

SBD1

PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (SOUTH AFRICAN NATIONAL BIODIVERSITY INSTITUTE)					
BID NUMBER:	Q11740-2025	CLOSING DATE:	08 December 2025	CLOSING TIME:	11:00
DESCRIPTION	THE SOUTH AFRICAN NATIONAL BIODIVERSITY INSTITUTE (PRETORIA NATIONAL BOTANICAL GARDENS) REQUIRES A SERVICE PROVIDER TO SUPPLY WORKSHOP CONSUMABLES AND TOOLS FOR A PERIOD OF THREE YEARS.				
Submission of proposals: Proposals must be emailed to S.SCM-Quotations@sanbi.org.za with a copy to Ms. Mogadingwane at R.modiba@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	Rorisang Mogadingwane		CONTACT PERSON	Nakisane Mathivha	
TELEPHONE NUMBER	012 002 5332		TELEPHONE NUMBER	012 002 5071	
FACSIMILE NUMBER	N/A		FACSIMILE NUMBER	N/A	
E-MAIL ADDRESS	R.modiba@sanbi.org.za		E-MAIL ADDRESS	N.Mathivha@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]
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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.	

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:

NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

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? **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 institution	State

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.

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 Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

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.

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

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

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:

$$\begin{array}{ccc}
 \text{80/20} & \text{or} & \text{90/10} \\
 \\
 P_s = 80 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right) & \text{or} & P_s = 90 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right)
 \end{array}$$

Where

P_s = Points scored for price of tender under consideration

P_{min} = Price of lowest acceptable tender

3.2.1. POINTS AWARDED FOR PRICE

$$P_S = 80 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right) \text{ or } P_S = 90 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)$$

Ps = Points scored for price of tender under consideration
Pt = Price of tender under consideration
Pmax = Price of highest acceptable tender

- 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)
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	
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 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:

.....

.....

.....

TERMS OF REFERENCE

SOUTH AFRICAN NATIONAL BIODIVERSITY INSTITUTE(PRETORIA NATIONAL BOTANICAL GARDENS) REQUIRES A SERVICE PROVIDER TO SUPPLY WORKSHOP CONSUMABLES AND TOOLS FOR A PERIOD OF THREE YEARS.

1. Background

South African National Biodiversity Institute (SANBI) manages a network of national botanical gardens throughout the country. Pretoria National Botanical Garden (PNBG) is surrounded by urban development and offers a much-needed outdoor experience and wildlife in the eastern suburbs of Pretoria. The ridge that runs through the garden, the natural grassland and large lawned areas containing theme gardens of indigenous plants, offer a habitat for our indigenous wildlife species. Our garden is visited by millions of tourists annually.

The garden is 76 hectares of which fifty hectares of the total area are devoted to developed gardens, using almost exclusively South African plants. All the flowering plant species to be seen including 50% of the country's tree species, make this Garden a botanical tapestry, offering the visitor a glimpse of different biomes such as Savanna, forest, fynbos and some plants of other biomes.

A 35 m high quartzite outcrop divides the garden into two sections. Its frosty south-facing section and the north-facing, warmer section present two different worlds to the visitor and botanist. A paved nature trail gives access to the fascinating natural vegetation on the ridge, which boasts a diversity of indigenous fauna and flora. The garden is open to the public 365 days a year from 8:00 – 18:00 with entry limited until 17:00.

The garden requires service provider for construction material for maintenance of walkways and pavements for the period of three years.

2. Invitation to quotation

The purpose of this Request for Quotation is to invite prospective Service Providers to submit quotations to supply workshop consumables and tools at the Pretoria National Botanical Garden. The Service Provider is requested to provide a proposal based on the scope of work and must be able to indicate the cost involved in supplying the construction material on the below Bill of quantity. The quotation process will be coordinated by SANBI's Supply Chain Management (SCM) Directorate at the following address:

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

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

3.Scope of Work:

Requirements:

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

4.Contract Period:

The contract will be for a period of three years.

5.Delivery:

Materials must be delivered to PNBG premises within 3 working days of receipt of purchase order.

6.Payment:

Payment will be made within 30 days of receipt of invoice.

