



OUR REF RFQ 20496
ENQUIRIES Prince Hlongwane
TELEPHONE 012 428 6238
DATE 27 January 2022

The Bidder

RFQ 20496 Supply and delivery of Test Chemicals and Materials

Dear Sir/Madam

The South African Bureau of Standards hereby invites you to submit a quotation for the Supply and delivery of Test Chemicals and Materials.

The details of the services are provided in the attached request for Quote RFQ 20496

Please note the following:

- Scope of services specified on page 3
- Closing date specified on page 3
- Signed SABS Procurement terms and conditions
- Returnable documents are
 - **Valid BBBEE certificate(certified)**
 - **Supplier must provide a Central Supplier Database Report (CSD)**
 - The signed RFQ document
 - Detailed information as per specification/requirements and selection criteria

Yours sincerely,

Hleketa P Hlongwane
Procurement Specialist Strategic Sourcing

SOUTH AFRICAN BUREAU OF STANDARDS – Established in terms of Section 2 of the Standards Act, 1945, as amended

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Request for Quotation (RFQ 20496)

The Bidder is requested to supply this quotation, in writing, by the date specified. Should The Bidder foresee any delay in the provision of the quotation or require any assistance or clarification herewith please contact the relevant Procurement Specialist at the abovementioned number.

1. Background

This Request for Quotation (RFQ) serves as an invitation to submit a quotation for the **Supply and delivery of Test Chemicals and Materials** to the South African Bureau of Standards (SABS), in accordance with the SABS Standard Terms and Conditions of which a copy is available on www.sabs.co.za.

2. Confidentiality

This document may not be used for any purpose by the supplier other than for developing their response to it, and all reasonable efforts must be taken by The Bidder to ensure confidentiality of any information provided. This document and any other information of a confidential nature provided to The Bidder during the course of the Request for Quotation (RFQ) process are and will be covered by the non-disclosure agreement to be signed between the SABS and The Bidder.

3. No contract

Bidders shall note that this RFQ does not commit the SABS to any course of action resulting from the receipt of Quotations and the SABS may, at its discretion reject any submission which does not conform to instructions and specifications which are contained herein or select a Bidder based upon its own unique set of criteria. SABS also reserves the right not to select a bidder.

Nothing in this document shall be construed as a contract between the parties and no communication, whether verbal or written, by the SABS personnel or agents during the course of this process shall create such a contract in respect of the requirements specified in this RFQ.

4. No obligation to proceed

The SABS reserves the right to discontinue the RFQ evaluation process at any time and will not be responsible for any losses incurred by the Bidder as a result of discontinuance of the RFQ process.

5. Validity of proposals

The quotation shall remain valid for a period of no less than hundred and twenty 120 days from the submission date.

6. Specification: Supply and delivery of Test Chemicals and Materials

1 PURPOSE OF THIS DOCUMENT

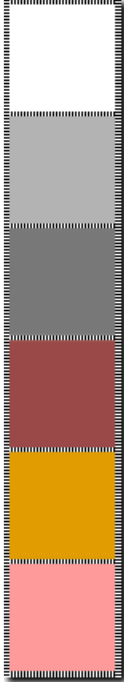
The Appliances laundry test laboratory is obliged to execute performance tests on household clothes washing, tumble dryer, washer-dryer machines following SANS 1695, SANS 50299 and SANS 61121 standards. When performing these testing activities, it is mandatory to have chemicals and materials prescribed in the standards. Thus, only these chemicals are allowed for use during performance tests. The test materials composed of standardized stains test strips, and therefore only these materials are permitted for use during tests. The chemicals have a minimum shelf life of 24 months (2 years) and a maximum of 36 months (3 years). The test materials (stains test strips) have a maximum shelf life of 12 months (1 year). Therefore the test materials present a risk and a challenge due to their costs and short shelf life and cannot be ordered in large quantities. Additionally, the prices of the items are highly dependent on the exchange rate, thus exacerbating the risk. The test materials must be procured on time when needed. These items fall under consumables as they are utilized during each test runs and series. Thus they may be depleted quickly and will have an impact on tests turnaround time. There are only two suppliers of these items in the world, both based in Europe. Therefore it is recommended that it is cost-effective to source the items directly from the supplier.

