

REQUEST FOR QUOTATION (RFQ) AUTHORISATION FORM FOR GOODS/SERVICES

DATE REQUESTED	04 February 2021
DEPARTMENT	Operations
DETAILED DESCRIPTION AND / SPECIFICATIONS	<p>The MBDA seeks to appoint a suitable service provider for a period of 12-months to provide with the following refreshments /consumables on a as and when basis to the MBDA and its managed sites.</p> <p>Description</p> <ol style="list-style-type: none"> 1. 1L Full Cream Milk per case of 6 2. 1kg Cremora or Similar 3. 200g Jacobs or Similar 4. 200g Jacobs (decaf) or Similar 5. 750g Nescafe Ricoffy tin or Similar 6. 750g Nescafe Ricoffy tin (decaf) or Similar 7. 750g Frisco tin or Similar 8. Freshpak rooibos per 80 teabags or Similar 9. Joko per 100 teabags or Similar 10. 900g Five Roses per 100 teabags or Similar 11. 250g Masterton filter coffee or Similar 12. Five Roses selected envelopes x 200 in box (normal)or Similar 13. Five Roses selected envelopes x 200 in box (rooibos) or Similar 14. 2, 5kg Hulleys white sugar or Similar 15. 3 kg Hulleys Brown Sugar or Similar 16. 200g Choice assorted biscuits or Similar 17. 500ml Valpre sparkling water per case of 24 or Similar 18. 330ml Nestle still water per case of 24 or Similar 19. 500ml Valpre still water per case of 24 or Similar 20. 330ml Soft drinks per case of 6 21. 500g Honey 22. 500ml Tru-lem lemon juice or Similar 23. Canderals sweeteners or Similar 24. Twin saver hand towels per pack of 4 or Similar 25. 1kg Table Salt flask 26. Black/ white pepper 27. 400ml Mr Min or Similar 28. 750ml Mr Muscle shower shine or Similar 29. 750ml Domestos or Similar 30. 750ml Mr Muscle Tile cleaner or Similar 31. Kettle cleaner – 140g 32. 750ml Handy Andy or Similar

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	<p>33. 750ml Mr Muscle kitchen cleaner or Similar</p> <p>34. 500ml Air freshener</p> <p>35. 750ml Omo bleach or Similar</p> <p>36. 750ml Sunlight dish wash or Similar</p> <p>37. Kitchen scourers pack of 3</p> <p>38. 100% Cotton Dish cloth (big)</p> <p>39. 100% Cotton Dish cloth (small)</p> <p>40. Microfiber cloth</p> <p>41. 300ml Doom odorless or Similar</p> <p>42. 1L Milton or Similar</p> <p>43. 720ml Hand Lotion</p> <p>44. Imnandi rusk or siilar</p> <p>Delivery cost if applicable:</p> <ol style="list-style-type: none"> 1. Tramways Building 2. Science and Technology Centre 3. Helenvale Resource Centre. <p>Price quoted must be market - related and fixed for the duration of the contract.</p>
EVALUATION CRITERIA	The quotes will be evaluated on the 80/20 preferential point system.
PAYMENT FOR SERVICES	<p>Payment will be issued after the goods have been delivered or the service has been rendered and deemed to be satisfactory.</p> <p>Payments will be made within 30 days from receipt of a valid invoice, accompanied by a statement of account.</p>
GENERAL CONDITIONS	<ol style="list-style-type: none"> 1.1. All prices shall be must exclusive of Value Added Tax (VAT). 1.2. All prices will be evaluated exclusive of VAT. 1.3. It is compulsory for all potential suppliers to be registered on the Central Supplier Database. 1.4. It is compulsory for all potential suppliers to be registered on the NMBM Supplier Database or meet the listing criteria of the MBDA as per the 2017 SCM Policy. 1.5. Quotations to be valid for 60 days from closing date. 1.6. The MBDA SCM policy will apply.

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	1.7. Suppliers must be registered on the NMBM Supplier Database
ANY ADDITIONAL REQUESTS/ COMMENTS	Delivery within 3 days from receipt of a valid Purchase Order To be delivered to MBDA site stated in order.

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Pricing Schedule

	Description	Price per item
	1. 1L Full Cream Milk per case of 6	
	2. 1kg Cremora or Similar	
	3. 200g Jacobs or Similar	
	4. 200g Jacobs (decaf) or Similar	
	5. 750g Nescafe Ricoffy tin or Similar	
	6. 750g Nescafe Ricoffy tin (decaf) or Similar	
	7. 750g Frisco tin or Similar	
	8. Freshpak rooibos per 80 teabags or Similar	
	9. Joko per 100 teabags or Similar	
	10. 900g Five Roses per 100 teabags or Similar	
	11. 250g Masterton filter coffee or Similar	
	12. Five Roses selected envelopes x 200 in box (normal)or Similar	
	13. Five Roses selected envelopes x 200 in box (rooibos) or Similar	
	14. 2, 5kg Hullets white sugar or Similar	
	15. 3 kg Hullets Brown Sugar or Similar	
	16. 200g Choice assorted biscuits or Similar	
	17. 500ml Valpre sparkling water per case of 24 or Similar	
	18. 330ml Nestle still water per case of 24 or Similar	
	19. 500ml Valpre still water per case of 24 or Similar	
	20. 330ml Soft drinks per case of 6	
	21. 500g Honey	
	22. 500ml Tru-lem lemon juice or Similar	
	23. Canderals sweeteners or Similar	
	24. Twin saver hand towels per pack of 4 or Similar	
	25. 1kg Table Salt flask	
	26. Black/ white pepper	
	27. 400ml Mr Min or Similar	
	28. 750ml Mr Muscle shower shine or Similar	
	29. 750ml Domestos or Similar	
	30. 750ml Mr Muscle Tile cleaner or Similar	
	31. Kettle cleaner – 140g	
	32. 750ml Handy Andy or Similar	
	33. 750ml Mr Muscle kitchen cleaner or Similar	
	34. 500ml Air freshener	

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	35. 750ml Omo bleach or Similar	
	36. 750ml Sunlight dish wash or Similar	
	37. Kitchen scoures pack of 3	
	38. 100% Cotton Dish cloth (big)	
	39. 100% Cotton Dish cloth (small)	
	40. Microfiber cloth	
	41. 300ml Doom odorless or Similar	
	42. 1L Milton or Similar	
	43. 720ml Hand Lotion	
	44. Imnandi rusk Similar	
	Total	
	Delivery Cost	
	Tramways	
	Science and Technology Centre	
	Helenvale Resource Centre.	

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IN THE SERVICE OF THE STATE DISCLOSURE FORM (juristic person)

I, the undersigned

duly authorised by

(the Applicant)

do hereby disclose and confirm the following:

1. No Director, Member, Manager, Principal, Shareholder or Stakeholder of the Applicant is:

1.1 a member of –

1.1.1 any municipal council;

1.1.2 any provincial legislature; or

1.1.3 the Parliament of the Republic of South Africa (the National Assembly or the National Council of Provinces);

1.2 a member of the board of directors of any municipal entity;

1.3 an official of any municipality or municipal entity;

1.4 an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);

1.5 a member of the accounting authority of any national or provincial public entity; or

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1.6 an employee of Parliament or a provincial legislature;

Should any statement in 1 above be incorrect, the incorrect provision is to be deleted in ink and reasons are to be recorded below:

2. The Applicant is not an advisor or consultant contracted with the NMBMM or the MBDA.

Should the statement in 2 above be incorrect, the clause is to be deleted in ink and reasons are to be recorded below:

SIGNED at _____ on this _____ day of _____ 20____

WITNESSES:

1. _____

2. _____

***For and on behalf of the Applicant, the
 signatory being duly authorised and
 warranting such authority.***

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CERTIFICATE OF INDEPENDENT BID DETERMINATION (MBD9)

I, the undersigned, in submitting the accompanying Proposal in relation to

hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of: _____ that:
(Name of Applicant)

1. I have read and I understand the contents of this Certificate.
2. I understand that the accompanying Proposal will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the Applicant to sign this Certificate, and to submit the accompanying proposal, on behalf of the Applicant;
4. Each person whose signature appears on the accompanying Proposal has been authorized by the Applicant to determine the terms of, and to sign, the Proposal, on behalf of the Applicant;
5. For the purposes of this Certificate and the accompanying Proposal, I understand that the word "competitor" shall include any individual or organization, other than the Applicant, whether or not affiliated with the Applicant, who:
 - (a) has been requested to submit a Proposal in response to this RFP;
 - (b) could potentially submit a proposal in response to this RFP, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the Applicant and/or is in the same line of business as the Applicant.
6. The Applicant has arrived at the accompanying Proposal independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - (a) prices;
 - (b) methods, factors or formulas used to calculate prices;

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- (c) the intention or decision to submit or not to submit, a Proposal;
 - (d) the submission of a Proposal which does not meet the specifications and conditions of the Proposal; or
 - (e) submitting a Proposal with the intention not to win the award.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the improvements to which this Proposal relates.
 9. The terms of the accompanying Proposal have not been, and will not be, disclosed by the Applicant, directly or indirectly, to any competitor, prior to the date and time of the official opening of proposals or the awarding of the contract.
 10. The Applicant (including any individual Applicant), and no member of the Applicant (if the Applicant is a Close Corporation), and no director and/or shareholder of the Applicant (if the Applicant is a Company), and no Trustee and/or beneficiary of the Applicant (if the Applicant is a Trust), and no person, including juristic persons (and including such juristic person's members, directors and/or shareholders, trustees and/or beneficiaries) having an interest in any Joint Venture Vehicle or Consortium constituting the Applicant has any interest in any competitor.
 11. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids, proposals and contracts, proposals 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.

Signature Date

Name of Applicant

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