

REQUEST FOR QUOTATION

Supplier Name:

GOODS

SERVICE

| | |
|---|---|
| Request for Quotation Number | iLABS/RFQ 2025/26:215 |
| Date Issued: | 17 February 2026 |
| Description of Services/ Goods: | Replace Thatch Roofs & Supply Recycled Plastic Benches at iThemba LABS Cape Town. |
| Closing Date: | 24 February 2026 |
| Closing Time: | 11:00 am |
| Delivery Address: | iThemba LABS, ATT: SCM Department, Old Faure Road, Faure, 7131 |
| Submit RFQ responses to: | Only online submissions will be accepted via e-Tenders. e-Tenders e-submission platform: This link helps for e-submission: https://www.youtube.com/watch?v=x9DDXBTUOAw |
| Date Goods or Service Required: | As soon as possible |
| For More Information (Technical): | Paul Gardiner (pgardiner@ilabs.nrf.ac.za) |
| For More Information (Supply Chain Management): | Lusindiso Buje: scm@tlabs.ac.za |

THE FOLLOWING CONDITIONS WILL APPLY:

- Where quotations/proposals are R 2 000.00 or more, the preferential Procurement System Applicable is 80/20
- Price(s) quoted must be valid for at least sixty (60) days from closing date of the RFQ.
- Price(s) quoted must be firm and must be inclusive of VAT.

PAYMENT CONDITIONS:

- For Any advance payments: A payment guarantee approved by iThemba Labs Finance will be accepted.
- Payment terms are 30 days from date of invoice received date
 - As schedule 3A public entity: Payments terms are 30 days from date of invoices (should you be awarded).
 - Should your conditions differ i.e. shorter payment terms, your organisation will be requested to submit a Payment Guarantee to mitigate all risks.
 - Or shorter payment of 7/14days from delivery date mutually agreed between both parties, **at the time of submitting your pricing proposal.**
- A firm delivery period **must** be indicated.
- Late proposals/quotations / bids will be not be accepted.
- **Submit your B - BBEE Certificate as accredited with SANAS or Sworn affidavit if you are claiming for specific goals.**
- **Bidder / service provider / supplier that fails to provide mandatory RFQ requirements may be disqualified.**
- **Changes made by the / service provider/supplier to the RFQ template and its terms and conditions will not be considered after the closing date and time**
- Provide CSD Summary Report (www.csd.gov.za)
- The attached forms to be completed by the Bidder (where applicable):
 - SBD 4 – Bidder disclose
 - SBD 6.1 – Preference Points Claim (South African Companies Only)
- This request for formal quotation is subject to the Preferential Procurement Policy Framework Act (PPPFA) and The Preferential Procurement Regulations, 2022, **The General Conditions of Contract (GCC and, if applicable, any other special Conditions of Contract.**
 - Joint ventures are eligible to submit tenders provided that:
 1. Every member of the joint venture is registered with the CIDB;
 2. The lead partner has a contractor grading designation in the 1ME or higher class of construction work; or not lower than one level below the required grading designation in the class of works construction works under considerations and possess the required recognition status.
 3. The combined contractor grading designation calculated in accordance with the Construction Development Regulations is equal to or higher than a contract grading designation determined in accordance with sum tendered for a 1ME or higher class of construction work or a value determined in accordance with Regulation 25 (1B) or 25(7A) of the Construction Industry Development Regulations.

REGISTRATION ON THE CENTRAL SUPPLIER DATABASE (CSD):

The bidder must be on the National Treasury's Central Supplier Database in order to do business with the NRF and for the NRF to award a bid and sign the subsequent contract. Registration on the CSD (www.csd.gov.za) is compulsory and bids from unregistered bidders are not considered.

National Treasury Contact Details: +27 (0) 12 406 9222 or email csd.support@treasury.gov.za

SCHEDULE 1 - SPECIFICATION

Introduction to the NRF

The National Research Foundation (“NRF”) is a juristic person established in terms of the National Research Foundation Act, Act 23 of 1998, and a Schedule 3A Public Entity in terms of the Public Finance Management Act. The NRF is the government’s national agency responsible for promoting and supporting research and human capital development through funding researchers, provision of the National Research Platforms, and science outreach platforms/programs to the broader community. The NRF provides these services in all fields of science and technology, including natural science, engineering, social science, and humanities.

