

REQUEST FOR QUOTATION FOR GOODS AND SERVICES



PM

ONDERSTEPSPOORT BIOLOGICAL PRODUCTS LTD
PRIVATE BAG X7, ONDERSTEPSPOORT 0110

From: Supply Chain Department
Date: Mar 02 2026
Tel: 012 522 1500
Fax: N/A
Email: purchasing@obpvaccines.co.za

To:
Supplier:
Tel:
Fax:
Email:

Kindly provide the quotation for the following: RFQ/OBP402/2025/26

Compulsory Document Requirements	Yes/No
Proof of a Valid professional indemnity insurance	
CVs of proposed key personnel	
Compulsory site briefing to be attend, at OBP Offices (100 Old Soutpan Road, Onderstepoort, 0110). Must be there before or on time as stipulated on the document and wear PPE clothing before entering the premises.	
South African Companies should provide a CSD Report that isn't older than 2 month, that shows that the service provider is registered/active and tax compliant. Foreign /International companies must complete SBD1(To be requested purchasing@obpvaccines.co.za)	
SBD4 Bidders Disclosure - All suppliers MUST Complete, sign & submit the SBD4 declaration with their bid application.	
Proposed Methodology & Technical Approach	
Team Certifications	
lead consultant ECSA/SACAP/SACPCMP Certification	

Compulsory Sight Briefing Date: Mar 09 2026 11:00:00

Address: 100 Soutpan RdOnderstepoort, Pretoria, 0110

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: <u>Specific Goal</u>	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.	
Total points	20		

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

TO APPOINT A SUPPLIER TO PROVIDE THE FOLLOWING ITEM/S OR SERVICE AS PER SCOPE BELOW.

Quantity	Product/Item Code	Specification
1	Appointment of professional consultant for design and construction supervision high security fencing and guardhouses	please see the specifications below

Requirements from the supplier (To be used to select the contractor)

- Design development and technical specifications
- Tender documentation support
- Construction supervision and contract administration

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

Requirements from SCM department:

- All bidders MUST register their company (in advance) on the NEW OBP's E-Procurement portal, the link can be found on the official OBP website under supply chain.
- Once bidders account registration is approved by the OBP Supply Chain, login credentials will be supplied, whereby bidders will be able to login and apply for opportunities.
- All open opportunities will reflect on the portal for bidders to part take in.
- All required company documents, proposed submissions or additional requirements MUST be uploaded with your bid application.

- Any additional questions or Queries can be directed via email (purchasing@obpvaccines.co.za) or telephone (012 522 1500), note NO SUBMISSIONS WILL BE ACCEPTED via EMAIL.
- OBP reserves the right to cancel or re-advertise RFQ's (Request for quotes).

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 interest¹ 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, 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

¹ 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.

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 consortium² 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.
- 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.

² 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.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder

Terms and Conditions:

- Submission should be no later than **(Mar 16 2026 16:00:00)**
- 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.
- Quotation must be on a company letter head and **strictly** on a PDF format **(Quotations sent on Word or Excel format will not be accepted.)**
- Supplier must register on or before any submission can be done , supplier number will be allocated to supplier.
- Submission and Quotations must be done online with all attachments required to be uploaded : any queries can be send to purchasing@obpvaccines.co.za
- **If no reply after 14 days of closing date your RFQ was unsuccessfully.**
- 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*
- **Government Procurement: all quotations of goods and services are subject to the General conditions of Contract July 2010**

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

Signature

Date

REQUEST FOR QUOTATION (RFQ)

APPOINTMENT OF PROFESSIONAL CONSULTANT

FOR DESIGN AND CONSTRUCTION SUPERVISION HIGH SECURITY FENCING AND GUARDBOUSES AT VARIOUS STATE PREMISES

1. INVITATION TO QUOTE

OBP hereby invites suitably qualified and registered professional consultants to submit quotations for the provision of professional services for:

- Design development and technical specifications
- Tender documentation support
- Construction supervision and contract administration

For the construction of high mast security fencing and guardhouses at various state-owned premises.

