

ADVERTISEMENT



Invitation to Submit Bids

Bid Number: SAMRC/SCM-PSP4SDCC/2024/05

Appointment of a Panel of Service Providers - Supply & Delivery of Original Cartridges and Consumables for SAMRC Sites

The South African Medical Research Council (SAMRC) invites bids from appropriately experienced, qualified, competent, professional service providers for the Appointment of a Panel of Service Providers - Supply & Delivery of Original Cartridges and Consumables for SAMRC Sites. Service providers to submit proposals for the supply and delivery of quality standard cartridges and consumables within an appropriate lead-time to SAMRC Sites without interruptions. Service provider(s) should have a business branch nearby all regions where SAMRC offices are situated and the address of same should be provided. Service level agreement(s) will be concluded on a competitive open book pricing policy with the supplier(s) who have authorized dealer certificate from the manufacturer/supplier. The successful bidder(s) will be required to render services as per the scope of work detailed in the bid document and be compliant with rules and regulations.

A non-compulsory virtual briefing session will be held at the SAMRC on 12 August 2024 at 11H00. Prospective supplier(s) that wish to attend the briefing session must email their Microsoft Teams credentials to: tenders@mrc.ac.za

Completed bids must be submitted in a sealed envelope bearing the bidder's company name, address, bid description and number, and hand-delivered or mailed to: Medical Research Council, Tender Box No. 2, Francie van Zijl Drive, Parow Valley, Tygerberg, 7580, Western Cape; and must arrive before the closing date and time.

Alternatively, bidder(s) can submit their completed bids proposal with supporting documents through the SAMRC website ([Current Tenders | South African Medical Research Council \(samrc.ac.za\)](https://www.mrc.ac.za/CurrentTenders)) before the closing date and time.

Late, faxed, or e-mailed bids will not be accepted. One (1) original hard copy of the completed bid document and 1 USB flash drive containing full and same tender information as in the hard copy (PDF format) must be submitted. Responsive bids will firstly be evaluated on functionality and thereafter on an 80/20 preference point system in terms of the Preferential Procurement Policy Framework Act (Act 5 of 2000) and Preferential Procurement Regulations, 2022.

Please note that:

- This bid is valid for one hundred and twenty (120) days after the closing date for the submission of bids;
- It is **compulsory** that bidders obtain bid documents, available for downloading on the SAMRC website (<http://www.mrc.ac.za/Tenders/tenders.htm>) from 02 August 2024 to 28 August 2024. No hardcopy bid document will be issued by the SAMRC;
- Bidders must register on the National Treasury's Central Supplier Database (CSD) prior to submitting bids, by login onto <https://secure.csd.gov.za/>. With effect from 1 July 2016, SAMRC may not award any bid to supplier not registered as a prospective supplier on CSD. Submit with this bid your CSD supplier number and unique registration reference number for SAMRC to verify your company's registration on CSD;
- Negotiations for the bid award will only be concluded with the qualifying bidder(s) who is/are registered on the CSD and whom key information outlined in this bid document is in order;
- Bidder(s) are **required** to submit 1 original hard copy document and 1 USB flash drive with full information as per original hard copy (PDF format), as indicated above in this advert;
- The SAMRC is not compelled to accept a lowest or alternative bid, and reserves the right to accept part or the whole of any bid or cancel the bid;
- Bidder(s) must be able to supply all the required items as indicated in the bid specifications;
- Documents and USB flash drives submitted on time by bidders shall not be returned;
- Appointment will be subject to the successful bidder agreeing to sign a service-level agreement with the SAMRC to adhere to the terms and conditions set out in the bid document;
- It is envisaged that SAMRC will conclude a service contract with a successful bidder for a period of 60 months, which may be reviewed annually;

All technical enquiries may be directed in writing to Nokuthula Pasiya (tenders@mrc.ac.za) and any other enquiries related to the bid process may be directed in writing to Supply Chain Management (tenders@mrc.ac.za). The bid number should be quoted in all correspondence. No telephonic enquiries will be responded to.

The closing date and time for the submission of bids is Wednesday, 28 August 2024 at 11H00.