	R	R	R	R	R	R

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112.	Lawn mower hydraulic drive belt	1	R	R	R	R	R	R
114.	Lawn mower deck spindle assembly kits	1	R	R	R	R	R	R
115.	Lawn mower air filter	1	R	R	R	R	R	R
116.	Lawn mower patrol filter	1	R	R	R	R	R	R
117.	Lawn mower spark plug	1	R	R	R	R	R	R
118.	Engine oil 5L	1	R	R	R	R	R	R
120.	Brush cutter air filter	1	R	R	R	R	R	R
121.	Brush cutter blade	1	R	R	R	R	R	R
123.	Chainsaw cutting chain	1	R	R	R	R	R	R
125.	Lawn mower battery	1	R	R	R	R	R	R
126.	Chainsaw air filter	1	R	R	R	R	R	R
127.	Chainsaw patrol filter	1	R	R	R	R	R	R
128.	Chainsaw spark plug	1	R	R	R	R	R	R
129.	Chainsaw sharpening kit	1	R	R	R	R	R	
Total cost (EXCLUDING VAT)			R	R	R	R	R	R
Total Cost (including Vat)			R	R	R	R	R	R

9.1 Pricing Schedule Breakdown:

	Year 1	**Year 2**	**Year 3**	**Year 4**	**Year 5**
Cost of workshop consumables carried over from the pricing Schedule.					
Delivery Cost					
SUB- TOTAL					
TOTAL					
Total bidding price for the period of 5 years	**R**				

NOTE: A FORMAL OFFICIAL QUOTATION WITH COMPANY LETTER HEAD SHOULD BE SUBMITTED. FAILURE TO SUBMIT WILL LEAD TO DISQUALIFICATION.

10. EVALUATION CRITERIA

The 80/20-point system will be applied in evaluating proposals, where price constitutes 80 points and a maximum of 20 points will be awarded based on the bidder's specific goals:

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Specific Goal	Total Points
Categories of persons historically disadvantaged by unfair discrimination based on race. **The information will be verified on the CSD report. CSD report must be attached as proof.**	**(10)**
Categories of persons historically disadvantaged by unfair discrimination based on gender. **The information will be verified on the CSD report. CSD report must be attached as proof.**	**(10)**
Total	**20**

11. Submission

Closing date for submission of responses:
The closing date for submission of proposals is Wednesday, 09 October 2024 at 11:00am.

Proposals must be emailed to : Email address: a.mbadla@sanbi.org.za with S.SCM-Quotations@sanbi.org.za

For technical inquiries email: Ms Irene Mathebula at I.Mathebula@sanbi.org.za or

Mr Carona Mathipa at C.Mathipa@sanbi.org.za

NO LATE SUBMISSIONS WILL BE ACCEPTED

RFQ documents are to be submitted via email. No hand delivery will be accepted

The Service Provider should consider the following conditions:

- Submit a proposal/ quotation that address the service to be rendered as per the above specifications.
- Any effort by a Bidder to influence the bid evaluation, bid comparisons or bid award decisions in any matter, may result in rejection of the bid concerned. SANBI shall reject a submission if the Bidder has committed a proven corrupt or fraudulent act, or any other improper conduct in bidding for any other work.

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- SANBI may disregard any submission if that Bidder, or any of its directors – have abused the Supply Chain Management (SCM) system of any Government Department/ institution; have committed proven fraud, corruption or any other improper conduct in relation to such system; have failed to perform on any previous contract and the proof thereof exists; and/or is restricted from doing business with the public sector if such a bidder obtained preferences fraudulently or if such bidder failed to perform on a contract based on the specific goals.
- Quotations must include cost breakdown of all the specifications and the price must be VAT-inclusive.

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