



***Request for Quotation (RFQ) for the once-off supply of a 9 Litters Bench Top Freeze dryer to be delivered at CSIR Pretoria, Building 18C at Bioprocessing Development Labs***

***Request for Quotation (RFQ) No: 5756/15/10/2021***

Date of issue:	Friday, 01 October 2021
Closing Date and Time:	Friday, 15 October 2021 at 16:30
Contact details:	For submission of quotations or any other enquiries: Email: <a href="mailto:tender@csir.co.za">tender@csir.co.za</a> <i>(Please use RFQ No. as subject reference)</i>

## 1 INVITATION FOR QUOTATION

Quotations are hereby invited for the once-off supply, of a 9 litters Benchtop Freeze Dryer

## 2 QUOTATION REQUIREMENTS

The supplier is required to quote on a Freeze dryer that meets the following specifications:

- A total condenser capacity of 9 litters or more and with a depth of less than 75cm
- Condenser temperature of at least -50 °C
- Auto defrost abilities
- Standard control and data trending
- Environmentally compliant refrigerants
- Pressure control, pressure in the range of 640 Torr to 0 Torr
- Vacuum pump including the cords tubing and oil mist required
- Adaptor plate (drum manifold) for connection of 12 flasks with the required silicone reducer/ adaptor, ideally with Quick seal valves. All the required connections for the flasks to be connected.
- 12x 600 mL wide mouth flasks with required O-rings
- Stainless steel shelf rack, ideally 3 shelves, to use with adaptor plate (drum manifold). Shelf dimensions to be specified.

- Power supply with South African plug
- Delivery within 8 weeks
- No upfront payment or deposit request

### 3 EVALUATION CRITERIA

- 3.1 Selection of suppliers will be based on the 80/20 preference point system.
- 3.2 No B-BBEE status will equal zero points (RSA suppliers only). Please submit valid BBEE certificate or sworn affidavit.
- **Only the following documents shall be accepted as proof of a bidder's B-BBEE Status level of contributor:**
    - B-BBEE Certificates issued by an accredited verification agency and bearing a SANAS logo
    - Sworn affidavits
    - Dtic issued sworn affidavit / BEE certificate
- 3.3 Indicate CSD number (National Treasury Central Supplier Database) on quotation. If not registered yet on CSD, use [www.csd.gov.za](http://www.csd.gov.za) to register. *(Please ensure that tax status is updated on CSD)*
- 3.4 No order will be issued or no contract will be signed without a valid CSD number.

### 4 ELIMINATION CRITERIA

Suppliers will be disqualified under the following conditions:

- Late submission;
- Quotation submitted at wrong location or email address (***Quote must submitted via email to [tender@csir.co.za](mailto:tender@csir.co.za) before the closing date and time***);

### 5 PRICING QUOTATION

- 5.1 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.
- 5.2 Price should include additional cost elements such as freight, insurance until acceptance, duty where applicable, etc.
- 5.3 Payment will be according to the CSIR Payment Terms and Conditions.

## **6 OTHER TERMS AND CONDITIONS**

- 6.1 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.
- 6.2 A validity period of 120 days will apply to all quotations except where indicated differently on the quote.
- 7 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.**

**Note: This is not a Purchase Order.**

### **ANNEXURE A – SBD 1 FORM**

**(Form must be completed and sent back with the quotation)**

**DECLARATION BY TENDERER**

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

**RFQ No 5756/15/10/2021**

I hereby undertake to render services described in the attached tendering documents to CSIR in accordance with the requirements and task directives / proposal specifications stipulated in RFQ No 5756/15/10/2021 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 proposal.

I confirm that I am satisfied with regards to the correctness and validity of my proposal; that the price(s) and rate(s) quoted cover all the services specified in the proposal 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 proposal as the principal liable for the due fulfilment of this proposal.

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

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 proposal.

NAME (PRINT) .....

CAPACITY .....

SIGNATURE .....

NAME OF FIRM .....

DATE .....

<b>WITNESSES</b>
1.....
2.....
Date.....