

REQUEST FOR QUOTATION FOR GOODS AND SERVICES



PM

ONDERSTEPOORT BIOLOGICAL PRODUCTS LTD
PRIVATE BAG X7, ONDERSTEPOORT 0110

From: Supply Chain Department
Date: 22 August 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 280/2024/25

Period: 12months

Compulsory Document Requirements	Yes/No
CSD Report (With a Tax Compliant status that is current)	
Declarations SBD4 (Completed, signed & submitted)	
Inspections must be carried out by a “Registered Lift Inspector” who is accredited/ registered by ECSA in terms of the Engineering Profession Act. (Proof to be provided)	
Proof of similar work done to be provided on a reference letters (customers letterhead) not older than 12months.	
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) -letter to be provided with quote	

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: Specific Goal	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.

Quantity	Product/Item Code		Specification			
TO APPOINT A SUPPLIER TO Annual inspection, repair, testing, and certify +/- Lifting Equipment at Onderstepoort Biological Products						
+/-	12 Months Service Level Agreement (SLA) at OBP.		- Inspection, Repair, Testing, and Certification of Lifting Equipment. - Service & testing per unit will be done quarterly for a period of 12 months but they will be carried out over a period of 3 working days.			
EQUIPMENT NAME		Specification	Asset Number	ID Tag (EMU Number)	Area	LOCATION
Chain Block				101-RLB02	BV	
Crawl Beam 2000kg		2000kg, 5 metre		101-RLB05	BV	Block M
Crawl Beam 500kg		500kg, 5 metre		101-RLB06	BV	Block M
Demag PK2 Electric Chain Hoist		500kg		101-BT04	BV	Block M
Crawl Beam 100kg		100kg, 13.5 metres		103-RLB01	BV	Block D&E
Crawl Beam 500kg		500kg, 5.5 metres		103-RLB02	BV	Block D&E
Crawl Beam 1000kg		1000kg, 1.5 metres	06565-8		BV	Block D&E
Crawl Beam 1000kg		1000kg, 1.5 metres	06565-4		BV	Block D&E
Crawl Beam 1000kg		1000kg, 1.5 metres	06565-2		BV	Block D&E
Crawl Beam 1000kg		1000kg, 1.5 metres	06565-1		BV	Block D&E
Crawl Beam 1000kg		1000kg, 1.5 metres		103-RLB03	BV	Block D&E
Crawl Beam 1000kg		1000kg		103-	BV	Block D&E

			RLB04		
Crawl Beam 1000kg	1000kg		103-RLB05	BV	Block D&E
Ele Chain Block 1000kg ser 1226048	1000kg			BV	Block D&E
Verlinde Electric Chain Hoist 500kg	500kg		101-RLB04	BV	Block M
Verlinde Electric Chain Hoist 500kg	500kg			BV	Block M
Verlinde Electric Chain Hoist 500kg	500kg			BV	Block M
Demag PK2 Electric Chain Hoist	500kg		101-BT03	BV	Block M
Crawl Beam 500kg	500kg		101-RLB07	BV	Block M
Atlift Pallet Jack #5	2.5 t			Distribution	Distribution
East Elite Pallet Jack	3 t	10185		Distribution	Distribution
Eye Bolt			103-EB01	Filling room	Filling room
Crawl	1Ton		103-RLB06	Freeze Dry Room	Freeze Dry Room
Crawl			103-CR03	Freeze Dry Room	Freeze Dry Room
Mitubishi Pallet Jack	2.5 t	05175		RM	RM Fomulation lab M2
Atlift Pallet Jack	2.5 t	04324		VP	VP Fomulation lab A2
Lifting Eye Bolt 0.5t	0.5 t			VV	VV Fomulation lab L2
Lifting Eye Bolt					Block D&E
Liu Gong Forklift	463Ton			EMU	EMU
Forklift (Distribution)	1.2 t	07263			
Sterile lifting block & tackle magnetic 0.5t	0.5 t	01270	101-RLB01		E9
Crawl Beam 500kg	0,5 Ton				Block L
Battery Operated Ride On	2Ton	07224		VP	D/E
Battery Operated Fork Lift	1,2Ton	07225		VP	D/E
Pallet Jack (not in use)	2,5 Ton	01944			Distribution
Pallet Jack (down) Red	3 Ton	06469			Stores
Crawl Silver & Blue	2 Ton				Room 5A
Crawl (Load Beam)	1Ton			RM	Raw Material
Chain Block (Electric)	1Ton			RM	Raw Material
Chain hoists x3				EMU	EMU
Hydraulic Lift	2 Ton			EMU	EMU

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

- Inspections must be carried out by a "Registered Lift Inspector" who is accredited/ registered by ECSA in terms of the Engineering Profession Act
- All inspection, testing must be aligned with Authorised Inspection Authority (AIA), QA and QC requirements.
- All labour, materials, parts and components required to affect the necessary repairs or remedial actions to ensure the minimum acceptable safety of every equipment in accordance with the requirements of the Lifting Equipment Regulations of the Occupational Health and Safety Act.
- A Certificate must be issued by the supplier's Authorised Inspection Authority (AIA), which will serve to document the completion and the quality of the work done
- Stickers on equipment/ machine must include the following info: Tested date, Expiry date, Equipment identification.
- A standard hard copy safety file must be submitted before any on-site work commences
- Service providers to engage with department head on a daily basis before proceeding with work
- All work areas to be cleaned and tidied after work is done (no parts, equipment, consumables lying around) House Keeping.
- Correct quotation and competency to deliver.
- Proof of similar work done (reference letters)
- Capital to deliver on the scope
- Minimum 12 months warranty on each equipment.

Additional cost/ work breakdown.

- Attend to any breakdowns and adhoc repairs at SLA agreed rates. Please indicate rates separately on quote submission.
- All additional repairs parts and materials to be supplied and quoted separately.

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 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.

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.

- 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.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder

Terms and Conditions:

- Submission should be no later than (4 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.

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.

- 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