

## REQUEST FOR QUOTATION FOR GOODS AND SERVICES



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ONDERSTEPSPOORT BIOLOGICAL PRODUCTS LTD  
PRIVATE BAG X7, ONDERSTEPSPOORT 0110

From: Supply Chain Department  
Date: 2 September 2024  
Tel: 012 522 1500  
Fax: N/A  
Email: purchasing@obpvaccines.co.za

To:  
Supplier:  
Tel:  
Fax:  
Email:

Kindly provide the quotation for the following: OBP 324/2024/25

### Compulsory site briefing:

Date: 6<sup>th</sup> September 2024

Time: 11h00

Place: Onderstepoort Biological Products (OBP)

Address: 100 Old Soutpan Road

Onderstepoort

Pretoria

0110

Compulsory Document Requirements	Yes/No
CSD Report (With a Tax Compliant status that is current)	
Declarations SBD4 (Completed, signed & submitted)	
Company Liability insurance cover- (The goods supplied under the contract/Purchase order shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified, until full receipt or completion signoff is done) - <b>letter to be provided with quote</b>	
Qualifications of the staff (to be provided with submission) that will conduct the setup and configuration.	

### **Evaluation of Price and Preference**

All Bids will be evaluated on a points system based on weighted average score for Price and Preference as per Preferential Procurement Framework Act of 2000 (Act 5 of 2000).

**Preference Point allocation – 80/20**

Price / Preference	Weighting percentage
Preference:	20%
Price:	80 %
Total must equal:	100%

OBP Onderstepoort Biological Products will award preference points as follows: <b>Specific Goal</b>	Points	Evidence required	Yes/No
Historically disadvantaged by unfair discrimination on the basis of Race	10	A valid BBBEE Certificate showing at least 51% black ownership	
Historically disadvantaged by unfair discrimination on the basis of Gender (women)	8	A valid BBBEE Certificate showing at least 30% women ownership	
Historically disadvantaged by unfair discrimination on the basis of disability	2	A doctor's note confirming disability, confirmation of disability from the Department of Labour, BEE certificate or equivalent confirmation.	
<b>Total points</b>	<b>20</b>		

**NB: Please note that if any of the above requirements is not submitted with the quote it will be an immediate disqualification.**

Quantity	Product/Item Code	Specification
<b>TO APPOINT A SUPPLIER PROVIDER TO SETUP AND CONFIGURE EXISTING SWITCHES, WI-FI SOLUTION WITH APS, DHCP AND DNS SERVERS, FURTHER SUPPLY REQUIRED FIBRE CABLING AND SFP</b>		
18	<u><b>ACCESS SWITCHES</b></u> <ul style="list-style-type: none"> <li>- ARUBA JL261A 2930F-24G-POE+-4SFP X11</li> <li>- ARUBA INSTANT ON 1930 48G CLASS4 POE 4SFP/SFP+ X1</li> </ul>	<ul style="list-style-type: none"> <li>• SETUP SWITCH AND CONFIGURE VLANS,</li> <li>• TRUNKING,</li> <li>• NETWORK SECURITY,</li> <li>• SNMP,</li> <li>• ETC</li> </ul> <p><b>NOTE: NO ADDITIONAL SWITCH REQUIRED</b></p>
2	<u><b>CORE SWITCHES</b></u> <ul style="list-style-type: none"> <li>- ARUBA JL075A</li> <li>- 3810M—16SFP+-2</li> </ul>	<ul style="list-style-type: none"> <li>• SETUP CORE-STACK AND CONFIGURE SWITCH VLANS,</li> <li>• INTER-VLAN ROUTING,</li> <li>• TRUNKING,</li> <li>• SNMP</li> <li>• ETC</li> </ul> <p><b>NOTE: NO ADDITIONAL SWITCH REQUIRED</b></p>
4	ARUBA SFP TRANSCEIVER	<ul style="list-style-type: none"> <li>• 1000SX – LC – SUPPLY</li> </ul>
1	UBIQUITI – UNIFI WIRELESS SYSTEM	<ul style="list-style-type: none"> <li>• CONFIGURE AUTHENTICATION - AD</li> </ul>
6	INSTALL FIBRE CABLING	<ul style="list-style-type: none"> <li>• FROM SERVER ROOM TO DESTINATIONS WITHIN FACILITY</li> </ul>

1	RADIUS SERVER	<ul style="list-style-type: none"> <li>SUPPLY, SETUP AND CONFIGURE ARUBA RADIUS SERVER</li> </ul>
8	DHCP SCOPES / VLANS	<ul style="list-style-type: none"> <li>CONFIGURE DHCP SCOPES</li> <li>CONFIGURE EXCPETIONS FOR VOIP</li> </ul> <p><i>NOTE: DHCP SERVER AVAILABLE</i></p>
2	DNS SERVERS	<ul style="list-style-type: none"> <li>CONFIGURE PRIMARY AND SECONDARY SERVERS</li> </ul>
1	QUALITY OF SERVICE (QOS)	<ul style="list-style-type: none"> <li>CONFIGURE QUALITY OF SERVICE (QOS) ACROSS THE NETWORK</li> </ul>
1	MCSE CERTIFIED ENGINEER (VALID)	<ul style="list-style-type: none"> <li>PROVIDE PROOF OF VALID CERTIFICATION</li> </ul>
1	ARUBA CERTIFIED CAMPUS ACCESS PROFESSIONAL	<ul style="list-style-type: none"> <li>PROVIDE PROOF OF VALID CERTIFICATION</li> </ul>
<b>Requirements from the supplier (To be used to select the contractor)</b> <ul style="list-style-type: none"> <li>Correct quotation, compatibility to requirements and competency to deliver.</li> <li>Capital to deliver on the scope quoted.</li> <li>Please indicate availability and lead time</li> </ul>		

**Government Procurement: all quotations of goods and services are subject to the General conditions of Contract July 2010**

SBD 4

## BIDDER'S DISCLOSURE

### 1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

### 2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest<sup>1</sup> in the enterprise, employed by the state? **YES/NO**

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable,

<sup>1</sup> the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

.....  
 .....

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract?

**YES/NO**

2.3.1 If so, furnish particulars:

.....  
 .....

### 3. DECLARATION

I, the undersigned, (name)..... in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

3.1 I have read, and I understand the contents of this disclosure.

3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect.

3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement, or arrangement with any competitor. However, communication between partners in a joint venture or consortium<sup>2</sup> will not be construed as collusive bidding.

3.4 In addition, there have been no consultations, communications, agreements, or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.

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<sup>2</sup> Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

- 3.5 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.6 There have been no consultations, communications, agreements, or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.7 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT. I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

..... Signature	..... Date
..... Position	..... Name of bidder

#### Terms and Conditions:

- Submission should be no later than (15 September 2024, **15H00**)
- Please indicate your offer validity and lead time: \_\_\_\_\_
- All prices must be VAT exclusive, (Vat vendor please indicate as such) if no indication, prices will be evaluated as exclusive.
- Quotations must be on a company letter head and **strictly** on a PDF format (**Quotations sent on Word or Excel format will not be accepted.**)
- **Quotations must be emailed ONLY to: purchasing@obpvaccines.co.za**
- **If no reply after 14 days of closing date your RFQ was unsuccessful.**
- Please indicate if you are unable to quote and state the reason why
- Please note that fluctuations in the exchange rate (where applicable) will not be for the account of OBP.
- *Payment terms: 30 days after statement*
- *Bidders must be registered on CSD (Central Supplier Data Base National Treasury) and be tax compliant*

*I agree that the offer herein shall remain binding upon me and open for acceptance by OBP during the validity period indicated.*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date