

REQUEST FOR QUOTATION

Supplier Name:

GOODS

☒

SERVICE

☐

Request For Quotation Number:	iThemba LABS – iLABS/RFQ 2022/23:42
Date Issued:	13 May 2022
Description:	Supply and commissioning of a handheld scanning and monitoring system to facilitate access and egress control of personnel and assets to and from the facility via the main security gatehouse for a period of 3 years for iThemba LABS, Old Faure
Closing Date:	27 May 2022
Closing Time:	11:00 am
Delivery Address:	iThemba LABS, ATT: SCM Department, Old Faure Road, Faure, 7131
Submit RFQ To:	scm2@tlabs.ac.za
Date Goods or Service Required:	1 st June 2022
For More Information (Technical):	Mr. Philip Beukes / Mr. Ronnie Mentyisi Tel: 021 843 1000 Email: philip@tlabs.ac.za / ronnie@tlabs.ac.za
For More Information (Supply Chain Management):	Ms Khanyisa Maqwara

	Tel: 021 843 1000
	Email: scm2@tlabs.ac.za

THE FOLLOWING CONDITIONS WILL APPLY:

- **Where quotations / proposals are R 30 000.00 or more, preferential Procurement System Applicable: 80/20**
- **Preferential Procurement System Applicable: 80/20**
- **Price(s) quoted must be valid for at least sixty (60) days from date of your offer.**
- Price(s) quoted must be firm and must be inclusive of VAT.
- A firm delivery period must be indicated.
- **Submit your Valid B - BBEE Certificate as accredited with SANAS if you are claiming for Equity/ B - BBEE points, failing which, the B - BEEE claimed will be forfeited or zero points will be allocated.**
- Provide CSD Summary Report (www.csd.gov.za)
- The attached forms to be completed by the Bidder:
 - SBD 4 – Declaration of Interest with Government
 - SBD 6.1 – Preference Points Claim (South African Companies Only)
 - SBD 6.2 – Declaration Certificate for Local Production and Content for Designated Sectors (where applicable)

This request for formal quotation is subject to National Research Foundation Supply Chain Management Policy, The General Conditions of Contract (GCC) and, if applicable, any other special Conditions of Contract. Copy of the GCCs can be downloaded from the following website: <http://www.treasury.gov.za/divisions/ocpo/sc/GeneralConditions>

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 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, the proposal will be cancelled and re-issued.

Supplier Response

Name of Supplier:	
Address of Supplier:	
Contact Person:	
Contact Tel:	
Email Address:	
CSD Supplier Number:	MAAA.....
CSD Unique Registration Reference Number:	
Currency:	ZAR
Lead Time for Delivery:	
Model:	

Administrative Compliance Returnable Documents (M – Mandatory); (O – Optional)	Submitted	
Procurement Invitation (SBD 1), signed and completed.	M	☐ Yes ☐ No
Declaration of Interest with Government (SBD 4), signed and completed.	M	☐ Yes ☐ No
Preference Points Claimed (SBD 6.1), signed and completed with BBBEE certificate or sworn affidavit (applicable for local bidders).	M	☐ Yes ☐ No
(M – Mandatory); (O – Optional)	Submitted	
Pricing completed	M	☐ Yes ☐ No

SPECIFICATIONS:

iThemba LABS requires

PURPOSE

- To streamline and enforce control over elements (personnel or assets) entering and leaving the facility through the use of a digital scanning system which provides immediate detailed reports with the ability to raise alarms in the event that a non-conformance is detected.

DESCRIPTION

The system to be employed should be able to provide the following aspects:

Device:

- Rugged, user-friendly but modern design.
- Handheld PDA sized.
- Wireless Access (Wi-Fi and 4G).
- Nearfield Communication (NFC).
- High Speed Scanning capability.
- Ability to capture accurate data by scanning barcodes and QR Codes (2D Scanning).
- Ability to capture images / photographs with an integrated autofocus camera with flash module.

- Good Battery life (8 - 12 Hour usability between charging periods).
- Rechargeable Battery
- Quotation to include two handheld units (quoted separately)

System must be:

- POPIA (Protection of Personal Information Act) Compliant.
- Optional link to Credit Bureau Institution / Bureau Institution with SAPS database access to allow for instant background checks.
- Ability to red flag and block on identification number (ID) and vehicle registration.
- Personalized Dashboards and reports.
- Ability to alert key personnel of events via SMS or E-Mail notification.
- Ability to record the removal and return of declared assets from the facility and flag a return date for the items not returned in time.
- Use of an Invitation system to facilitate secure but quick access for known personnel / visitors.
- Data / information capturing must be cloud based and accessible 24/7.
- All captured information must be date / time stamped.

ADDITIONAL REQUIREMENTS

- Service provider must be capable of providing an effective and quick device changeover in the event that a device faults out or becomes damaged with no data / information loss.
- Upon acceptance of a successful proposal, the service provider must provide 2 devices and the related “back-end” software and provide training to all required personnel on the use thereof.
- The service provider must be able to provide effective technical assistance on all aspects of the system / device when requested.

Note: No sub-contracting is allowed for this bid.

Pricing Schedule

Supplier Specifications include Model if applicable	Price Per Unit (Incl. VAT)	Total (Incl. VAT)
Year 1		
Years 2		
Year 3		
TOTAL (VAT INCLUSIVE)		

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

By signing this request for order form the supplier offers to supply the goods or service in respect of **RFQ** and **Description** of goods or services

_____, as described in this document.

Signature

Date

Print name: _____
On Behalf of the Supplier (duly authorized)



COMPANY STAMPNote: It is advised that documents be returned in PDF