2 APPLICABLE AND REFERENCE DOCUMENTS

1. SANS 1695 :2016
2. SANS 50229:2010
3. SANS 61121:2015
4. ISO/IEC 17025
5. LSD-SP-6.4

3 REQUIREMENTS

No	Requirement	Detailed description
1.	IEC Standard Detergent Type A*(IEC 60456 reference detergent A*) (HD, phosphate free, low suds) With the test method IEC 60456 being an International Standard, this detergent is the most commonly used standard detergent for appliance testing worldwide. It is also being used in numerous other test protocols for appliance testing. The current 5th edition of IEC 60456 continued to use this detergent, now also being verified to be fit for use in all known washer platforms and for different water hardnesses.	It specified to be distributed and stored in 3 separate parts: • IEC-A* BASE/IEC-P BASE (base powder with enzyme and foam inhibitor) • Sodium Perborate Tetrahydrate, • TAED (bleach activator) See attached Annex B for the detailed specification information for the IEC 60456 reference detergent A*.

No	Requirement	Detailed description
	It is recommended that the three components shall be stored separately and be used within a limited time. The date of manufacture for each component shall be marked by the supplier on the container. The life of each component for detergent A* and the storage conditions shall be as specified by the manufacturer. If no expiry date for the detergent components is specified by the manufacturer, the expiry date is deemed to be one year from the date of manufacture.	
2.	IEC/EN 60456 Stain Test Strips used for washing performance tests.	Stain test strips consist of square pieces with individual soil types measuring (120 ± 5) mm $\times$ (120 ± 5) mm each which are joined together into a strip with the different kinds of soil in the following order:  - Cotton. unsoiled - Sebum/Pigment on Cotton - Soot/Mineral Oil on Cotton - Blood on Cotton - Cocoa (aged) on Cotton - Red Wine (aged) on Cotton To maintain the quality, keep this product vacuum sealed until use and store in a cool (5°C to 10°C) and dark place. Shelf life is 1 year. See attached Annex A for detailed specification information.

7. The quotation must include:

- Delivery to SABS Tank. Groenkloof, Pretoria.
- Material Safety Data Sheet



- Prices should be in South African Rand and be fixed. Where foreign currencies are involved, the bidder should make provision for forward cover.
- Delivery date.

8. Evaluation

Bidders who submitted the quotation as per specification will be evaluated further on 80/20 preference point (BBBEE and Pricing).

9. Closing Date

Responses should be submitted electronically to Prince.Hlongwane@sabs.co.za and Procurement.request@sabs.co.za on or before 03 February 2022 @11:00am. **No late submissions will be accepted.**

10. Contact information

All enquiries regarding this RFQ must be e-mailed to Prince.Hlongwane@sabs.co.za. Do not contact any other SABS personnel regarding this RFQ. Also note that any canvassing by Bidders/Suppliers regarding this RFQ will result in disqualification.

ANNEXURE A - DECLARATION OF INTEREST

1. Any legal person, including persons employed by the state¹, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid (includes an advertised competitive bid, a limited bid, a proposal or written price quotation). In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where-
 - the bidder is employed by the state; and/or
 - the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the bid.

2. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

- 2.1 Full Name of bidder or his or her representative:

.....

- 2.2 Identity Number:.....

¹"State" means –

- (a) any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999);



- (b) any municipality or municipal entity;
- (c) provincial legislature;
- (d) national Assembly or the national Council of provinces; or
- (e) Parliament.

2.3 Position occupied in the Company (director, trustee, shareholder², member):

.....

2.4 Registration number of company, enterprise, close corporation, partnership agreement or trust:

.....

2.5 Tax Reference Number:

2.6 VAT Registration Number:

2.6.1 The names of all directors / trustees / shareholders / members, their individual identity numbers, tax reference numbers and, if applicable, employee / PERSAL numbers must be indicated in paragraph 3

2.7 Are you or any person connected with the bidder presently employed by the state? **YES / NO**

2.7.1 If so, furnish the following particulars:

Name of person / director / trustee / shareholder/ member:

.....

Name of state institution at which you or the person connected to the bidder is employed:

.....

Position occupied in the state institution:

Any other particulars:

.....

.....

.....

2.7.2 If you are presently employed by the state, did you obtain work outside employment in the public sector? **YES / NO**

2.7.2.1 If yes, did you attach proof of such authority to the bid document? **YES / NO**

²“Shareholder” means a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercises control over the enterprise

(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the bid.)

