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**REQUEST FOR QUOTATION (RFQ)**

**PROVISION OF UNINTERRUPTED POWER SUPPLY (UPS) ASSESSMENT FOR BATTERY OR UPS REPLACEMENT FOR THE PORTS REGULATOR OF SOUTH AFRICA**

RFQ	RFQ/2022/23-71
RFQ ISSUE DATE	26 January 2023
BRIEFING SESSION	A site visit is compulsory for the inspection of the UPS. Site visit will be on Wednesday (01 February 2023 at 14:00)
RFQ DESCRIPTION	PROVISION OF UNINTERRUPTED POWER SUPPLY (UPS) ASSESSMENT FOR BATTERY OR UPS REPLACEMENT FOR THE PORTS REGULATOR OF SOUTH AFRICA
CLOSING DATE & TIME	06 February 2023 @ 12:00
LOCATION FOR SUBMISSIONS	<a href="mailto:quotations@portsregulator.org">quotations@portsregulator.org</a>

Bidders must submit responses via e-mail at: [quotations@portsregulator.org](mailto:quotations@portsregulator.org) before or on the stipulated date and time. For any queries or questions, please use above mentioned email address.

Ports Regulator of South Africa requests your quotation on the services listed above. Please furnish us with all the information as requested and return your quotation on or before the date and time stipulated above. **Late and incomplete submissions will invalidate the quote submitted.**

SUPPLIER NAME: \_\_\_\_\_

POSTAL ADDRESS: \_\_\_\_\_

MAAA NUMBER (CSD NO): \_\_\_\_\_

TELEPHONE NO: \_\_\_\_\_

FAX NO: \_\_\_\_\_

E MAIL ADDRESS: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

CELL NO: \_\_\_\_\_

SIGNATURE OF BIDDER: \_\_\_\_\_

## **DETAILED SPECIFICATION**

### **PROVISION OF UNINTERRUPTED POWER SUPPLY (UPS) ASSESSMENT FOR BATTERY OR UPS REPLACEMENT FOR THE PORTS REGULATOR OF SOUTH AFRICA**

#### **1. BACKGROUND**

- 1.1 Ports Regulator of South Africa (PRSA) is a Schedule 3A public entity in terms of the Public Finance Management Act, 1 of 1999 (PFMA). Port Regulator South Africa must fully comply with all the requirements of the PFMA.
- 1.2 The Ports Regulator is the independent National Regulator for the South African ports, governed by the National Ports Act, 2005 (Act No. 12 of 2005). In terms of section 30 (1) and (2) of the National Ports Act, the main function of the Regulator is to:
- Exercise economic regulation for the ports system in line with government's strategic objectives.
  - Promote equity of access of ports and facilities and service provider by ports.
  - Monitor the activities of the National Ports Authority to ensure that it performs its functions in accordance with the act; and
  - Hear appeals and complaints contemplated in terms of Section 48 of the Act.

#### **2. PURPOSE**

The purpose of this invitation is to request suitably qualified and experienced service providers to inspect and submit quotation based on the inspection report for the maintenance of the Ports Regulator's UPS.

#### **3. MOTIVATION**

It is of vital importance for the office to have a backup power supply to keep operations running during planned and unplanned power outages and minimise the likelihood of data loss and hardware damage due to abrupt power outage and spikes.

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

The Ports Regulator's UPS must be inspected onsite. Service provider to determine whether batteries need to be changed or replace the entire UPS. The details of the UPS are as follows:

- Make and Model: Meccer ME-100000-WPTU
- Serial Number: 83921711500012

#### **5. EVALUATION CRITERIA**

### 5.1 SCM Administrative

- The service provider must submit proof of registration on CSD (Central Supplier Database).
- The SBD 4 form must be completed, signed by the authorised company representative.

***Failure to provide this mandatory information may lead to bidder's proposal not being considered further on mandatory.***

### 5.2 Pricing Considerations

Bidders' price quotations must be inclusive of all applicable taxes **(including VAT)**.

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Description	Total Price
Battery Replacement	R _____
Battery Installation	R _____
<b>15% VAT</b>	<b>R _____</b>
<b>Grand Total</b>	<b>R _____</b>

**OR**

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Description	Total Price
UPS Replacement	R _____
Installation	R _____
<b>15% VAT</b>	<b>R _____</b>
<b>Grand Total</b>	<b>R _____</b>

**NB:** Tax matter for the recommended service provider will be verified on the Central Supplier Database (CSD) or SARS efilling prior to awarding. If the service providers' tax matters are non-compliant in terms of clause 4.2 & 4.3 will be exercised from National Treasury Instruction No. 09 of 2017/2018 (Tax Compliance Status Verification).

## **6. COMMUNICATIONS**

All enquiries relating to this RFQ should be sent via email: [quotations@portsregulator.org](mailto:quotations@portsregulator.org)

## **7. CONDITIONS TO BE OBSERVED WHEN RFQING**

No RFQ shall be deemed to have been accepted unless and until a formal contract/letter of award/order form is prepared and executed. Quotation shall remain open for acceptance by the Ports Regulator for a period of **90 days** from the closing date of the RFQ Enquiry.

## **8. COSTS OF BIDDING**

The service provider shall bear all costs and expenses associated with preparation and submission of its RFQ, and the Ports Regulator of South Africa shall under no circumstances be responsible or liable for any such costs, regardless of, without limitation, the conduct or outcome of the bidding, evaluation, and selection process.

### **END OF RFQ DOCUMENT**

**Annexed to this document for completion and return with the document:**

- Quotation on a company letterhead
- Completed and signed Declaration of Interest (SBD 4)
- Copy of CSD Report or MAAA Number (National Treasury)
- BBBEE Certificate or Sworn Affidavit