

## REQUEST FOR QUOTATION FOR GOODS AND SERVICES



PM

**ONDERSTEPSPOORT BIOLOGICAL PRODUCTS LTD  
PRIVATE BAG X7, ONDERSTEPSPOORT 0110**

From: Supply Chain Department  
Date: Feb 10 2025  
Tel: 012 522 1500  
Fax: N/A  
Email: purchasing@obpvaccines.co.za

To:  
Supplier:  
Tel:  
Fax:  
Email:

**Kindly provide the quotation for the following: RFQ/OBP504/2024/25**

<b>Compulsory Document Requirements</b>	<b>Yes/No</b>
CIDB REQUIREMENTS - GB02 to GB04 (Valid CIDB registration to be submitted)	
Project Plan to be submitted	
Proof of similar work done in the past 12 months (with contactable references)	
CSD Report (With a Tax Compliant status that is current)	
Declarations SBD4 (Completed, signed & submitted)	

*Compulsory Sight Briefing Date: Feb 17 2025 11:00:00*

*Address: 100 Soutpan Rd Onderstepoort, Pretoria, 0110*

### **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**

<b>Price / Preference</b>	<b>Weighting percentage</b>
<b>Preference:</b>	<b>20%</b>
<b>Price:</b>	<b>80 %</b>
<b>Total must equal:</b>	<b>100%</b>

<b>OBP Onderstepoort Biological Products will award preference points as follows: Specific Goal</b>	<b>Points</b>	<b>Evidence required</b>	<b>Yes/No</b>
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.	
<b>Total points</b>	<b>20</b>		

**NB: Please note that if any of the above requirements is not submitted with the quote it will be an immediate disqualification.**

**TO APPOINT A SUPPLIER TO PROVIDE THE FOLLOWING ITEM/S OR SERVICE AS PER SCOPE BELOW.**

<b>Quantity</b>	<b>Product/Item Code</b>	<b>Specification</b>
105 m1	Supply and install new coldroom floor and tie in with existing coldroom panel walls	Supply and install new coldroom floor and tie in with existing coldroom panel walls
105 m2	Remove existing elevated floor in the coldroom	Remove existing elevated floor in the coldroom
1 each	Supply and install sliding door	Supply and install sliding door (1400mm x 1800mm)
1 each	Supply and install air curtain	Supply and install air curtain (2000mm long)
2 each	Install aluminium doors with glass panel	Install aluminium doors with glass panel (2790mm x 850mm)
7 Each	Install aluminium doors with glass panel	Install aluminium doors with glass panel (2000mm x 850mm)
1 Each	Remove existing doors	Remove existing doors (2790mm x 850mm)
6 Each	Remove existing doors	Remove existing doors (2000mm x 850mm)
50 m2	Install new ISO panels (Lab grade ISO Panels)	Install new ISO panels (Lab grade ISO Panels)
30 m2	Remove existing drywall	Remove existing drywall
50 m2	Prepare and paint ceiling	Prepare and paint ceiling
1010 m2	Prepare and paint wall (colour to match existing)	Prepare and paint wall (colour to match existing)
1000 m2	Prepare and paint floors with Epoxy floor resin-rich for laboratory and cleanroom hygiene requirements	Prepare and paint floors with Epoxy floor resin-rich for laboratory and cleanroom hygiene requirements (Restricts the growth of microorganisms, epoxy flooring should be trowelled over the floor and up the wall slightly to form a cove base, removing any crevices where unwanted substances and particles can hide)

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

- To renovate the packaging department as follows

- Painting of walls
- Epoxying of floors using laboratory approved epoxy (Data sheet to be supplied during RFQ stage)
- Laboratory approved ISO panels installations
- Door installation

- Air curtain installation

Full PPE during site brief

- otherwise access will be denied.

## **Government Procurement: all quotations of goods and services are subject to the General conditions of Contract July 2010**

### **Requirements from SCM department:**

- All bidders MUST register their company (in advance) on the NEW OBP's E-Procurement portal, the link can be found on the official OBP website under supply chain.
- Once bidders account registration is approved by the OBP Supply Chain, login credentials will be supplied, whereby bidders will be able to login and apply for opportunities.
- All open opportunities will reflect on the portal for bidders to part take in.
- All required company documents, proposed submissions or additional requirements MUST be uploaded with your bid application.
- Any additional questions or Queries can be directed via email ([purchasing@obpvaccines.co.za](mailto:purchasing@obpvaccines.co.za)) or telephone (012 522 1500), note NO SUBMISSIONS WILL BE ACCEPTED via EMAIL.
- OBP reserves the right to cancel or re-advertise RFQ's (Request for quotes).

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 interest<sup>1</sup> in the enterprise,

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<sup>1</sup> 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

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.
- 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 consortium<sup>2</sup> will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements, or

\_\_\_\_\_ of the enterprise.

<sup>2</sup> 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.

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 **(Feb 24 2025 15:00:00)**
- 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.
- Quotation must be on a company letter head and **strictly** on a PDF format **(Quotations sent on Word or Excel format will not be accepted.)**
- Supplier must register on or before any submission can be done , supplier number will be allocated to supplier.
- Submission and Quotations must be done online with all attachments required to be uploaded : any queries can be send to [purchasing@obpvaccines.co.za](mailto:purchasing@obpvaccines.co.za)
- **If no reply after 14 days of closing date your RFQ was unsuccessfully.**
- 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*
- **Government Procurement: all quotations of goods and services are subject to the General conditions of Contract July 2010**

*I agree that the offer herein shall remain binding upon me and open for acceptance by OBP during the validity period indicated.*

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Signature

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Date

<b>CIDB REQUIREMENTS</b>				
<b>Grading Required</b>				
<b>CRS Number</b>	<b>Status</b>	<b>Grading</b>	<b>Expiry Date</b>	
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<b>Register with CIDB: must submit proof of CIDB account is active</b>				
<ul style="list-style-type: none"> <li><i>It is estimated that tenderers must have a cidb contractor grading designation of .... or ..... or higher...</i></li> </ul>				
<ul style="list-style-type: none"> <li><i>It is estimated that tenderers must have a cidb contractor grading designation of ..... or .....* or higher. .... or .....** potentially emerging enterprises who satisfy criteria stated in the Tender Data may submit tender offers.</i></li> </ul>				
<b>C.2.1 Only those tenderers who are registered with the cidb or are capable of being so prior to the evaluation of submissions, in a contractor grading designation equal to or higher than a contractor grading designation determined in accordance with the sum tendered, or a value determined in accordance with Regulation 25 (1B) or 25(7A) of the Construction Industry Development Regulations, for a .... Or .....*. class of construction work, are eligible to have their tenders evaluated.</b>				
<b>Every member of the joint venture is registered with the cidb;</b> <ol style="list-style-type: none"> <li><b>the lead partner has a contractor grading designation in the ..... or .....* class of construction work; or not lower than one level below the required grading designation in the class of works construction works under considerations and possess the required recognition status.</b></li> <li><b>the combined contractor grading designation calculated in accordance with the Construction Industry Development Regulations is equal to or higher than a contractor grading designation determined in accordance with the sum tendered for a or ....* class of construction work or a value determined</b></li> </ol>				

**in accordance with Regulation 25 (1B) or 25(7A) of the Construction Industry Development Regulations.**

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ITEM NO	DESCRIPTION	UNIT	Quantities	RATE	AMOUNT
			Original		
1.	<b>SECTION 1:</b>				
1.1	Contractor's initial obligation in respect to the Occupational Health and Safety Act and Construction Regulations, including the preparation of a Health & Safety Plan.	Sum	1,00		
<b>TOTAL CARRIED FORWARD</b>					
<b>BROUGHT FORWARD</b>					
2	<b>SECTION 2:</b>				
2.1	Prepare and paint floors with Epoxy floor resin-rich for laboratory and cleanroom hygiene requirements (Restricts the growth of microorganisms, epoxy flooring should be trowelled over the floor and up the wall slightly to form a cove base, removing any crevices where unwanted substances and particles can hide)	m²	1 000,00		
2.2	Prepare and paint wall (colour to match existing)	m²	1 010,00		
2.3	Prepare and paint ceiling	m²	50,00		
2.3	Remove existing drywall	m²	30,00		
2.5	Install new ISO panels (Lab grade ISO Panels)	m²	50,00		
2.6	Remove existing doors (2000mm x 850mm)	No	6,00		
2.7	Remove existing doors (2790mm x 850mm)	No	1,00		
2.8	Install aluminium doors with glass panel (2000mm x 850mm)	No	7,00		
2.9	Install aluminium doors with glass panel (2790mm x 850mm)	No	2,00		
2.10	Supply and install air curtain (2000mm long)	No	1,00		
2.11	Supply and install sliding door (1400mm x 1800mm)	No	1,00		
2.12	Remove existing elevated floor in the coldroom	m²	105,00		
2.13	Supply and install new coldroom floor and tie in with existing coldroom panel walls	m²	105,00		
<b>GRAND TOTAL BROUGHT FORWARD</b>					
				<b>VAT 15%</b>	
				<b>GRAND TOTAL</b>	