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## **RFQ1437: REQUEST FOR QUOTATION FOR THE PROVISION OF RENTAL AND SERVICING OF SHE BINS AT NAMC FOR THE PERIOD OF THREE (3) YEARS.**

### **1. INTRODUCTION**

The National Agricultural Marketing Council (NAMC) is a statutory body established in terms of the Marketing of Agricultural Products Act, 1996. The main function of the council is to advise the Minister of Agriculture on issues relating to the marketing of agricultural products.

### **2. SPECIFICATION**

The NAMC is seeking to procure rental services from a qualified service provider for rental and servicing of she bins for the period of three (3) years. Rental and servicing of three (3) X SHE BINS.

### **3. OBJECTIVE**

The primary objective of this assignment is to appoint a professional and experienced hygiene service provider (S) who is a fully licensed and legal entity with expertise in hygiene service. provider to procure rental services from a qualified service provider for rental and servicing of she bins for the period of three (3) years.

Professional and experienced hygiene service provider must comply with Occupational Health and Safety Act (OHSA).

### **4. SCOPE OF WORK**

- Once off supply of Three (3) X 10L sanitary bins / dispensers with innovative self-closing dome lid. Unique bottomless design prevents bacteria build-up (Plastic, pedestal, grey colour) Handsfree (eg. Foot pedal or sensor operated to reduce contamination of risk).
- Should be designed to contain odours and prevent spillage.
- Servicing of hygiene Equipment (SHE BIN).
- Supply and replenishing of hygiene service consumables (On as and when required).

- Weekly servicing of sanitary bins and proper disposal.
- Waste must be disposed of according to Health care risk waste guidelines, not general waste.
- Bins should be cleaned and sanitised at every service interval, gloves should be worn by cleaning staff and handwashing facilities should be available in the area
- Replacement of 50 micron Sanibin polythene liner every month for each SHE BIN.

## 5. QUALIFICATION REQUIREMENTS

The service provider must demonstrate the following: Indicate yes or no

REQUIREMENTS	YES	NO
<p>Mandatory document</p> <p>1. A proposal indicating experience in hygiene services. The service provider must have at least a minimum of three (3) years' experience in SHE BINS services including disposal. Plan how weekly SHE BINS will be conducted.</p> <p>How many year of experience: ..... year(s), proposal attached.</p>		
<p>2. Compliance with all relevant health and safety regulations. attached.</p>		
<p>Mandatory document</p> <p>3. Provide at least three (3) references of services provided in relation to servicing of SHE BINS. Such references are to be submitted on a company letterhead indicating the type of project(s) and when they were carried out.</p> <p>How many letters attached:.....</p>		

## 6. PRICING SCHEDULE

HYGIENE SERVICES	AMOUNT
YEAR 1 (INCLUSIVE OF ONCE OFF EQUIPMENT)	R
YEAR 2	R
YEAR 3	R
Other costs	R
SUB TOTAL	R
VAT	R
<b>TOTAL (Year 1 + 2 + 3) all inclusive and all taxes</b>	R

## 7. TIMELINES

**CLOSING DATE FOR QUOTE SUBMISSION IS ON THE 31 JULY 2025 AT 11:00**

### PLEASE NOTE:

- a. Do not render any service without an official purchase order from the NAMC. The NAMC will not be held accountable for any liability or financial losses should there be Failure to adhere to this instruction.

## 8. REQUIREMENTS IN TERMS OF THE QUOTATION PROPOSAL:

- a. Quote should be directed to National Agricultural Marketing Council (NAMC)
- b. Quote must be valid for 30 days
- c. Quote must be signed by a supplier, on the company official letterhead.
- d. Quote should be inclusive of logistics costs and VAT (If the supplier is VAT registered)

PLEASE NOTE:

- e. If the price quotation doesn't demonstrate the above attributes, the quotation might be disqualified.

9. EVALUATION CRITERIA AND COMPLIANCE VERIFICATIONS

- a. Tax compliance status verification through the Central Supplier Database (CSD) or SARS website using Tax Pin prior to the awarding of price quotation will be conducted.
- b. Where the recommended bidder is non-tax compliant, the bidder will be notified in writing and a period of 7 working days will be granted to a supplier to resolve their tax obligations with SARS. (However, this principle may be compromised depending on the nature of the services requested).
- c. The supplier is required to complete and submit SBD 4 (Bidder's Disclosure)
- d. The quotations between R 2 000.00 to R 1 000 000.00 including all applicable taxes will be evaluated on the 80/20 preference points scoring system. The lowest acceptable price will score 80 points, the 20 specific goals points will be allocated as follows:
- e. N:B - Bidders are required to submit original and valid B-BBEE Status Level Verification Certificates or certified copies thereof together with their bids to substantiate their specific goal as stated below. However, Bidders who do not submit B-BBEE Status Level Verification Certificates do not

qualify for specific goals points but they will not be disqualified from the bidding process.

SPECIFIC GOAL	TOTAL POINTS
Percentage (%) Black Ownership	Points (10)
91-100	10
81-90	9
71-80	8
61-70	7
51-60	6
41-50	5
31-40	4
21-30	3
11-20	2
1-10	1
0	0
Percentage (%) Ownership By Women	Points (4)
81-100	4
51-80	3
31-50	2
1-30	1
0	0
Percentage (%) Ownership By Youth	Points (4)
81-100	4
51-80	3
31-50	2
1-30	1
0	0

SPECIFIC GOAL	TOTAL POINTS
Percentage (%) Ownership By People With Disability	Points (2)
51-100	2
1-50	1
0	0

#### 8. NAMC ADDRESS (WHERE SERVICE IS NEEDED):

ADDRESS
<b>National Agricultural Marketing Council</b>
<b>Hillcrest Office Park, 177 Dyer Rd, Hillcrest, Pretoria, 0083</b>

#### 9. ENQUIRIES AND SUBMISSION OF QUOTATIONS

For more information relating to Supply Chain Management and submission of quotations:

NAMC SCM – [rfq@namc.co.za](mailto:rfq@namc.co.za) or 012 341 1115

**ALL QUOTES SUBMITTED VIA EMAIL ONLY: [rfq@namc.co.za](mailto:rfq@namc.co.za)**