

## ADVERTISEMENT



### **Invitation to Submit Bids Bid Number: SAMRC/HIDRU-PSSRS/2026/01 Provision of Scheduling Software for Clinical Trials and Related Services**

The South African Medical Research Council (SAMRC) invites bids from appropriately qualified, competent, experienced and professional service provider(s) to submit proposals for the provision of a Scheduling Software for Clinical Trials and support services for a period of 3 years and an extension of a further 2 years subject to performance and availability of funds. Prospective bidders must provide sufficient documentation as requested in the bid document to support their bid. The successful bidder will be required to provide expert-level support, maintenance, and configuration services within the SAMRC Research environment.

The provider must demonstrate proven experience, technical expertise, and capacity to deliver high-quality and reliable Scheduling Software and support service or equivalent.

A compulsory virtual briefing session will be held on 06 May 2026, 10H30. Prospective supplier(s) that wish to attend the briefing session must email their Microsoft Teams' credentials to: [tenders@mrc.ac.za](mailto:tenders@mrc.ac.za) 36prior to the meeting date.

Completed bids must be submitted in a sealed envelope bearing bidder's company name, address, bid description and number, and hand delivered or mailed to: South Africa Medical Research Council, Tender Box, 491 Peter Mokaba-Ridge Road, Overport, 4067, KwaZulu - Natal; and must arrive before the closing date and time. Late, faxed or e-mailed bids will not be accepted. One (1) original hard copy of completed bid document and 1 USB flash drive containing full and same tender information as in the hard copy (PDF format) should be submitted.

**Alternatively**, bidder(s) can submit their completed bid proposals with supporting documents through the SAMRC website ( [Current Tenders | South African Medical Research Council \(SAMRC.ac.za\)](https://www.mrc.ac.za/CurrentTenders) Responsive bids will firstly be evaluated on functionality and thereafter on an 80/20 preference point system in terms of the Preferential Procurement Policy Framework Act (Act 5 of 2000) and Preferential Procurement Regulations, 2022.

#### **Please note that:**

- This bid is valid for one hundred and twenty (120) days after closing date for the submission of bids;
- It is **compulsory** that bidders obtain bid documents, available for downloading on the SAMRC website (<http://www.mrc.ac.za/Tenders/tenders.htm> ) from 24 April 2026 to 22 May 2026. No hard-copy bid document will be issued by the SAMRC;
- Bidders must register on the National Treasury's Central Supplier Database (CSD) prior to submitting bids, by login onto <https://secure.csd.gov.za/>. With effect from 1 July 2016, SAMRC may not award any bid to supplier not registered as prospective supplier on CSD. Submit with this bid your CSD supplier number and unique registration reference number for SAMRC to verify your company's registration on CSD.
- Negotiations for the bid award will only be concluded with the qualifying bidder(s) who is/are registered on the CSD and whom key information outlined in this bid document is in order.
- Bidder(s) are **required** to submit 1 original hard copy document and 1 USB flash drive with full information as per original hard copy (PDF format), as indicated above in this advert;
- Failure to comply with all submission requirements such as the USB for traditional submission, and others, **will** lead to disqualification of the bidder(s);
- SAMRC is not compelled to accept lowest or alternative bid, and reserves the right to accept part or the whole of any bid or cancel the bid;
- Bidder(s) must be able to comply with all purchase costs associated with their offer as indicated in the bid specifications;
- Documents and USB submitted on time by bidders shall not be returned;

- Appointment will be subject to the successful bidder agreeing to sign service-level agreement with the SAMRC to adhere to terms and conditions set out in the bid document.
- It is envisaged that SAMRC will conclude a service contract with a successful bidder for a period of 36 months, reviewed annually with an option to extend by a further 24 months subject to budget availability and performance.
- All tender progress/results will be updated or published on the SAMRC website: <http://www.mrc.ac.za/tenders-or-scm/current-tender>. Therefore, no regret letters will be issued by the SAMRC.

All technical enquiries may be directed in writing to Olive Gumede ([tenders@mrc.ac.za](mailto:tenders@mrc.ac.za)), and any other enquiries related to the bid process may be directed in writing to Supply Chain Management ([tenders@mrc.ac.za](mailto:tenders@mrc.ac.za)) before the cut-off time of 16:00(SAST) on **11 May 2026**. The bid number should be quoted in all correspondence. No telephonic enquiries will be responded to.

**The closing date and time for the submission of bids is Thursday, 22 May 2026, at 11H00**