The NRF is a schedule 3A entity under the PFMA (Act 29 of 1999), which is required to plan and report on its activities and organizational performance, and which is to be audited by the AGSA on an annual basis. As part of the AGSA audit requirements, the NRF has to collect / document and store details, data and/or information of all persons and activities that form part of its performance record as proof thereof. In terms of this requirement, all persons making use of NRF facilities, platforms, equipment, tools etc., for research and related purposes are required to provide their personal details/data/information as per the template below or other similarly appropriate format. By completing your information in the template/register/record below and appending your signature thereto, you confirm your consent, in line with the Protection of Personal Information Act 4 of 2013, whereby the NRF and any of its business units may process (collect, receive, record, organize, collate, share, store, update, modify, retrieve, alter, consult, use, disseminate, distribute, merge, link, erase or destroy) the personal information you provide within and amongst its business units/functions for the purpose of fulfilling its statutory mandate, public accountability and other regulatory/legal requirements.

Introduction to the Business Unit responsible for this RFQ

iThemba LABS (Laboratory for Accelerator-Based Sciences) is a multi-disciplinary research laboratory based at two sites in the Western Cape and Gauteng respectively, these provide facilities for:

- Basic and applied nuclear physics research using particle beams
- Research Radiation Biophysics
- The supply of accelerator-produced radioactive isotopes for nuclear medicine and research

Evaluation Process

• Evaluation of proposals:

All proposals will be evaluated by Supply Chain Management for administrative compliance, functionality, price and B-BBEE. Based on the results of the evaluation process and upon successful negotiations, iThemba LABS will approve the awarding of the contract to the successful bidder.

• Preference points system:

The 80/20 preference point system will be used where 80 points will be dedicated to price and 20 points to B-BBEE status. “If all bids received are more than R 1 000 000.00, this request is automatically cancelled”.

Subject to section 2(1)(f) of the PPPFA, the contract will be awarded to the tenderer scoring the highest points.

| | |
|-------------------------------|---|
| Name of Supplier: | |
| Address of Supplier: | |
| Contact Person: | |
| Contact Tel: | |
| Email Address: | |
| CSD Supplier Number: | MAAA..... |
| Lead Time for delivery | |
| Currency: | ZAR |
| Payment terms: | 30 days from date of receipt of invoice |

| <u>Administrative Compliance Returnable Documents</u> (M – Mandatory); (O – Optional) | | Submitted | |
|--|----------|------------------------------|-----------------------------|
| Bidders Disclosure (SBD 4), signed and completed. | M | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Preference Points Claimed (SBD 6.1), signed and completed with BBBEE certificate or sworn affidavit (applicable for local bidders). | O | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| (M – Mandatory); (O – Optional) | | Submitted | |
| Pricing completed (or submit an official/formal quotation) | M | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Submission of a Valid (meaning not expired) Letter of good conduct from the Department of Labour (or approved institution) in terms of the Compensation for Occupational Injuries and Diseases Act (COIDA). | M | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Current company profile of thatch repairs or installation completed in the last three (3) years of a similar scope and value. The Projects/Service must include the <u>Value</u> , <u>Duration</u> and <u>Completion Date</u> of the contract. | M | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

Specifications:

The Thatch roofs (14) at various building of the seating areas are dry and require replacing with Cape Thatch reeds. The thatch of the J Block seating area requires replacement. The bidder must include the services of competent experienced staff to execute the work on time with no compromise for poor workmanship.

The supply and delivery of new 6-seater recycled plastic benches.

Failure to comply with safety regulations will not be tolerated.

The quotation for the works must include costs for all equipment, tools, materials, delivery, labour, site establishment, cleaning, consumables and profit to complete the works as specified.

The Heavy-duty benches must conform to the following:

Material: 100% Recycled Plastic Lumber/Wood (HDPE), which is impervious to insects, rot, rust, and splinters.

Heavy Duty Range: extra durability, wider seats and tabletops (1500mm long x 1750mm wide).

Weight: Very heavy (typically 120kg - 130kg range) to prevent theft and withstand strong winds.

Durability Features: UV-stabilized colors to prevent fading, weather-resistant.

The bidder will be required to complete the following:

- Remove all dry Thatch roof covering at 14 seating areas at various building. That roof Diameter 2.6m x 1.6m
- Replace with Cape thatch roof covering at 14 seating areas at various building. Diameter 2.6m x 1.6m
- Remove all dry Thatch roof covering at J Block seating area. Length 5m x 1.9m
- Replace with Cape thatch roof covering at J Block seating area. Length 5m x 1.9m
- Provide all equipment and power tools used to complete the project.
- Remove and disposal of all rubble and waste material to a designated facility fit for purpose.

