

BID SPECIFICATION FOR SAIDS CORPORATE UNIFORM CONTRACT

The South African Institute for Drug-Free Sport (SAIDS) is a Schedule 3A (of the Public Finance Management Act (PFMA) Public Entity. SAIDS invites suitably qualified and experienced companies to submit proposals/quotations to manufacture and supply branded corporate clothing and other textiles listed in Annexure A, to the entity for a period of 5 years. The successful bidder will be required to comply with the standards and guidelines as set out by the PFMA and National Treasury (NT) regulations including Instructions and Practice Notes.

The following key guidelines should be adhered to:

1. Textiles, Clothing, Leather and Footwear is a designated sector for local production and content per the Department of Trade, Industry and Competition (DTIC).
Please click on the following link for further information on Industrial procurement per the DTIC:
<http://www.thedtic.gov.za/sectors-and-services-2/industrial-development/industrial-procurement/>

The applicable minimum threshold for local production and content for this sector is 100%.
Therefore all clothing and textiles should be 100% locally produced.

2. An itemised brochure of all items that the bidder is able to supply must be included in the tender/bid pack.
3. All suppliers MUST be able to replenish any clothing and/or textiles, on request within the 5 year contract period.
4. Total costs per item/unit must be indicated in the tender/bid documents with an annual given escalation, from date of commencement of the contract.
5. Any additional costs which may arise within the 5 year period should be considered and clearly stipulated within the tender/bid document.
6. In the event that any alterations or sizes outside of stock profile are required, the winning bidder should be able to accommodate these changes.
7. All selected items will only be approved to be ordered once physical samples have been provided, inspected and approved.
8. Upon placement of an order no more than a 50% deposit of the total cost will be paid until full delivery of goods has been received.

SAIDS BOARD MEMBERS: Dr. E NEMATSWERANI (CHAIRPERSON), Dr. H ADAMS, Ms. D JAMES, Ms. N MAHARAJ, Ms. K MAHLUNGU, Dr. S MANJRA, Dr. H MASHEGO, Ms. M MCKENZIE, Dr. M MUDAU, Dr. S ZULU, Mr. K GALANT (CEO)



9. The quality of clothing and textiles should remain the same throughout the contract period. Failure to comply with this requirement may result in the termination of this contract.
10. SAIDS reserves the right to reject incomplete or unsealed physical tender documents.
11. All additional correspondence relating to this tender will only be exchanged electronically, via email and no other means.
12. The bids will be evaluated using the 80/20 preference points system, where up to 80 points will be allocated for the price and 20 points for specific goals.

The points for price will be calculated out of 80 using the formula as per section 4 of the Preferential Procurement Regulations, 2022 or per attached SBD 6.1.

Our specific goal for this bid is to make use of a service provider who has at least a level 4 contribution for B-BBEE. Points will be allocated as follows for B-BBEE contribution:

- 20 points: persons with disability, 51% black majority ownership, majority female ownership
- 15 points: 51% black majority ownership, majority female ownership
- 10 points: 51% black majority ownership
- 5 points: below 51% black ownership
- All other contribution levels will receive 0 points.
- Non-compliant contributors will **NOT** be considered.

Bidders are expected to indicate their budgeted hours for graphic design and related content/product creation, and quote a fixed price per annum for the 5 years, as well as their rates for any ad-hoc work. All quoted prices are to be inclusive of Value Added Tax (VAT), if applicable.

The following must be included with the bid:

- A company profile.
- Proof of registration with the Central Supplier Database (CSD) i.e. CSD report
- A completed Bidders Disclosure (SBD 4), attached.
- A completed declaration of local production and content (SBD 6 and related annexures, attached).
- Tax Compliance Status Pin
- Evidence for points claimed for specific goals
- A detailed catalogue or brochure of merchandise

Based on an assessment of the bids submitted, a winning bidder will be selected for the supply of clothing and textiles. The advertisement period will run on the e-Tender portal for twenty one (21) days as per minimum requirement by Treasury Regulations.

The contract with the selected supplier is for a period of five (5) years and is expected to commence on the **1st July 2024 until 30th June 2029.**

ADDENDUM ASupply of Corporate Uniforms (not limited to)

ITEM NO.	ITEM	DESCRIPTION	UNIT PRICE (INCL. VAT)	PRICE PER MINIMUM ORDER (INCL. VAT)
1.	HEADWEAR	PEAK CAP SUN HAT BUCKET HAT BEANIE		
2.	ACCESSORIES	SCARF NECKCHIEF TIE		
3.	SHIRTS	GOLF SHIRT T-SHIRT SHORT SLEEVE T-SHIRT LONG SLEEVE T-SHIRT FORMAL MENS LONG SLEEVE SHIRT FORMAL LADIES LONG SLEEVE SHIRT FORMAL MENS SHORT SLEEVE SHIRT FORMAL LADIES SHORT SLEEVE SHIRT FLEECE LONG SLEEVE SWEATER		
4.	HOODIE	PADDED SOFTSHELL FLEECE LIGHTWEIGHT HOODED SWEATER		
5.	KNITWEAR	SLEEVELESS CARDIGAN LONG SLEEVE CARDIGAN		
6.	BODY WARMER	SOFTSHELL FLEECE		
7.	JACKET	STADIUM JACKET LIGHT WEIGHT JACKET RAIN JACKET FORMAL BLAZER BOMBER JACKET SOFTSHELL JACKET INSULATED JACKET FLEECE LINED JACKET WARMWEAR		
8.	PANTS	CARGO PANTS CARGO SHORTS FORMAL CHINOS SKIRT FORMAL DRESS STRETCH PANTS ¾ LADIES PANTS LADIES AND MENS SWEATPANTS		

ADDENDUM A (continued)
Supply of Corporate Uniforms (not limited to)

ITEM NO.	ITEM	DESCRIPTION	UNIT PRICE (INCL. VAT)	PRICE PER MINIMUM ORDER (INCL. VAT)
8.	UMBRELLA PONCHO	BRANDED IN COPRPORTATE COLOURS WITH LOGO'S (X3)		
9.	BAGS	BACKPACK CANVAS WEEKEND SPORTS TROLLEY BAG DOUBLE DECKER BAG TROLLEY BAG TOURNAMENT SPORTS BAG CONFERENCE BAG LAPTOP BAG		