

REQUEST FOR QUOTATION FOR GOODS AND SERVICES



PM

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

From: Supply Chain Department
Date: Nov 11 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/OBP243/2025/26

Compulsory Document Requirements	Yes/No
Provide two (2) reference letters of previous work done as per the below terms of reference or similar work done in the past 36 months.	
Provide the specifications/ data sheet/ catalogue of the epoxy to be provided or used if awarded.	
Compulsory site briefing to be attend, at OBP Offices (100 Old Soutpan Road, Onderstepoort, 0110). Must be there before or on time as stipulated on the document and wear PPE clothing before entering the premises.	
<p>SOUTH AFRICAN BIDDERS: Must be registered on CSD (active status) and provide a CSD report not older than 2 months (using the RFQ closing date).</p> <p>INTERNATIONAL BIDDERS: Wishing to bid must request an SBD 1 from the Procurement department (purchasing@obpvaccines.co.za) document to accompany with bid application.</p>	
CIDB REQUIREMENTS - Minimum Grade of 01 GB (Valid CIDB registration to be submitted)	
SBD4 Bidders Disclosure - All suppliers MUST Complete, sign & submit the SBD4 declaration with their bid application.	

*Compulsory Sight Briefing Date: Nov 18 2025 10:00:00
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

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
1 ea	General & Overheads	Transportation, consultations etc
405 square meter	Finishing & Curing	Allow for curing period, protection from traffic & dust
1 ea	Labour & Equipment	Skilled labour for epoxy application Tool hire (grinders, mixers, rollers, protective gear, etc)
405 square meter	Epoxy Flooring System	Supply and apply 2 coats of solvent-free, self-levelling epoxy 3mm thick) Add non-slip aggregate (optional, if required)
405 square meter	Primer Application	Supply and apply epoxy primer coat (1-component, high-adhesive type)
405 square meter	Surface Preparation	Cleaning of surface – removal of dust, oil, grease, containments Grinding/scraping of floor surface to create key for epoxy bonding Crack and joint repair (epoxy filler and sealant)

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

- the awarded bidder is required to submit a Safety file before the commencement any of

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

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.

3.5 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

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.

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 **(Nov 25 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
- **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.

_____	_____
Signature	Date

CIDB REQUIREMENTS

Grading Required

CRS Number	Status	Grading	Expiry Date
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Register with CIDB: must submit proof of CIDB account is active

- *It is estimated that tenderers must have a CIDB contractor grading designation of 1GB or higher...*
- *It is estimated that tenderers must have a CIDB contractor grading designation of 1GB or higher... potentially emerging enterprises who satisfy criteria stated in the Tender Data may submit tender offers.*

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 GB class of construction work, are eligible to have their tenders evaluated.

Every member of the joint venture is registered with the CIDB;

- 2. the lead partner has a contractor grading designation in the GB 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.**
- 3. 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 GB class of construction work or a value determined in accordance with Regulation 25 (1B) or 25(7A) of the Construction Industry Development Regulations.**

TERMS OF REFERENCE

This project involves the **supply and installation of a 3mm-thick self-levelling epoxy floor coating** on an existing smooth concrete surface with a total coverage area of **405 square metres**.

The work includes **surface preparation, priming, epoxy coating, curing, finishing, and cleanup**, all in accordance with standard construction and safety practices.

1. Scope of Work Components

1.1 Site Preparation

- Conduct site inspection and assess concrete condition for cracks, oil stains, or unevenness.
- Protect adjacent surfaces, walls, and structures using masking tape or plastic sheeting.
- Ensure adequate ventilation for indoor environments during installation.
- Clean the entire 405 m² floor using industrial vacuum and detergent to remove dust, grease, and debris.
- Mechanically grind the surface with diamond grinders to create a bonding profile for epoxy adhesion.
- Repair any cracks, joints, or holes with epoxy filler and sealant.
- Ensure surface moisture content is below 4% before primer application.

1.2 Primer Application

- Apply one uniform coat of high-adhesion epoxy primer using rollers and squeegees.
- Allow primer to cure for **6–8 hours** or as recommended by the manufacturer.
- Inspect surface for complete coverage before proceeding.

1.3 Epoxy Floor Application

- Mix and apply a **two-component, solvent-free, self-levelling epoxy system** to a 3mm thickness.
- Spread evenly using a notched trowel and finish with spike rollers to eliminate bubbles.
- Optionally broadcast non-slip aggregate (silica sand) where anti-slip properties are required.
- Allow to cure for **24–48 hours** depending on site temperature and humidity.

1.4 Finishing and Curing

- Inspect surface for defects, pinholes, or uneven coating.
- Allow for curing and protect the area from traffic, dust, or moisture during this period.
- Conduct a final inspection with the client before handover.

2. Materials and Equipment

- **Materials:**
 - High-quality epoxy primer and self-levelling epoxy resin (3mm thickness).
 - Non-slip aggregate (optional).
 - Epoxy fillers and sealants for cracks.
- **Equipment:**
 - Industrial grinders, mixers, rollers, protective gear, and trowels.
 - Moisture meters and cleaning tools.
 - Not limited to the above mentioned equipment

4. Labour and Tools

- Skilled epoxy applicators and labourers for surface preparation and coating.
- Hire of mechanical grinders, mixing equipment, rollers, and safety PPE.
- Labour cost includes setup, cleanup, and handling of all epoxy materials.

5. Quality Control and Standards

- Workmanship to comply with **SANS 10400 Building Regulations** and **manufacturer's product data sheets**.
- Each coating layer to be inspected for uniformity, adhesion, and coverage.
- Non-conforming areas to be repaired before handover.

6. Health and Safety

- Workers to wear full PPE: gloves, goggles, respirators, and safety boots.
- Maintain proper ventilation in enclosed spaces.
- Follow COSHH (Control of Substances Hazardous to Health) standards for epoxy handling and etc.

7. Mandatory

CIDB Grade - 1GB

compulsory brief session to be attended

Provide the specifications/ data sheet/ catalogue of the epoxy to be provide.

Provide two (2) reference letters of previous work done as per the below terms of reference or similar work done in the past 36 months.