2.7.2.2 If no, furnish reasons for non-submission of such proof:

.....

.....

.....



2.8 Did you or your spouse, or any of the company's directors / trustees / shareholders / members or their spouses conduct business with the state in the previous twelve months? **YES / NO**

2.8.1 If so, furnish particulars:

.....
.....

2.9 Do you, or any person connected with the bidder, have any relationship (family, friend, other) with a person employed by the state who may be involved with the evaluation and or adjudication of this bid? **YES / NO**

2.9.1 If so, furnish particulars

.....
.....

2.10 Are you, or any person connected with the bidder, aware of any relationship (family, friend, other) between any other bidder and any person employed by the state who may be involved with the evaluation and or adjudication of this bid? **YES/NO**

2.10.1 If so, furnish particulars.

.....
.....

2.11 Do you or any of the directors / trustees / shareholders / members of the company have any interest in any other related companies whether or not they are bidding for this contract? **YES/NO**

2.11.1 If so, furnish particulars:

.....
.....

<u>Full Name</u>	<u>Identity Number</u>	<u>Personal Income Tax Reference Number</u>	<u>State Employee Nr / Persal Nr</u>

3 Full details of directors / trustees / members / shareholders.



<u>Full Name</u>	<u>Identity Number</u>	<u>Personal Income Tax Reference Number</u>

4 DECLARATION

I, THE UNDERSIGNED (NAME).....
CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2 and 3 ABOVE IS CORRECT.
I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME SHOULD THIS
DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder

ANNEXURE B

NON DISCLOSURE AGREEMENT: SUPPLY AND DELIVERY OF Test Chemicals and Materials

THIS AGREEMENT is made

BETWEEN

The South African Bureau of Standards (SABS), an Public Entity that continues to exist in terms of section 3 of the Standards Act 2008, whose principle place of business is at 1 Dr Lategan Road, Groenkloof, Pretoria, 0001, South Africa.

AND _____ ("the Supplier") whose registered office is at



(Hereinafter referred to as the “parties”)

WHEREAS in the course of discussions and/or negotiations with the South African Bureau of Standards, the Supplier has received or may receive in future information relating to (RFQ 20496) for the Supply and delivery of Test Chemicals and Materials to South Africa to the South African Bureau of Standards and other related information hereinafter referred to as “Confidential Information”.

In consideration of the Supplier to-which the South African Bureau of Standards or any person affiliated with it, including its subsidiary, agent, representative(s) or such related entity may provide Confidential Information in connection with such discussions and/or negotiations to. Therefore the parties wish to agree as follows:

1. The Supplier will maintain strictly secret and confidential all information relayed or transmitted to it in any manner or form and will not divulge any part of the Confidential Information directly or indirectly to any person, firm or entity (other than such of its employees who have a need to know the Confidential Information for the purposes of fulfilling the Supplier’s obligation to the South African Bureau of Standards.
2. The Supplier shall not make copies of the Confidential Information or otherwise disseminate any of the Confidential Information (except as may be required to fulfil specific obligations towards South African Bureau of Standards) without South African Bureau of Standards express prior written consent.
3. This agreement applies to information whether or not such information is marked as or appears to be confidential and whether or not such information is of commercial use to South African Bureau of Standards or any other party.
4. This agreement shall not apply to information which:-
 - (a) the Supplier can show had been lawfully received by it prior to disclosure under this agreement.
 - (b) is in the public domain or becomes so otherwise than through breach of this agreement;
 - (c) was disclosed to the Supplier by a third party who was under no obligation of confidence in respect thereof;
5. The South African Bureau of Standards retains ownership of Intellectual property rights on all material and processes relating to the service provided for and on its behalf by the supplier.
5. The Supplier shall observe its obligations under this agreement until expiry of a period of 12 months from the date of signature.

IN WITNESS WHEREOF the parties hereto have executed this agreement in duplicate.

Signed at..... on this.....day of2022

On behalf of the South African Bureau of Standards (signature) Prince Hlongwane

Witness 1.



Witness 2.

Signed at..... on this.....day of2022

Signed on behalf of the Supplier, duly authorised thereto..... (signature)

..... (name) (title)

Witness 1.

Witness 2.