



agriculture, land reform & rural development

Department:
Agriculture, Land Reform and Rural Development
REPUBLIC OF SOUTH AFRICA

PROVINCIAL SHARED SERVICE CENTER GAUTENG, 6th FLOOR SANCARDIA BUILDING,
CORNER STIVE BIKO AND STANZA BOPAPE, ARCADIA, 0002

FILE REFERENCE: SCM.....

PROJECT FILE:

Date: 2021/11/16

SPECIFICATION SHEET

PURCHASE AND DELIVERY OF FERTILIZERS FOR ROOIWAL FPSU GAUTENG PROVINCE

Office	PSSC: Gauteng
Description	Fertilizers
Contact Tel:	(012) 337 3737

1. OBJECTIVE

The Provincial Shared Service Gauteng Centre herein calls for price quotations in respect of the above-mentioned commodity to (a) rendering a service or (b) delivery of goods.

2. TIMEFRAME

Either (a) rendering of service or (b) delivery of goods must be achieved within **30-days** after receipt of (a) an official order or (b) an official appointment letter.

PLEASE NOTE:

- ✦ The expected delivery (time-frame) should be stated on the written quotation, especially if the above-mentioned deadline does not appear to be the same;

3. Requirements in terms of the quotation proposal:

- ✦ Quote must be valid for 30 days;
- ✦ Quote must be original format;
- ✦ Quote must be signed by supplier;
- ✦ Quotations must be accompanied with a valid TAX CLEARANCE certificated, if not you may be disqualified;
- ✦ Quotations should reflect the CK number with a verified CIPC verification, if not you may be dis-qualified;
- ✦ All responsive bidder must be (an EME or QSE)

4. Requirements in terms of the price quotation

- ✦ Price quotations will be reflected in Rand value only;
- ✦ Costs must be detailed as it appears in the table below - specifications table;
- ✦ Each item costing should be reflect, as indicated;
- ✦ VAT registration number must appear on the price quotation, if quote include VAT;
- ✦ **VALID TAX CLEARANCE** certificate has to accompany the quotes that will be delivered;
- ✦ A firm price shall be provided and shall not be subjected to adjustments unless otherwise stated in the price quotation provided on this request.
- ✦ Service provider must complete and sign SBD 6.2 and its annexures (failure to submit will lead to your quote/ proposal being disqualified
- ✦

5. Standards and norms/ Quality of goods:

- ✦ Services render must comply with the quality of the profession that it represents;
- ✦ Standards in respect of the South African market must be complied with;
- ✦ Please indicated the standards such as: Health requirements, Electricity certifications, ISO standards, building standards or otherwise should be taken into consideration during the quotation phase;
- ✦ If these standards was not included you will at own cost ensure compliance;
- ✦ Equipment should still be fully functional after the installation/re-installation;
- ✦ Installations should be of the required standards and damages from the collapse or injuries will be at the suppliers expense;
- ✦ Items should be supported with warranties and/or guarantees for the goods, if not it will be returned at your own expense;
- ✦ The equipment must be protected, safely removed and any damages to these assets will be to the service provider's account;
- ✦ Any works/services entered into with the organisation will be read with the General Conditions of contract;
- ✦ The service must include the disassembling and reassembling of goods and equipments, and be installed at a location determined;

6. Payment method and agreement:

- ✦ The **total amount** of the quotation **must be fixed and inclusive of VAT**. If registered as VAT vendor provide the cost, VAT and total amount.
- ✦ Services shall only be paid on a **monthly basis** and therefore clear direction in the quotation should appear in the written quotation.
- ✦ Clearly reflect quantities and the cost range (minimum and maximum)

7. Requirements in terms PPPFA

The 80/20 preference points system as prescribed in the Preferential Procurement Policy Framework Act (PPPFA) will be applied to evaluate this bid. The lowest acceptable bid will score 80 points for price and maximum of 20 points will be awarded for attaining the Broad-Based Black Economic Empowerment (B-BBEE) status level of contribution.

8. DESCRIPTION OF GOODS OR ITEMS BELOW:

Your quote must clearly reflect: "unit price", "quantity" and "total price" per line item.

Quantity	Description	Remarks
PURCHASE AND DELIVERY OF FERTILIZERS FOR ROOIWAL FPSU GAUTENG PROVINCE		
	FERTILIZERS	
100	Hygroponic mix 50 kg	High quality and approved
200	Calcium Nitrate 25Kg	High quality and approved
60	Potassium Sulphate 25kg	High quality and approved
60	NPK 2:3:2 50 Kg	High quality and approved
10	NPK 2:3:4 50 Kg	
20	NPK 4.3.4 50kg	High quality and approved
10	Hydro mix 25kg	High quality and approved
10	Hydrofert 25kg	High quality and approved
40	Urea 50kg	High quality and approved
60	Potassium Nitrate 50kg	High quality and approved
200	LAN 28% 50kg	High quality and approved
30	Ammonium sulphate 50Kg	High quality and approved
20	MAP 50 kg	High quality and approved
10 Tons	Cultera compost	High quality and approved
5 Tons	Manure compost (treated)	High quality and approved
5 Ton	Kraal manure (treated)	High quality and approved
	LIQUID FERTILIZERS	
10	Solu-cal water soluble fertilizers 25kg	High quality and approved
5	Organic fertilizer 25L	High quality and approved
	DELIVERY ADDRESS: 270 JR, ROOIWAL PRETORIA	The Price must include VAT if you are a VAT vendor.

SPECIFICATION

PROJECT OFFICER: CONTACT NO:MS DAKALO MAUDU 0713078007	
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Please ensure that delivery costs has been included into the quotation to deliver to the above-mentioned office;

Also ensure that your VAT is clearly indicated. (If you are a VAT vendor).

Ms. LL Molaudzi
DISTRICT MANAGER
Tel: (012) 337 3665/082 418 3365

Only after the selection of a successful service provider by means of appointment by an official order, it is only then that the service can commence as listed above

9 TERMS AND CONDITIONS

If the appointed service provider fails to deliver any or all goods or to perform services within the specified period in the Order / Contract, the purchaser may as a penalty deduct from the Order / Contract price a sum of the delayed goods or unperformed services, or terminate the contract in part or as a whole.

1. The Supplier fails to deliver any or all goods or to perform services within the specified period in the Order / Contract, the purchaser may as penalty deduct from the Order / Contract price a sum of the delayed goods or unperformed services, or terminate the contract in part or in whole.
2. **CLOSING DATE:**

Prospective service providers should submit their quotations:

Submissions should be email to gp.quotations@dalrrd.gov.za or hand delivered to the mentioned addresses above

Prospective service suppliers are encouraged to submit their proposals before the closing time and date, as late submissions will not be accepted.

You should submit your quotations/proposal to the SCM officials being:

<u>Physical Address:</u>	<u>Postal Address:</u>
Provincial Shared Service Centre Gauteng 6 th Floor Suncardia Shopping Center: CNRF Steve Biko & Stanza Bopape Street; Arcadia	Provincial Shared Service Centre Gauteng Private Bag X 09 HATFIELD 0028

Invoices / Accounts:

Officials	Designation	Contact details
Ms R. Manamela	Assistant Director: Logistics and Transport	Rebecca.Manamela@dalrrd.gov.za Tel: (012) 337 3624

Please feel free to call any official in the Gauteng provincial office to clarify or verify any information or assistance with the completion of the required documentation.

Also find attached hereto the GCC (General Conditions of Contract) to familiarize yourself to the conditions pertained into the document and shall be read in conjunction to this ToR/SS.