



**Request for Quotation (RFQ) for the Supply, Installation and Commissioning
of New Gas Lines and Reticulation System at the CSIR HySA facility**

RFQ No. 9330/25/11/2021

Date of issue	Thursday, 11 November 2021
Non- Compulsory Briefing Session / Site Inspection	None
Closing Date and Time	Thursday, 25 November 2021 at 16:30
Contact details	For submission of quotations or any other enquiries: Email tender@csir.co.za (Please use RFQ No. as subject reference)

1 INVITATION FOR QUOTATION

Quotations are hereby invited from, certified, and authorised (by the SAQCC), experienced contractors for the Supply, Installation and Commissioning of New Gas Lines and Reticulation System at the CSIR HySA facility.

2 SCOPE OF WORK DELIVERABLES

Please refer to **Appendix A** for the Scope of Work and Technical Specification information for the required works.

3 QUOTATION REQUIREMENTS

Quotations are requested from mechanical contractors' firms with a proven track record. Bidders must quote as per Bills of Quantities (BoQ)- **Appendix B**, issued with this RFQ. It will be expected of the firms to possess the following:

- Proven records of managing gas lines installation projects

- South African Qualification and Certification Committee (SAQCC) Gas registered for the installation and maintenance of the specific categories of gases listed under the scope of work and specifications.
- On site project management and cost management.
- The supplier must quote on all the items listed on the Bill of Quantities (BOQ) and submit, duly completed, with their quotation.
- The pricing must be firm and inclusive of all costs required to render/supply the required goods and/or services.
- It is estimated that the tenderers should have a CIDB contractor grading of 2ME or higher. 1ME potentially emerging enterprises who satisfy criteria stated in the tender data may submit tender offers.

Mandatory documents required/ Returnables:

- The service provider must submit proof of CIDB registration of 2ME or higher. 1ME potentially emerging enterprises who satisfy criteria stated in the tender data may submit tender offers.
- Proof of SAQCC Gas registered certification or registration
- Registration with COID. Proof of valid registration or certification must be submitted.

Supporting information/ Annexes:

1. Appendix A: Scope of Works and Technical Specifications.
2. Appendix B: Bills of Quantities (BoQ)
3. Appendix C: Schematic Drawing
4. Appendix D: Gas Storage and Reticulation layout
5. Appendix E: BOQ in Excel format

4 EVALUATION CRITERIA

- 4.1 Selection of suppliers will be based on the 80/20 preference point system.
- 4.2 Provide a SANAS accredited B-BBEE Certificate or sworn affidavit indicating the B-BBEE Status level.
- 4.3 No B-BBEE status will equal zero points.
- 4.4 Indicate CSD number (National Treasury Central Supplier Database) on quotation. If not registered yet on CSD, use www.csd.gov.za to register.
- 4.5 No order will be issued, or no contract will be signed without a valid CSD number.
- 4.6 Provide proof of SAQCC Gas registered for the certified individual (s) who will be performing the installation and maintenance of the installation and issue the Certificate of Conformity.
- 4.7 No order will be issued, or no contract will be signed without a valid SAQCC registration for Gas Installers.
- 4.8 Provide proof of valid registration for COIDA.
- 4.9 No order will be issued, or no contract will be signed without a valid COIDA.
- 4.10 Provide a CIDB proof/certification of 2ME or higher. 1ME potentially emerging enterprises who satisfy criteria stated in the tender data may submit tender offers. No contract or PO will be issued without a valid CIDB certification.
- 4.11 **Elimination Criteria:**
Suppliers will be eliminated under the following conditions:
 - Late submission
 - Submission to the incorrect email address

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. The pricing proposal should be itemised as per BOQ.
- 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.

The price should be firm and inclusive of costs and all services required to deliver the goods and/or services.

6 PROCEDURE FOR SUBMISSION OF QUOTATIONS

- All quotations must be submitted electronically to: tender@csir.co.za
- Respondents must use the RFQ number as the subject reference number when submitting their bids
- The email and file sizes should not exceed a total of 25 per email
- The naming / labelling syntax of files or documents must be short and simple (e.g. BBBEE Certificate)
- Each bidder will be limited to send two emails with their submissions, and the subject of the email must clearly reference the bidder name and RFQ number
- All documents submitted electronically via email must be clearly visible.
- Tenders or documents received after the closing date and time will be considered as a late submission. Late submissions will not be evaluated.

NB: NO HARD COPIES OR PHYSICAL SUBMISSIONS WILL BE ACCEPTED

7 SUB-CONTRACTING

- 7.1 A tenderer will not be awarded points for B-BBEE status level if it is indicated in the tender documents that such a tenderer intends sub-contracting more than 25% of the value of the contract to any other enterprise that does not qualify for at least the points that such a tenderer qualifies for, unless the intended sub-contractor is an exempted micro enterprise that has the capability and ability to execute the sub-contract.
- 7.2 A tenderer awarded a contract may not sub-contract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level than the person concerned, unless the contract is sub-contracted to an exempted micro enterprise that has the capability and ability to execute the sub-contract.
- 7.3 If the tender intends to sub-contract, they must indicate the value of the work in Rands to be sub-contracted in relation to the total tendered amount. The supplier must also indicate the name(s) of the company / contractor.
- 7.4 All BBBEE certificates of the sub-contractors must also be submitted. Non-submission will result in 0 points being awarded for BBBEE.

7.5 In case of proposal from a joint venture, the following must be submitted together with the proposal/Quotation:

- Joint venture Agreement including split of work signed by both parties;
- The original or certified copy of the B-BBEE certificate of the joint venture;
- The Tax Clearance Certificate of each joint venture member;
- Proof of ownership/shareholder certificates/copies; and
- Company registration certificates.

8 CORRECTNESS OF RESPONSES

- 8.1 The tenderer must confirm satisfaction regarding the correctness and validity of their proposal and that all prices and rates quoted cover all the work/items specified in the RFQ. The prices and rates quoted must cover all obligations under any resulting contract.
- 8.2 The tenderer accepts that any mistakes regarding prices and calculations will be at their own risk.

9 ADDITIONAL TERMS AND CONDITIONS

- 9.1 A tenderer shall not assume that information and/or documents supplied to CSIR, at any time prior to this request, are still available to CSIR, and shall consequently not make any reference to such information document in its response to this request.
- 9.2 Copies of any affiliations, memberships and/or accreditations that support your submission must be included in the tender.
- 9.3 An omission to disclose material information, a factual inaccuracy, and/or a misrepresentation of fact may result in the disqualification of a tender, or cancellation of any subsequent contract.
- 9.4 Failure to comply with any of the terms and conditions as set out in this document will invalidate the Quotation.

10 OTHER TERMS AND CONDITIONS

- 10.1 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.
- 10.2 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.

11 CSIR RESERVES THE RIGHT TO

- 11.1 Extend the closing date;
- 11.2 Verify any information contained in a proposal;
- 11.3 Request documentary proof regarding any tendering issue;
- 11.4 Appoint one or more service providers, separately or jointly (whether or not they submitted a joint proposal);
- 11.5 Award this RFQ as a whole or in part;
- 11.6 Cancel or withdraw this RFQ as a whole or in part

12 DISCLAIMER

This RFQ is a request for quotations only and not an offer document. Answers to this RFQ must not be construed as acceptance of an offer or imply the existence of a contract between the parties. By submission of its quotation, tenderers shall be deemed to have satisfied themselves with and to have accepted all Terms & Conditions of this RFQ. The CSIR makes no representation, warranty, assurance, guarantee or endorsements to tenderer concerning the RFQ, whether with regard to its accuracy, completeness or otherwise and the CSIR shall have no liability towards the tenderer or any other party in connection therewith.

- 13 No goods and/or services should be delivered to the CSIR without an official CSIR Purchase order. Note: This is not a Purchase Order.**

DECLARATION BY TENDERER

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

RFQ No: 9330/25/11/2021

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. 9330/25/11/2021** 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

WITNESSES	
1
2
DATE: