# REQUEST FOR QUOTATION (RFQ)/PROPOSAL

**Invitation to submit a Quotation for supply and delivery of two 1,8-ton forklifts and one forklift charger to Ford Incubation Center in Silverton**

**RFQ DETAILS**

**RFQ NUMBER:** [**PR00000015434**](https://aidcbpm.theinnovationhub.com/Transaction/Edit?RoutingID=32382&FormID=214)

**CLOSING DATE: 22 November 2022**

**CLOSING TIME: 11.00**

**RFQ DESCRIPTION: Supply and delivery of two 1,8 ton forklifts and one battery charger to charge the forklifts which is compatible with current forklifts and charging stations in the facility.**

**DETAILS OF BIDDER**

**COMPANY NAME: ……………………………………………………………………………………………………………………..**

**CONTACT PERSON: ……………………………………………………………………………………………………………………..**

**TELEPHONE NUMBER: …………………………………………………………………………………………………………………**

**CELLULAR NUMBER: ……………………………………………………………………………………………………………………**

**FAX NUMBER: …………………………………………………………………………………………………………………………….**

**EMAIL ADDRESS: ………………………………………………………………………………………………………………………..**

|  |  |  |
| --- | --- | --- |
|  | **YES** | **NO** |
| **Please indicate if your company is Registered on National Treasury – Central Supplier Database (provide your CSD Number)** |  |  |
| **CSD Number** |  | |
| **Please Indicate if your Company is Registered on SPDC SOC t/a AIDC Database & has “Active Status”\*** |  |  |

**\*”ACTIVE STATUS”: - means your Tax Clearance Certificate submitted to AIDC is still valid & BBBEE Certificate still valid (thus your documents have not yet expired)**

**NB: Please Note: - AIDC won’t be able to do business with suppliers not registered on CSD as per National Treasury SCM Instruction No.4 of 2016/17.**

**THE FOLLOWING DOCUMENT ARE REQUIRED - PLEASE INDICATE IF THE FOLLOWING DOCUMENTS ARE ATTACHED TO YOUR PROPOSAL (TICK)**

|  |  |  |
| --- | --- | --- |
|  | **YES** | **NO** |
| **Original valid Tax Clearance certificate submitted or SARS Pin to verify your status** |  |  |
| **BBBEE Certificate or an approved Affidavit as per BBBEE Act submitted**  **NB: Suppliers to use approved DTi or CIPC Affidavit template (check website:** [**www.dti.gov.za**](http://www.dti.gov.za)**)** |  |  |
| **SBD 4 – Declaration of Interest form – completed and signed** |  |  |
| **SBD 6.1 – Preference Points Claim Form in terms of the Preferential Procurement Regulation 2011 (PPF 2017)** |  |  |
| **SBD 6.2 - Declaration Certification For Local Production and Content. (PPF 2017)** |  |  |
| **SBD 8 -** |  |  |
| **SBD 9 -** |  |  |

**Dear Service Provider**

**REQUEST FOR PROPOSAL / QUOTATION (RFQ) – SCOPE OF WORK/SERVICE**

**Invitation to Submit Detailed Quotation to the AIDC to supply 2 forklifts.**

1. **INTRODUCTION**

The Automotive Supplier Development Centre t/a AIDC Development Centre (AIDC) strive to make the Automotive Industry in South Africa globally competitive through its strategic projects and infrastructure. To this effect the AIDC has successfully project managed the conceptual development and implementation of various projects in the automotive sector. The AIDC brings with its involvement, its vast experience and knowledge base in the automotive sector together with its good working relationships with key government institutions.

1. **RFQ OBJECTIVES**

**The aim is to request proposal from service providers to provide detailed quotations for supplying two 1,8 ton forklifts and a battery charger that will be compatible with the current 1,8 ton Komatsu forklifts that are currently in operation at Ford Incubation Centre in Silverton.**

* 1. **Background:**

As AIDC responsibility, we provide material handling services to the tenants at the Ford Incubation Centre, using forklifts.

1. **SPECIFICATIONS**

The requirement is for a 1.8 Ton Forklift that will be used in the facility. A general overview of specification, not limited to is given below.

Details are as follows:

Load capacity/rated load : 1 800 KG ( 1.8 Ton )

Operator type : Rider seated

Battery type : lead acid

Tire : Solid Rubber

Lift height : Minimum 5 meters

Forks: 1.5 meter

From the specifications table below, please refer to FB18-12 model:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Characteristics** | 1.2 | Model | Manufacturer's Designation | |  | **FB10-12** | **FB14-12** | **FB15-12** | **FB18-12** | **FB20A-12** |
| 1.3 | Power Type | Electric, Diesel, Gasoline, LPG, Cable | |  | **Electric** | **Electric** | **Electric** | **Electric** | **Electric** |
| 1.4 | Operation Type |  |  |  | **Sitting** | **Sitting** | **Sitting** | **Sitting** | **Sitting** |
| 1.5 | Rated Capacity | Q | Rated Capacity | kg | 1000 | 1350 | 1500 | 1750 | 2000 |
| 1.6 | Load Center | c | Rated Load Center | mm | 500 | 500 | 500 | 500 | 500 |
| 1.6.1 | Alternative Capacity | Q2 | Capacity@600mm Load Center | kg | 900 | 1210 | 1350 | 1570 | 1800 |
| 1.8 | Load Distance | x | Front Axle Center to Fork Face | mm | 400 | 405 | 405 | 405 | 425 |
| 1.9 | Wheelbase | y |  | mm | 1410 | 1410 | 1410 | 1410 | 1470 |
| **Weight** | 2.1 | Service Weight | Including Min. Capacity Battery, See line 6.5 | | kg | 2770 | 2790 | 2930 | 3170 | 3620 |
| 2.2 | Axle Loading | Loaded | Front | kg | 3080 | 3680 | 3980 | 4400 | 5020 |
| 2.2.1 | Rear | kg | 690 | 460 | 450 | 520 | 600 |
| 2.3 | Unloaded | Front | kg | 1410 | 1440 | 1490 | 1490 | 1720 |
| 2.3.1 | Rear | kg | 1360 | 1350 | 1440 | 1680 | 1900 |
| **Tyres** | 3.1 | Tyre Type | Cushion, Elastic Cushion, Pneumatic, Polyurethane | |  | Pneumatic | Pneumatic | Pneumatic | Pneumatic | Elastic Cushion |
| 3.2 | Tyre Size | Front |  |  | 18x7-8-16PR(I) | 18x7-8-16PR(I) | 18x7-8-16PR(I) | 18x7-8-16PR(I) | 200/50-10 |
| 3.3 | Rear |  |  | 16x6-8-10PR(I) | 16x6-8-10PR(I) | 16x6-8-10PR(I) | 16x6-8-10PR(I) | 16x6-8 |
| 3.5 | Number of Wheel | Front/Rear (x=driven) | |  | 2x/2 | 2x/2 | 2x/2 | 2x/2 | 2x/2 |
| 3.6 | Tread, Front | b10 |  | mm | 940 | 940 | 940 | 940 | 950 |
| 3.7 | Tread, Rear | b11 |  | mm | 865 | 865 | 865 | 865 | 865 |
| **Dimensions** | 4.1 | Tilting Angle | α/β | Forward/Backward | degree | 6/10 | 6/10 | 6/10 | 6/10 | 6/10 |
| 4.2 | Mast Height, Lowered | h1 | 2-stage Mast | mm | 1995 | 1995 | 1995 | 1995 | 2110 |
| 4.3 | Std. Free Lift | h2 | 2-stage Std. Mast, from Ground | mm | 135 | 140 | 140 | 140 | 150 |
| 4.4 | Std. Lift Height | h3 | 2-stage Std. Mast, from Ground | mm | 3000 | 3000 | 3000 | 3000 | 3000 |
| 4.5 | Mast Height, Extended | h4 | 2-stage Std. Mast | mm | 3955 | 3955 | 3955 | 3955 | 3970 |
| 4.7 | Height, Overhead Guard | h6 |  | mm | 2070 | 2070 | 2070 | 2070 | 2070 |
