

Request for Quotation (RFQ) for the supply of battery backup enclosures to the CSIR

RFQ No. 5707/01/07/2021

Date of issue	Thursday, 17 June 2021 at 16:30
Closing Date and Time	Thursday, 01 July 2021 (Late submissions will not be considered)
Contact details	For submission of quotations or any other enquiries: tender@csir.co.za

1 INVITATION FOR QUOTATION

Quotations are hereby invited for the supply of battery backup enclosures to the CSIR.

2 QUOTATION REQUIREMENTS

Supply of **Battery Backup Enclosures – Quantity 32**

	Description
Material	Enclosure: Cast aluminium Cover: Cast aluminium, all-round CR cellular rubber cord seal PN: GA 9116.210
Surface finish	Textured paint (grey or black)
Supply includes	Enclosure with cover Cover screws, captive Screws for attaching support rails Screw for connection of the PE conductor
Basic material	Cast aluminium
Dimensions	Width: 202 mm Height: 232 mm Depth: 113 mm
Packs of	1 pc(s)
Weight/pack	2.54 kg



3 Additional requirements

- Warranties and guarantees
- Aftersales support
- Clearly indicate VAT charged where applicable (if not VAT registered please state so clearly)
- Provide valid original or certified B-BBEE certificate issued by SANAS accredited provider or CIPC, or valid sworn affidavit in DTI template.
- Add the brochure to the quotation (quotations without brochures will not be considered)

4 ELIMINATION CRITERIA

4.1 Failure to adhere to the specification requirements of the request for quotation.

- Enclosures must be IP66 rated - Ingress Protection
- Units will be delivered to CSIR campus in Pretoria.
- Delivery must be between 1-4 weeks after issuing of purchase order.

4.2 Submission of quotation after closing date and time

4.3 Submission at the incorrect email address

5 PENALTIES

Should delivery not be received within the stipulated agreed time between both parties, the following financial penalties will be imposed.

1% (One percent) of the quoted amount, excluding VAT, for each day the order is delayed.

This amount will be deducted from the final payment to the supplier.

Example:

Quote (A) = R100 000 (excluding VAT)
 Number of days Late (L) = 10
 Penalty Rate (r) = 1% = 0.01
 Penalty amount = $L * r * A = 10 * (0.01) * 100\,000 = R10\,000$

Thus, supplier will be paid $R100\,000 - R10\,000 = R90\,000$ excluding VAT

6 EVALUATION CRITERIA

- 6.1 Selection of suppliers will be based on the 80/20 preference point system.
- 6.2 Indicate CSD number (National Treasury Central Supplier Database) on quotation. If not registered yet on CSD, use www.csd.gov.za to register.
- 6.3 No order will be issued or no contract will be signed without a valid CSD number.

7 PRICING QUOTATION

- 7.1 Price needs to be provided in South African Rand (excl. VAT), with details on price elements that are subject to escalation and exchange rate fluctuations clearly indicated.
- 7.2 Price should include additional cost elements such as freight, insurance until acceptance, duty where applicable, etc.
- 7.3 Payment will be according to the CSIR Payment Terms and Conditions.

8 OTHER TERMS AND CONDITIONS

- 8.1 The supplier shall under no circumstances offer, promise or make any gift, payment, loan, reward, inducement, benefit or other advantage, which may be construed as being made to solicit any favour, to any CSIR employee or its representatives. Such an act shall constitute a material breach of the Agreement and the CSIR shall be entitled to terminate the Agreement forthwith, without prejudice to any of its rights.
- 8.2 A validity period of 90 days will apply to all quotations except where indicated differently on the quote.

9 No goods and/or services should be delivered to the CSIR without an official CSIR Purchase order. CSIR purchase order number must be quoted on the invoice. Invoices without CSIR purchase order numbers will be returned to supplier.

10 Note: This is not a Purchase Order.

DECLARATION BY TENDERER

Only tenderers who completed the declaration below will be considered for evaluation.

RFQ No:

I hereby undertake to render services described in the attached tendering documents to CSIR in accordance with the requirements and task directives / quotation specifications stipulated in RFQ at the price/s quoted. My offer/s remains binding upon me and open for acceptance by the CSIR during the validity period indicated and calculated from the closing date of the quotation.

I confirm that I am satisfied with regards to the correctness and validity of my quotation; that the price(s) and rate(s) quoted cover all the services specified in the quotation documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.

I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this quotation as the principal liable for the due fulfilment of this quotation.

I declare that I have no participation in any collusive practices with any tenderer or any other person regarding this or any other quotation.

I accept that the CSIR may take appropriate actions, deemed necessary, should there be a conflict of interest or if this declaration proves to be false.

I confirm that I am duly authorised to sign this quotation.

NAME (PRINT)

CAPACITY

SIGNATURE

NAME OF FIRM

DATE

WITNESSES

1

2

DATE: