

REQUEST FOR QUOTATION FOR GOODS AND SERVICES



PM

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

From: Supply Chain Department
Date: Mar 06 2026
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/OBP409/2025/26

| Compulsory Document Requirements | Yes/No |
|---|---------------|
| Provide proof of previous supply for the items being requested or similar in the past 24 months (stamped Invoices or delivery note or reference letters). must be a minimum of 2 | |
| South African Companies should provide a CSD Report that isn't older than 2 month, that shows that the service provider is registered/active and tax compliant. Foreign /International companies must complete SBD1(To be requested purchasing@obpvaccines.co.za) | |
| SBD4 Bidders Disclosure - All suppliers MUST Complete, sign & submit the SBD4 declaration with their bid application. | |

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

| Price / Preference | Weighting percentage |
|--------------------------|----------------------|
| Preference: | 20% |
| Price: | 80 % |
| Total must equal: | 100% |

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

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.

| Quantity | Product/Item Code | Specification |
|------------|----------------------------|----------------------------|
| 20000 EACH | Black Quater 100ml Inserts | See attached specification |

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

-

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) 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 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 |
|-----------|-----------------|---------------------------|
| | | |
| | | |
| | | |
| | | |

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.

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.

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.
- 3.5 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 **(Mar 10 2026 16:00:00)**
- 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.

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.

- Submission and Quotations must be done online with all attachments required to be uploaded : any queries can be send to 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 complaint*
- **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.

Signature

Date


BOTULISM / BLACK QUARTER VACCINE

OBP

PACKAGE INSERT SUPPLIER SPECIFICATIONS ITEM CODE : PI 1056

VP

1. Specification Details

| REQUIREMENTS | SPECIFICATIONS |
|--|--|
| 1. Material of construction | 60 gsm Typek Bond. |
| 2. Package insert dimensions | 190 mm (L) x 130mm (W) ($\pm 1,0$ mm) |
| 3. Package insert dimensions when folded | 32 mm (L) X 130 mm (W) ($\pm 1,0$ mm) |
| 4. Number of folds | 3 fold position |
| 5. Fiber direction | Fiber direction must be as per drawing . |
| 6. Thickness | 55 micron (52 - 60 micron) |
| 7. Paper colour | Surface is uncoated and white in colour |
| 8. Colour | Process Black |
| 9. Bar coding | Product bar code to be affixed on the top of the packaging insert as per drawing . |
| 10. Bar code |  |
| 11. Namibian Registration number | V01/24.4/161 |
| 12. Suppliers identification | The supplier company identification must be indicated on the bottom of the packaging insert. |
| 13. Packaging Insert reference, and edition number | The PI reference number and edition number must be printed on the bottom of the packaging Insert on both sides. |
| 14. Packing requirements | Each bundle of package inserts consists of 300 leaflets that is wrapped with paper finally packed into a shipper. |
| 15. Inner box | <i>The inner boxes of leaflets must have labels with supplier name, insert package name, batch details and the quantity of the leaflets inside the inner box. The leaflets must be packed OR grouped into 50's inside the inner boxes.</i> |
| 16. Packed shipper requirements | The shipper must have a label with <ul style="list-style-type: none">• the Supplier name;• Supplier address;• Packaging insert / product name;• order number;• batch number• the quantity; and The shipper must have a printed sample of the Packaging insert attached to the outside of the box as a quick reference |
| 17. Certificate of Conformance (C of C) | All consignments must have a Certificate of Conformance (C of C) containing the following: <ul style="list-style-type: none">• Must be on company letter head;• State the batch number; |

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PACKAGE INSERT

SUPPLIER SPECIFICATIONS

ITEM CODE : PI 1056

VP

| | |
|--------------------------------|--|
| | <ul style="list-style-type: none">• Name of packaging insert printed and Packaging insert reference number;• Provide specifications and suppliers results of in house test of product;• Must indicate compliance with OBP's specification requirements and use same terminology; and• Results of supplier in-process tests. |
| 18. Quality Assurance Approval | <ul style="list-style-type: none">• Before initial printing the supplier must provide OBP Q.A department a transparent template of the printing positive to be used for proof reading |

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BOTULISM / BLACK QUARTER VACCINE

**PACKAGE INSERT
SUPPLIER SPECIFICATIONS**

ITEM CODE : PI 1056

VP

DRAWING

FOLDED LEAFLET VIEW

MINIMUM

SPREAD AREA
FOLD DIRECTION

a-2

13

B (+0,3)
0

a (+0,3)
0

NOTE: QUANDO RICHIESTO, IL CODICE A BARRE DEVE SEMPRE ESSERE IMPRESSO SU COME PROSPETTO, ANCHE IN PRIMA. NOTE: WHEN REQUESTED, THE BAR CODE HAS ALWAYS TO BE PRINTED ON EVERY LEAFLET, ON THE LEAFLET FOR TESTS TOO.

| | | |
|-----------------------|------------------------|------------------------|
| N°=3 Code Position | N°=4 Code Position | N°=6 Code Position |
| N°=8 Code Position | N°=12 Code Position | N°=16 Code Position |

THE FIBER DIRECTION MUST BE AS SHOWN. THE LEAFLET'S LIMPIDATION MAKES EASIER THE CHANGE-OVER OF THE SIZES. DIFFERENT LEAFLET SIZES CAN BE USED BUT THEY MUST BE WITHIN THE MIN. AND MAX. LIMITS.

Material: wood free matt. glazed thin printing paper
 Paper weight: 90 gr./mq. (min. 40 gr./mq. - max. 80 gr./mq.)
 Thickness (DIN 53105 Part. 1): 55 micron (min. 52 micron - max. 100 micron)
 Brightness: DIN 53145 Parte 2: 75
 Opacity: 75
 Luminance (CIEA-Gelgy scale): 6
 Paper humidity in % at room temperature of 20° C from 46 % to 56 %

Appendix 1
Packaging Insert
Edition 01



| | |
|----|-----|
| a | B |
| 32 | 130 |

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BOTULISM / BLACK QUARTER VACCINE**PACKAGE INSERT
SUPPLIER SPECIFICATIONS
ITEM CODE : PI 1056**

VP

1. ARTWORK

| | | |
|------|---|--|
| 30mm |  <p>ONDERSTEPOORT BIOLOGICAL PRODUCTS</p> | <p>For animal use only</p> <p>COMBINED BOTULISM / BLACK QUARTER VACCINE</p>  |
| | | Reg. No. G 1347 (Act 36/1947) Namibia: V01/24.4/161 |
| 32mm | <p>Formalinised, aluminium hydroxide gel adsorbed toxoid of <i>Clostridium botulinum</i> types C & D and anaculture of <i>Clostridium chauvoei</i> for the immunisation of cattle against lamsiekte (botulism) and blackquarter.</p> <p>Store the vaccine at a temperature of 4 °C to 8 °C, in a refrigerator. Do not use the vaccine after the expiry date printed on the bottle.</p> <div style="border: 1px solid black; padding: 2px; width: fit-content; margin: 0 auto;">2 to 8</div> | |
| | <p>RECOMMENDATIONS FOR USE Calves should be immunised before they are weaned i.e. at the age of 4 to 5 months and a second injection must be administered 4 to 6 weeks later. After these two initial injections every animal should receive a single annual booster injection.</p> | |
| 32mm | <p>WARNINGS Do not slaughter animals for human consumption within 21 days of vaccination. Vaccinate healthy animals only. Keep out of reach of children, uninformed persons and animals. Despite all possible precautionary measures, the absolute safety of this vaccine can unfortunately not be guaranteed in all animals. Occasional animals, on certain farms, may show shock reactions shortly after injection of the vaccine. Users of the vaccines are therefore advised to first inject a number of young animals and observe them for one hour. Should they show no adverse reactions the rest of the herd may be immunised. Although this product has been extensively tested under a large variety of conditions, failure thereof may ensue as a result of a wide range of reasons. If this is suspected, seek veterinary advice and notify the registration holder.</p> | |
| 32mm | <p>DIRECTIONS FOR USE Use only as directed. Sterilise syringes and needles by boiling in water for at least 15 minutes. Do not use disinfectants or methylated spirits for sterilising either syringes or needles. Use a separate needle for each animal. Shake the bottle well each time before filling the syringe. Avoid exposure to high temperatures and direct sunlight during inoculation.</p> | |
| 32mm | <p>DOSAGE: Cattle: 2 ml subcutaneously</p> <p>EFFECTS OF THE VACCINE There is practically no reaction following vaccination although a small local swelling may occur at the site of inoculation. In animals immunised for the first time, immunity develops two weeks after the second injection. Immunity cannot be guaranteed in all animals.</p> | |
| 32mm | <p>PACKING Available in bottles of 25 and 50 doses.</p> | |
| | <p>Registration holder: Onderstepoort Biological Products SOC Ltd, Co. Reg. No. 2000/022686/06 Private Bag X07, Onderstepoort, 0110. Tel: +27 (0) 12 522 1500, Fax: +27 (0) 12 522 1591 Made in South Africa</p> | <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Lomar Printers</p> <div style="border: 1px solid black; padding: 2px; width: fit-content; margin: 0 auto;">7</div> <p>P1056 Edition 6</p> |

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BOTULISM / BLACK QUARTER VACCINE
PACKAGE INSERT
SUPPLIER SPECIFICATIONS
ITEM CODE : PI 1056

VP

30mm



Slegs vir dieregebruik

GEKOMBINEERDE
LAMSIEKTE / SPONSSIEKTE
ENTSTOF

Reg. Nr. G 1347 (Wet 36/1947) Namibië: V01/24.4/161

32mm

Geformaliseerde, aluminiumhidroksied gel geadsorbeerde toksoid van *Clostridium botulinum* tipe C & D en anakultuur van *Clostridium chauvoei* vir die immunisering van beeste teen lamsiekte en sponsiekte.

Bewaar die entstof by 'n temperatuur van 4 °C tot 8 °C, in 'n yskas. Moet nie die entstof na die vervaldatum wat op die bottel gedruk is gebruik nie.

2

AANBEVELINGS VIR GEBRUIK

Kalwers moet geënt word voordat hulle gespeen word, d.w.s. op die ouderdom van 4 tot 5 maande en 'n tweede inspuiting moet 4 tot 6 weke na die eerste inspuiting toegedien word. Alle diere wat die twee inspuitings ontvang het moet daarna jaarliks 'n enkele versterkingsinspuiting ontvang.

32mm

WAARSKUWINGS

Moet nie diere binne 21 dae na inenting vir menslike verbruik slag nie. Slegs gesonde diere moet ingeënt word. Hou buite bereik van kinders, oningeligte persone en diere. Ten spyte van alle moontlike voorsorgmaatreëls kan die absolute veiligheid van hierdie entstof ongelukkig nie in alle diere gewaarborg word nie. Enkele diere, op bepaalde plase, mag na toediening van 'n entstof skokreaksies toon. U word dus versoek om, wanneer entstof gebruik word, eers 'n paar jong diere in te ent en vir een uur dop te hou. Indien hulle geen reaksie toon nie, kan daar met die inenting van die res van die kudde voortgegaan word. Alhoewel hierdie produk breedvoerig onder 'n wye verskeidenheid van toestande getoets is, mag dit faal as gevolg van verskeie redes. Indien dit vermoed word, raadpleeg 'n veearts en verwittig die registrasiehouer.

32mm

GEBRUIKSAANWYSINGS

Gebruik slegs soos voorgeskryf.

Steriliseer spuite en naalde deur dit vir ten minste 15 minute in water te kook. Moet nie ontsmettingsmiddels of brandspiritus gebruik om spuite en naalde te steriliseer nie. Gebruik 'n afsonderlike naald vir elke dier. Skud die bottel goed elke keer voordat die spuit volgetrek word. Vermyn blootstelling aan hoë temperature en direkte sonlig gedurende inenting.

32mm

DOSIS:

Beeste: 2 ml onderhuids

UITWERKING VAN DIE ENTSTOF

Feitlik geen reaksie word veroorsaak nie, maar 'n klein plaaslike swelsel mag voorkom op die plek waar die entstof toegedien is. Immuniteit word ongeveer twee weke na die tweede inspuiting, waar diere vir die eerste keer geïmmuniseer word bereik. Immuniteit kan egter nie in alle diere gewaarborg word nie.

VERPAKKING

Beskikbaar in bottels van 25 en 50 dosisse.

32mm

Registrasiehouer:

Onderstepoort Biologiese Produkte MSB Bpk, Mpy. Reg. Nr. 2000/022686/06

Privaatsak X07, Onderstepoort, 0110. Tel: +27 (0) 12 522 1500, Faks: +27 (0) 12 522 1591

Vervaardig in Suid-Afrika

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