| 4.19 | Length, with Std. Forks | l1 |  | mm | 2825 | 2980 | 2980 | 1670 | 3100 |
| 4.20 | Length, to Fork Face | l2 |  | mm | 2055 | 2060 | 2060 | 2095 | 2180 |
| 4.21 | Width, at Tyre | b1 | Single | mm | 1110 | 1110 | 1110 | 1110 | 1160 |
| 4.22 | Forks | s/e/l | Thickness / Width / Length | mm | 31x100x770 | 35x100x920 | 35x100x920 | 35x100x920 | 36x122x920 |
| 4.23 | Fork Carriage Class | ISO 2328, Type A/B/no | |  | Class 2, Type A | Class 2, Type A | Class 2, Type A | Class 2, Type A | Class 2, Type A |
| 4.24 | Width, Fork Carriage | b3 |  | mm | 970 | 970 | 970 | 970 | 970 |
| 4.31 | Ground Clearance | m1 | Under Mast | mm | 95 | 95 | 95 | 95 | 95 |
| 4.32 | m2 | at Center of Wheelbase | mm | 125 | 125 | 125 | 125 | 125 |
| 4.33 | Right Angle Stacking Aisle | Ast | with L1000 x W1200 pallet | mm | 3150 | 3155 | 3155 | 3190 | 3275 |
| 4.34 | Ast | with L1200 x W800 pallet | mm | 3350 | 3355 | 3355 | 3390 | 3475 |
| 4.35 | Turning Radius | Wa |  | mm | 1750 | 1750 | 1750 | 1785 | 1850 |
| **Performance** | 5.1 | Travel Speed (FWD) | Loaded / Unloaded | | km/h | 15.0/17.0 | 15.0/17.0 | 15.0/17.0 | 15.0/17.0 | 14.0/16.0 |
| 5.2 | Lifting Speed | Loaded / Unloaded | | mm/s | 340/600 | 340/600 | 340/600 | 320/600 | 280/500 |
| 5.3 | Lowering Speed | Loaded / Unloaded | | mm/s | 450/550 | 450/550 | 450/550 | 450/550 | 370/440 |
| 5.6 | Max. Drawbar Pull | Loaded, 3min. rating | | N | 9560 | 9560 | 9560 | 9560 | 9045 |
| 5.8 | Max. Gradeability | Loaded, 3min. rating/1.5/h | | % | 19 | 19 | 19 | 16 | 14 |
| 5.10 | Service Brake | Operation/Control | |  | Foot/Hydraulic | Foot/Hydraulic | Foot/Hydraulic | Foot/Hydraulic | Foot/Hydraulic |
| 5.10.1 | Parking Brake | Operation/Control | |  | Hand/Mechanical | Hand/Mechanical | Hand/Mechanical | Hand/Mechanical | Hand/Mechanical |
| 5.10.2 | Steering | Type | |  | FHPS | FHPS | FHPS | FHPS | FHPS |
| **Drive** | 6.1 | Drive Motor(AC) | 60min.rating | | kW | 4.5×2 | 4.5×2 | 4.5×2 | 4.5×2 | 4.5×2 |
| 6.2 | Pump Motor(AC) | 5 min.rating | | kW | 9.0 | 9.0 | 9.0 | 9.0 | 9.0 |
| 6.4 | Battery Voltage |  | | V | 48 | 48 | 48 | 48 | 48 |
| 6.4.1 | Battery Capacity,Min |  | | Ah/5hr | 330 | 330 | 402 | 402 | 468 |
| 6.4.2 | Battery Capacity,Max |  | | Ah/5hr | 565 | 565 | 565 | 565 | 565 |
| 6.5 | Battery Weight | Min.Capacity Battery,See line 6.4.1 | | kg | 610 | 610 | 720 | 720 | 760 |
| **Others** | 8.1 | Drive Motor Control |  | |  | Transistor | Transistor | Transistor | Transistor | Transistor |
| 8.2 | Relief Pressure Attachment |  | | bar | 176 | 176 | 176 | 176 | 176 |
| 8.2.1 | Hydraulic Oil Capacity |  | | Ltr | 23 | 23 | 23 | 23 | 23 |
|  | 8.2.3 | Safety lights | LED -Blue and red lights | |  |  |  |  |  |  |
|  |  |  |  | |  |  |  |  |  |  |

1. **LEAD TIME**

The preferred delivery period of the Units should be within 15 calendar days after the purchase order has been awarded.

The successful bidder is required to deliver the 1.8 Ton Forklift Unit to Ford Incubation Center, Silverton.

AIDC will not take responsibility for damage or loss of the components until they are delivered and signed off.

The bidder is required to submit a signed confirmation of lead time adherence on their company letter head.

1. **WARRANTY**

A minimum warranty of 2 years shall apply for the 1.8 Ton Forklifts supplied.

1. **BREAKDOWN TURNAROUND TIME FOR REPAIRS DURING WARRANTY PERIOD**

Bidder to provide written confirmation of the estimated time to attend to forklift breakdowns repairs during the warranty period. Lead time for repairing mechanical faults and breakdowns must be specified and also lead time to supply a replacement unit, should the need arise .

1. **REPLACEMENT WHILE REPAIRING DURING THE BREAKDOWN PERIOD**

Written confirmation that the bidder will supply a replacement forklift should the breakdown repair period exceed 48hrs.

1. **RESPONSE FORMAT**

Formal quotations must be submitted with all costs included in your pricing.

1. **CONTACT PERSON FOR RESPONSES:**

For technical questions & information request, contact –

**Thulani Shongwe (SCM)** (012) 564 5172 ([tshongwe@aidc.co.za](mailto:tshongwe@aidc.co.za))

**NB: The AIDC reserves the right to award the quote in part or in full at its own discretion**

|  |  |
| --- | --- |
| 1. **Prequalification - Compliance Requirements – all documents to be submitted** | **Weighting** |
| 1. **Certified Documentations Required** |  |
| * Certified copy of a BBBEE certificate issued by a verification agency accredited by SANAS or a sworn affidavit signed by the EME representative & certified by a Commissioner of Oaths as per DTI requirement for exempted EME's or QSE’s | Submit BBBEE rating as detailed in the document |
| * Company Registration Documents (CIPC) (with listed Directors) |  |
| * CSD Regisration * -Supplier Active Status * -Active Tax Status(NB :award cannot be made to a bidder whose tax matters are not in order) * SARS Online Tax status verification |  |
|  |  |

**QUEST FOR QUOTATION SUMMARY**

|  |  |
| --- | --- |
| ***RFQ NO:*** [**PR00000015434**](https://aidcbpm.theinnovationhub.com/Transaction/Edit?RoutingID=32382&FormID=214) | ***DATE SEND 15 NOVEMBER 2022*** |
| ***CLOSING DATE: 22 NOVEMBER 2022*** | ***CLOSING TIME: 11.00*** |

**REQUESTOR DETAILS**

|  |  |
| --- | --- |
| **Requested By (SCM):** | **T.R Mpuru** |
| **Contact Number:** | **(012) 564 3353** |
| **Department Requested for:** | **Incubation Programmes** |
| **Project Number:** |  |
| **PR Number:** |  |

**REQUEST DETAILS**

|  |  |
| --- | --- |
| **Delivery Date:** | **Delivery Address:** |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**DESCRIPTION OF REQUEST**

**NB: The detailed pricing proposal must be submitted which should clearly separate the different opinions and sum the totals.**

**Fees**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Item No.** | **Description** | **UOM\*** | **Quantity** | **Local content** | **Unit Price (excl. VAT)** | **Total Price (excl. VAT)** |
|  | **In line with detailed specification as detailed in this document** |  |  |  |  |  |
| **1** | **1.8-ton lead acid Forklift, 4 meter lift height, 1,5m forks** |  | **2** |  |  |  |
| **2** | **3 Phase 8-hour charger** |  | **1** | **50%** |  |  |
| **3** | **Auto tank filler** |  | **1** |  |  |  |
|  |  |  |  |  |  |  |
|  |  | | |  | **SUB-TOTAL** |  |
|  |  | **VAT @ 14%** |  |
|  | **TOTAL** |  |