The site forms part of a National Key Point (NKP) facility, and strict security and confidentiality requirements shall apply.

2. PROJECT DESCRIPTION

The project involves the construction and/or upgrading of:

- High mast security perimeter fencing (including anti-climb, anti-cut, and high-security features)
- Access control gates (motorised where required)
- Guardhouses (brick or prefabricated structures)
- Associated civil works (foundations, paving, drainage, electrical provisions, etc.)

3. SCOPE OF PROFESSIONAL SERVICES

The appointed Consultant will be responsible for the following services per site:

3.1 Design & Documentation

- Site inspections and condition assessments
- Topographical and site verification (where required)
- Concept design and preliminary layouts
- Detailed civil and structural design of:
 - High mast / high security fencing systems
 - Fence foundations and posts
 - Guardhouses (architectural & structural)
 - Access control gates and associated civil works
- Preparation of:
 - Technical specifications
 - Bill of Quantities (BOQ)
 - Construction drawings
 - Engineering details

- Compliance with:
 - SANS standards
 - OHS Act
 - National Building Regulations
 - Applicable municipal requirements
- Issuing drawings for construction
- Submission to relevant authorities (if required)

3.2 Security Design Considerations

The Consultant shall incorporate:

- Anti-climb and anti-cut fence design
- Anti-ram and anti-intrusion measures
- Integrated access control provisions
- Provision for CCTV and perimeter detection integration
- Controlled access zoning
- Structural robustness suitable for high-security environments

All security designs shall be reviewed and approved by the Employer's security division prior to construction.

3.3 Construction Supervision & Contract Administration

- Site handover
- Review and approval of contractor's programme
- Regular site inspections
- Quality control and compliance monitoring
- Certification of payment certificates
- Monitoring health & safety compliance
- Issuing site instructions (where applicable)
- Snagging and practical completion inspections
- Final completion and close-out documentation
- Preparation of as-built documentation

4. NATIONAL KEY POINT (NKP) COMPLIANCE REQUIREMENTS

4.1 Legislative Compliance

The Consultant shall ensure compliance with:

- National Key Points Act, 1980
- Critical Infrastructure Protection Act
- Minimum Information Security Standard (MISS)
- Minimum Physical Security Standard (MPSS)
- Protection Of Personal Information Act (POPIA)
- Applicable SAPS and State Security Agency directives
- All security classification protocols issued by the Employer

4.2 Security Clearance

- All personnel deployed to site may be subject to security vetting.
- Site access shall only be granted upon approval by the Employer.
- No photography, drone usage, or recording shall be permitted without written approval.

4.3 Confidentiality

- The appointed Consultant shall sign a Non-Disclosure Agreement (NDA).
- All project information shall be treated as confidential.
- No information may be shared with third parties without written approval.
- Secure storage and controlled circulation of drawings and documentation is mandatory.

5. PROFESSIONAL ELIGIBILITY

The leading consultant may have any of the following:

- Civil / Structural Engineers: Registered with ECSA (Pr Eng / Pr Tech Eng)
- Architects: Registered with SACAP
- Project Managers: Registered with SACPCMP (Pr CPM / Pr CM)

For any of the leading consultant must have the following professionals in their team

- Civil / Structural Engineers: Registered with ECSA (Pr Eng / Pr Tech Eng)
- Architects: Registered with SACAP
- Land Surveyors: Registered with the South African Geomatics Council (SAGC) in terms of the Geomatics Profession Act
- Geotechnical Engineers: Registered with ECSA (Pr Eng / Pr Tech Eng)
- Occupational Health and Safety Agent: Registered with SACPCMP

Proof of registration and valid professional indemnity insurance must be submitted.

6. REQUIRED SUBMISSIONS

Bidders must submit:

1. Company profile
2. Proof of professional registration
3. Valid tax clearance certificate
4. CSD registration summary
5. Proof of professional indemnity insurance
6. CVs of proposed key personnel
7. At least three similar project references
8. Proposed methodology
9. Proposed programme
10. Detailed fee proposal (per site and/or per deliverable stage)

Fees must remain valid for a minimum of 120 days.