The bidder will be responsible for final measurements.

The bidder will be fully responsible for meeting all requirements in this document regarding the works.

The bidder must ensure that all work performed and/or equipment used on site complies with the Occupational Health and Safety Act (OHS Act No 85 of 1993)

The bidder must provide a method statement which must be handed to the iThemba LABS SHE manager prior to commencement of work.

Control of work and Quality Assurance

It is an essential element of this contract that the control of the work, the Quality Control and Quality Assurance falls under the direct control of the Contractor. The Quality Control on site must be structured by a person with the required expertise and knowledge to ensure the progress and the quality of the work produced is of a high standard.

Attention to detail is of prime importance. Should the Quality be of an unacceptable standard, the representative of iThemba LABS will stop the Works and **no other work shall continue until the Quality is of an acceptable standard.**

iThemba LABS reserves the right to accept the whole bid/proposal or part of your submitted bid/proposal or accept more than one bid/proposal (in the event of a number of items being offered).

| PRICING SCHEDULE | | | |
|--|-----------------|---------------------------------------|------------------------------|
| Location | Quantity | Price Per item (Incl. VAT) | Total (Incl. VAT) |
| Remove all dry Thatch roof covering at all seating areas. Diameter 2.6m x 1.6m | 14 | R | R |
| Replace with Cape thatch roof covering at 14 seating areas at various building. Diameter 2.6m x 1.6m | 14 | R | R |
| Remove all dry Thatch roof covering at J Block seating area. Length 5m x 3.2m wide x 1.9m | 1 | R | R |
| Replace with Cape thatch roof covering at J Block seating area. Length 5m x 3.2m wide x1.9m | 1 | R | R |
| Remove and disposal of all rubble and waste material to a designated facility fit for purpose. | 1 | R | R |
| The supply and delivery of new heavy duty 6-seater recycled plastic benches. | 4 | R | R |
| TOTAL | | | R |

Heavy duty 6-seater recycled plastic benches – Qty 4



Location – S Block- Qty 1



Location – D Block -Qty 2



Location – TIP Building -Qty 1



Location – MRD Building -Qty 2



Location – J Block Building -Qty 7



Location – J Block Parking area -Qty 1 – 5m long x 3.2m wide x 1.9m



Location – GTS Building -Qty 1 – Diameter 2.6m wide x 1.6m typical



STANDARD BIDDING DOCUMENT (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 |
|-----------|-----------------|---------------------------|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

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.

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 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.
- 3.4 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.
- 3.5 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.
- 3.6 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.

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.

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

STANDARD BIDDING DOCUMENT (SBD) 6.1

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 **To be completed by the organ of state**

a) The applicable preference point system for this tender is the **80/20** preference point system.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

1.4 **To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

| | POINTS |
|--|------------|
| PRICE | 80 |
| SPECIFIC GOALS | 20 |
| Total points for Price and SPECIFIC GOALS | 100 |

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

- (a) “**tender**” means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) “**price**” means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) “**rand value**” means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) “**tender for income-generating contracts**” means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) “**the Act**” means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

80/20

or

90/10

$$Ps = 80 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right) \text{ or}$$

$$Ps = 90 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

A maximum of 80 or 90 points is allocated for price on the following basis:

80/20

or

90/10

$$Ps = 80 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right) \text{ or}$$
$$Ps = 90 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
 - (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
 - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

| The specific goals allocated points in terms of this tender (B-BBEE Status Level of Contributor) | Number of points allocated (90/10 system) (To be completed by the organ of state) | Number of points allocated (80/20 system) (To be completed by the organ of state) | Number of points claimed (90/10 system) (To be completed by the tenderer) | Number of points claimed (80/20 system) (To be completed by the tenderer) |
|--|--|--|--|--|
| 1 | 10 | 20 | | |
| 2 | 9 | 18 | | |
| 3 | 6 | 14 | | |
| 4 | 5 | 12 | | |
| 5 | 4 | 8 | | |
| 6 | 3 | 6 | | |
| 7 | 2 | 4 | | |
| 8 | 1 | 2 | | |
| Non-compliant contributor | 0 | 0 | | |

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

- Partnership/Joint Venture / Consortium
- One-person business/sole proprietor
- Close corporation
- Public Company
- Personal Liability Company
- (Pty) Limited
- Non-Profit Company
- State Owned Company

[TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that

the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution, if deemed necessary.

SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME:

DATE:

ADDRESS:

Note: It is advised that documents be returned in PDF