**\*UOM = Unit of measure, e.g. Hours/Days, etc.**

**QUOTE CONDITIONS:**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1. This Quote is subject to the Government Procurement General Conditions of Contract that may not be amended. Quotes’ should not be qualified by own conditions. 2. All price(s) must be inclusive of all costs plus VAT and must be firm for the duration of the contract period. VAT must be shown separately by VAT Vendors and non-registered or deregistered Vendors should exclude VAT from their quotes. Price(s) quoted must be valid for at least thirty (30) days from the closing date of the quotation and a firm delivery period must be indicated. 3. All goods must be delivered to the address as indicated in the RFQ document. 4. All price quoted must be fixed & firm prices and where applicable, price negotiation with the preferred supplier will be entered into. 5. All Purchases will be made through an AIDC Official Purchase Order with Order Number. Therefore, no goods must be delivered or a service be rendered without a valid official Purchase Order & Number been received. The onus rests with the service provider to ensure they have received the above. 6. **Fully Complete & signed the attached SBD forms, thus SBD 4; SBD 6.1; SBD 6.2; SBD 8 & SBD 9 (NB: Quotes without the signed completed forms will not be considered)** 7. The 80/20 preference point system is applicable to price quotations and tenders with a Rand value equal to, or above R30 000 and up to a Rand value of R50 million (all applicable taxes included). 8. This RFQ will be evaluated on the basis of the 80/20 preferential point system as stipulated in the Preferential Procurement Policy Framework Act & PPR 2017. 80 POINT ALLOCATED TO PRICE & 20 POINTS ALLOCATED TO B-BBEE. 9. An EME is required to submit a sworn affidavit confirming their annual total revenue of R10 million or less and level of black ownership to claim points as prescribed by regulation 6 and 7 of the Preferential Procurement Regulations 2017. In terms of the Generic Codes of Good Practice, an enterprise including a sole propriety with annual total revenue of R10 million or less qualifies as an EME 10. A QSE is required to submit a sworn affidavit confirming their annual total revenue of between R10 million and R50 million and level of black ownership or a B-BBEE level verification certificate to claim points as prescribed by regulation 6 and 7 of the Preferential Procurement Regulations 2017 11. **B-BBEE Status Level Verification Certificates (NB: Certificate are identifiable by a SANAS logo and a unique BVA number) or an Affidavit (EME/QSE see point 9&10 above) to be provided in other to claim the B-BBEE points:**  |  |  | | --- | --- | | **B-BBEE STATUS LEVEL** | **NUMBER OF POINTS** | | 1 | 20 | | 2 | 18 | | 3 | 16 | | 4 | 12 | | 5 | 8 | | 6 | 6 | | 7 | 4 | | 8 | 2 | | Non-Compliant | 0 |  1. **Local production and content (where applicable) as per designated sector will be considered when evaluating your RFQ submission. The Declaration Certificate for Local Content (SBD 6.2) must be completed and duly signed.** 2. **The Supplier must ensure AIDC is in possession of a valid original Tax Clearance Certificate**, if already registered on our database. **NB: If not, please submit your certificate with this quote or provide us with your SARS Pin to check your status.** 3. **NB: For Construction related services/work\_CIDB Grading & Safety File – The successful contractor should take note that a “Safety File” will be required on appointment and should be submitted to the AIDC before commencement of any work and ensure comply with relevant CIDB grading were required.** 4. **NB: Supplier must ensure they registered on CSD before submitting the RFQ.** |

**Please note that failure to comply with the RFQ conditions will invalidate your proposal (if all documents are not returned then consider your quotation not accepted).**

**I …………………………………………………………………………………. in my capacity as ……………………….………………………. certify that the information supplied is correct and I have read and understood the AIDC general terms and conditions and I accept them.**

**Signature: …………………………….……….………………….**

**Company Name: ……………………….……………………………**