**REQUEST FOR QUOTE FOR SUPPLY AND DELIVERY OF SURVEY EQUIPMENT**

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| **RFQ** | **SUPPLY AND DELIVERY OF SURVEY EQUIPMENT**  |
| **RFQ No. J** |  |
| **ISSUE DATE** | **16 DECEMBER 2022** |
| **CLOSING DATE** | **23 DECEMBER 2022** |
| **CLOSING TIME** | **18H00** |

**REQUEST FOR A QUOTE FOR THE SUPPLY AND DELIVERY OF A SURVEY EQUIPMENT**

1. **Background to the National Museum**

The National Museum - a natural history, cultural history and art museum was established in 1877 and is a declared cultural institution, which resorts under the Department of Arts and Culture and is governed by a council. The mission of the National Museum is to provide heritage resources and an enjoyable experience to all people through quality research, conservation, education and exhibitions. More information about the organisation can be found at [www.nasmus.co.za](http://www.nasmus.co.za)

1. **Purpose and Background**

The Museum is requires survey equipment as specified below;

1. **Specifications of Good(s)**

|  |  |
| --- | --- |
| **Instrument** | **Specifications** |
| EDM  | Leica Builder 500 (505 5") |
| EDM tripod | Leica CTP106 Aluminium Tripod |
| backup EDM batteries | Leica GEB121 NiMH Battery |
| backup data transfer cable | Leica GEV102 Data Transfer Cable |
| backup USB transfer cable | Leica GEV222 USB Transfer Cable |
| backup prism | Leica GMP111-0 Basic Mini Prism |
| car Leica battery charger | Leica GKL112 Battery Charger |
| Nomad handheld computer | Nomad 1050LE, GPS, WiFi, Numeric Keys, Serial Boot |
| Nomad spare battery | Nomad Li-Ion Battery |
| Nomad spare charger | Nomad Spare Battery Charger |
| Nomad car charger | Charger (12 Volt) (all Nomad or Ranger X) |

1. **Compulsory requirements**

The bidder must attach the following documents to the quotation as follows;

* + 1. the bidder must be an active company registered in the Republic of South Africa, and a copy of CIPC registration documents must be attached.
		2. completed, signed and witnessed SBD forms 4, 8 and 9 must be attached.
		3. the bidder must be tax compliant and a copy of a valid tax pin issued by SARS must be attached.
		4. a valid copy of BBBEE certificate or completed and signed BBBEE declaration must be attached.
		5. the bidder must be registered on CSD and CSD supplier report must be attached.
		6. the bidder quotation must be in conformance to the specifications of the Museum.

**NB: Non-compliance to the above compulsory requirements will lead to a disqualification of the bidder, except for non-tax compliant with tax matter which is subject to grace period of at least 7 days that will be provided to a preferred service provider should that service provider is not compliant following bid evaluation.**

**Failure by the preferred bidder to rectify its tax matters to a compliant status within the grace period provided will lead to an automatic disqualification.**

**5 Price and Preference Points Evaluation**

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| --- | --- | --- |
|  | **Preference Points Criteria**  | **Points Allocation** |
| 1 | Price | 80 |
| 2 | Broad – Based Black Economic Empowerment (BBBEE) | 20 |
|  | Total Points | 100 |

1. **Bid Evaluation.**

All bidders will be subject to a two-staged tactical procurement evaluation process as follows;

* 1. the bidder will be evaluated on 100% conformance of the quote to the specifications as issued by the Museum to be eligible for preferential procurement evaluation below;
	2. the bidder will be selected on lowest cost if the lowest cost is a value below R30 000.00 including VAT if applicable, However if the lowest cost is R30 000 and above including VAT, Preferential procurement calculation of 80/20, whereby 80 is for price and 20 points for BBBEE points will then be applied to select a successful bidder.
1. **Price**

The bidder must provider a cost inclusive quotation including VAT if applicable. The financial offer must be provided in the table below;

|  |  |  |  |
| --- | --- | --- | --- |
| **Instrument** | **Specifications** | **Qty** | **Amount incl. VAT** |
| EDM  | Leica Builder 500 (505 5") | 1 |  R\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| EDM tripod | Leica CTP106 Aluminium Tripod | 1 | R\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| backup EDM batteries | Leica GEB121 NiMH Battery | 1 | R\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| backup data transfer cable | Leica GEV102 Data Transfer Cable | 1 | R\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| backup USB transfer cable | Leica GEV222 USB Transfer Cable | 1 | R\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| backup prism | Leica GMP111-0 Basic Mini Prism | 1 | R\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| car Leica battery charger | Leica GKL112 Battery Charger | 1 | R\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Nomad handheld computer | Nomad 1050LE, GPS, WiFi, Numeric Keys, Serial Boot | 1 | R\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Nomad spare battery | Nomad Li-Ion Battery | 1 | R\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Nomad spare charger | Nomad Spare Battery Charger | 1 | R\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Nomad car charger | Charger (12 Volt) (all Nomad or Ranger X) | 1 | R\_\_\_\_\_\_\_\_\_\_\_\_\_ |

 TOTAL COST INC. VAT R\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **BBBEE Assessment**

Preferential procurement calculation 80/20, whereby 80 is for price and 20 points for BBBEE points.

|  |  |
| --- | --- |
|  |  |
| 1 | 20 |
| 2 | 18 |
| 3 | 16 |
| 4 | 14 |
| 5 | 12 |
| 6 | 10 |
| 7 | 8 |
| 8 | 6 |
| Non – contributor | 0 |