7.Warranty:

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

8.Workshop material Specification

Supply and deliver the following items to Pretoria 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

Supply and deliver the following items to Pretoria National Botanical Garden

Please contact **Mr Nakisane Mathivha** on 012 843 5000 or email N.Mathivha@sanbi.org.za for more information or clarity on specifications below.

Item	MATERIAL DESCRIPTION	Quantity	Year 1	Year 2	Year 3	Cost excluding Vat	Cost including Vat
	Hardware						
	Engine degreaser 20L	1					
	Varnish 5L tinted (mahogany)	1					
	Roof paint 20L (grey)	1					
	Roof paint 20L (green)	1					
	Indoor wall pvc (cream) 20L	1					
	25 mm drywall screws	1					
	40 mm Tek screws	1					
	Varnish 5L	1					
	Wood Filler X 250 G	1					
	Tek Screws 90X 5.5	1					
	Tek Screwdriver	1					
	3 M Square Tubing 63mm)	1					
	QD Paint Thinners (5L)	1					
	Liqueur thinners	1					
	5.5mm x 38mm Tek screws	1					
	50 mm paint brush	1					
	Mohair roller	1					
	High Pressure Washer	1					
	Vacuum Cleaner	1					
	Tools						
	Tripple flint spark lighter	1					
	Jackhammer	1					

	Cordless Drill 18V	1					
	A Frame step ladder 2.4 m	1					
	Tek screwdriver bit	1					
	Combination square 250mm	1					
	Long nose pliers 200mm	1					
	Heavy duty hack saw 300mm	1					
	Heavy duty screwdriver set 6 pieces	1					
	Drill press vice 100mm	1					
	15 mm roslice pipe cutter or equivalent	1					
	22 mm roslice pipe cutter or equivalent	1					
	Trolley jack 4 ton	1					
	3-piece plier set (electrical) 200mm	1					
	Hand dies for GMS pipe 1/2' to 2"	1					
	Shifting Spanner (small)	1					
	Socket spanner set	1					
	Impact drill 710 W	1					
	Round spanner set	1					
	Torx Wrench Set	1					
	Shifting Spanner (big)	1					
	Adjustable pliers knipex (Large) or equivalent	1					
	H-duty jumper cables 3000amp	1					
	Retractable air hose reel 20m	1					
	Lathe tool set indexable (13mm post)	1					
	Speed square (small)18cm	1					
	Speed square (large)30cm	1					
	Machinery						
	Chord less reciprocating saw (18 v)	1					

	Multimeter AC/DC Voltage Detector	1					
	Rechargeable battery 18 v	1					
	Battery charger 18v	1					
	Table saw blade (230 mm dia.)	1					
	Wood chop saw blade (245 mm dia)	1					
	Circular saw blade 160 x 2.2 x 20	1					
	Jig saw blades wood (T shank)	1					
	Jig steel saw blades (T shank)	1					
	Double sided hacksaw blades 300mm	1					
	Tire inflator with gauge (garage type)	1					
	Plumbing fittings						
	15 mm galvanised pipe x 6m	1					
	22mm galvanised pipe x 6m	1					
	Lead free solder Wire Roll (250g)	1					
	Rothenberg gas 600g	1					
	Irrigation fittings						
	40mm Ball valve	1					
	Pressure pump (Conforto CB300M) 3hp	1					
	25mm Plastic QC valve	1					
	32 mm compression Elbow	1					
	HDPE 63 mm Compression coupling	1					
	HDPE 63mm male adaptor	1					
	HDPE 63mm compression elbow	1					
	HDPE 63mm compression T-piece	1					
	Respirator dust filter	1					
	Misting nozzles	1					
	50mm LDPE stop end	1					

	32mm LDPE stop end	1					
	63mm saddles	1					
	Micro sprayer nozzles (180 deg.) he's not sure about size	1					
	Micro sprayer nozzles (90 deg.) Not sure about size	1					
	Micro sprayer nozzles (45 deg.) Not sure about size	1					
	20mm high density garden hose	1					
	Pressure switch (Easy press - 2M)	1					
		1					
	Gardena hose nozzle	1					
	Gardena hose fitting $\frac{3}{4}$	1					
	110mm galvanised barrel nipple	1					
	Machine Operation Spares						
	Stihl Chainsaw Rolls 325-063-1840DL	1					
	Stihl Chainsaw Rolls 3/8 LP-043-1640DL	1					
	Stihl Chainsaw MS 250-Guide Bar	1					
	Stihl Pole Pruner HT 75 x 30cm Guide Bar	1					
	Spark plug BPMR7A	1					
	Spark plug BP6ES	1					
	Stihl Pole Pruner HT 75 oil cap	1					
	Stihl Pole Pruner HT 75 Fuel Cap	1					
	Stihl Chainsaw Fuel Cap MS 382	1					
	Stihl Chainsaw Oil Cap MS 382	1					

	Stihl Chainsaw MS 250 Oil Cap	1					
	Stihl Chainsaw MS 250 Fuel cap	1					
	Stihl Chainsaw MS 170 Fuel Cap	1					
	Stihl Chainsaw MS 170 Oil Cap	1					
	Stihl Brush Cutter Autofeed Head	1					
	Stihl Fuel Filter	1					
	Stihl chainsaw Ms 382 Guide Bar	1					
	Stihl chainsaw Ms 661 Guide Bar	1					
	Stihl Chainsaw Ms 661 chains	1					
	126 Grasshopper blades 52" Deck	1					
	Drive Belt Chipper A1530 Xa59 13 X 1500	1					
	Brush cutter Fuel Cap	1					
	Forester Helmet	1					
	2 stroke oil (5 L)	1					
	Stihl Chainsaw oil	1					
	Stihl Super lube FS	1					
	(Husqvarna MZ 54 Blades)	1					
	(Stihl chainsaw Ms 170 Guide bar)	1					
	ELECTRICITY						
	Double wall plugs	1					
	Wall plug box	1					
	Outdoor wall plug	1					
	Hook-in globes	1					
	TOTAL						

Pricing Schedule Breakdown:

	Year 1	Year 2	Year 3
Cost of workshop materials carried over from the pricing Schedule.			
Delivery Cost			
TOTAL			

Escalation:

Service Provider must indicate the percentage (%) of the escalation price on the below table:

	Year 1	Year 2	Year 3
Cost of workshop materials carried over price Schedule.			
Delivery Cost			
TOTAL			

- All the supply includes delivery.
- All products must be delivered during normal business hours (08:00 to 16:00), unless otherwise specified and by prior arrangement with the PNBG management.
- Suppliers must submit a quotation for all the products listed in the table.
- Supplier must also indicate their turn around time for the supply of products.

9. Bidding Requirements

POTENTIAL SERVICE PROVIDERS ARE REQUIRED TO SUBMIT THE FOLLOWING MANDATORY DOCUMENTATION, FAILURE TO DO SO WILL LEAD TO DISQUALIFICATION.

- SBD forms (SBD 1, 4 and 6.1). The Standard Bidding Forms (included in the bid documentation) must be completed and submitted with this proposal.
- The specific goals allocated in terms of this RFQ are as follows:
 - Categories of persons historically disadvantaged by unfair discrimination on the basis of race. Information will be verified on CSD report. Points will be allocated based on the percentage of ownership per goal. 100% black ownership = 10 points.
 - Categories of persons historically disadvantaged by unfair discrimination on the basis of gender. Information will be verified on CSD report. Points will be allocated based on the percentage of ownership per goal. 100% female ownership = 10 points
- A current copy of the Central Suppliers Database (CSD) registration report or registration number must be provided.
- Complete pricing schedule and a formal quotation to be submitted.

9.2 Other Requirements

Potential service provider interested in rendering the requested services should submit a concise quotation that addresses the scope of work and the above requirement and outputs. The proposal must include:

- 3 traceable references of company experience with similar to the project.
- Submit a proposal/ quotation that address the scope of work 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.
- 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.

10. Evaluation process

Evaluation Criteria:

- Price competitiveness
- Specific goals

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:

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

12. Submission

Closing date for submission.

The closing date for submission of responses is **08 December 2025 at 11:00 AM**.
 Submissions should be e-mailed to S.SCM-Quotations@sanbi.org.za with a copy to Ms. Mogadingwane at R.modiba@sanbi.org.za.

For technical enquiries please contact Mr Nakisane Mathiva @ N.Mathivha@sanbi.org.za / Refilwe Malatji R.Malatji@sanbi.org.za

PLEASE NOTE: Emailed applications must not be more than 8MB.