

**REQUEST FOR WEBTENDER: SUPPLY AND DELIVERY OF STATIONARY AT HARTEESTFONTEIN PLANT WWCW**

SUPPLY AND DELIVERY OF STATIONARY AT HARTEESTFONTEIN PLANT WWCW

<b>Quotation Number:</b>	<b>RFQ201911/022</b>		
<b>Description:</b>	<b>SUPPLY AND DELIVERY OF STATIONARY AT HARTEESTFONTEIN PLANT WCW</b>		
<b>CIDB Requirement</b>	<b>N/A</b>		
<b>Bid Closing Date:</b>	<b>29/11/2019</b>		
<b>Compulsory Briefing Session:</b>	<b>NO</b>		
<b>Plant/Site Address:</b>	R25 Bapsfontein Road		
<b>Contact Person</b>	Donald Rambau/Tendani Mphaga		
<b>Contact Number</b>	011 929 7024	e-mail	rfq@erwat.co.za
<b>Bidders prices must be valid for a period of 30 days from closing</b>	Only firm prices will be accepted		
<b>Non-firm prices</b>	In the case of prices not being firm due to rate of exchange factors, the MBD 3.2 form must be completed and attached to this document.		

**Accredited, experienced and registered Service providers are hereby invited: SUPPLY AND DELIVERY OF STATIONARY AT HARTEESTFONTEIN PLANT WCW**

**SCOPE OF WORKS:**

**Scope of work for SUPPLY AND DELIVERY OF STATIONARY AT HARTEESTFONTEIN PLANT WWCW**

<b>DESCRIPTION</b>	<b>QUANTITY</b>
Typek A4 80gms Paper	X2 Boxes
A4 2QRE 192pg counter Book	X5
A6 144pg counter book (pocket)	X45
Green A4 arch files (PVC)	X40
Permanent Maker	X20
Rexpro 5 in 1 Storage Box Cardboard	X 4
RBE 100 pack file dividers (Assorted colours)	X2
Black Bic Pen	2X Boxes
HP 953xl Black	X5
Staple Remover	X3
Paper Clips 30mm	X 2

**DELIVERY POINT**

R25 Bapsfontein Road

**AWARD OF BID:**

ERWAT reserves the right to accept any bid or part thereof, to award the bid to more than one bidder and does not bind itself to accept the lowest or any bid and not to consider any bid not suitably endorsed or comprehensively completed.

**EVALUATION CRITERIA** followed to evaluate quotations:

Preference points system (PPS) as included in the Preferential Procurement Policy Framework Act, Regulations of 2017:

PPS	Contract value	Formula	Additional Considerations
<b>80/20</b>	Equal to or above R 30 000.00 and up to R 200 000	$Ps = 80(1 - (Pt - P_{min})/P)$ Where Ps = Points scored for price of bid under consideration. Pt = Rand value of bid under consideration. P min = Rand value of lowest acceptable bid.	<ul style="list-style-type: none"> <li>Bidders may be subjected to a pre-compliance stage and functionality scoring and only bidders who score the stipulated minimum points will be eligible to proceed to PPPFA evaluation.</li> <li>Maximum of 20 points may be awarded for BEE level. Bidders are required to tick the relevant box in the table below to claim their points according to their BEE level.</li> <li>Above points must be added to points scored for price.</li> <li>Only bidder scoring the highest points will be selected for award.</li> </ul>

B-BBEE Status Level of Contributor	Number of points (80/20 system)	Kindly tick the applicable level and points
1	20	
2	18	
3	14	
4	12	
5	8	
6	6	
7	4	
8	2	
Non-compliant contributor	0	

Failure on the part of a bidder to submit a B-BBEE Verification Certificate from a Verification Agency accredited by the South African Accreditation System (SANAS), or a Registered Auditor approved by the Independent Regulatory Board of Auditors (IRBA) or a sworn affidavit confirming annual turnover and level of black ownership in case of an EME and QSE together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

### ***Quotation Requirements:***

Work offered that **DO NOT** comply with the specifications will not be evaluated. The successful bidder must register on the ERWAT vendors list. Forms to be downloaded from the ERWAT website. Quotation evaluation shall be performed on 80:20 principle (pricing and functionality 80% and BBBEE 20%)

**Evaluation Criteria** followed to evaluate quotations – Preference points system (PPS) as included in the Preferential Procurement Regulations of:

PPS	Contract value	Formula	Additional Considerations
<b>80/20</b>	Equal to or above R 30 000.00 and up to R 200 000	$Ps = 80(1 - (Pt - P_{min})/P)$ Where Ps = Points scored for price of bid under consideration. Pt = Rand value of bid under consideration.	Maximum of 20 points may be awarded for being HDI, subcontracting with an HDI, and/or achieving specified goals.

		P min = Rand value of lowest acceptable bid.	Above points must be added to points scored for price. Only bidder with the highest points scored may be selected.
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**PLEASE NOTE THAT FAILURE TO MEET ANY OR ALL OF THESE REQUIREMENTS WILL LEAD TO DISQUALIFICATION**

- Valid Certified copy or original BBBEE Compliance Certificate;
- Valid Tax Clearance Pin issued by SARS on e-filing;
- Copy of Latest Municipal Account (not older than three months from date of closing);
- Declaration of Interest – MBD 4.2 [ [download form](#) ].

NB: Bidders will not be allowed on any of the ERWAT sites without a work permit and the correct PPE gear.

**GENERAL NOTES**

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- Request for Quotations must be submitted electronically to the following e-mail address: [rfq@erwat.co.za](mailto:rfq@erwat.co.za)
- ERWAT reserves the right to not accept the lowest bid, to award the quote to more than one bidder, to award the quote in part or to not award it at all and bidders will have no claim of any kind in this regard.
- The subject line must only contain the RFQ number and description, quotations that do not follow these conventions will not be considered.
- Quotations that are not received on the specific date and time, will be marked as late responses and such quotations will, in terms of the Supply Chain Management Policy of ERWAT, not be considered by ERWAT as valid