

REQUEST FOR QUOTATION FOR GOODS AND SERVICES



PM

ONDERSTEPSPOORT BIOLOGICAL PRODUCTS LTD
PRIVATE BAG X7, ONDERSTEPSPOORT 0110

From:
Date: 16th September 2021
Tel: 012 522 1500
Fax:
Email: purchasing@obpvaccines.co.za

To:
Supplier:
Tel:
Fax:
Email:

Kindly provide the quotation for the following: RFQ: OBP 699/2021

Quantity	Product/Item Code	Specification
		Annual Inspection and Testing of Lifting Equipment:

Technical Specification for Annual Inspection and Testing of Lifting Equipment:

Supplier Technical Requirements:

- Supplier must be approved and registered by the chief inspector as a "Lifting Machinery Entity" in terms of the Driven Machinery Regulations of the Occupation Health and Safety Act.
- Inspections must be carried out by a "Lifting Machinery Inspector" who is registered by ECSA in terms of the Engineering Profession Act.

Safety Requirements:

- Supplier must submit a hardcopy Safety File for review by OBP **before** booking the start of onsite service/calibration work.
- Supplier must provide any necessary PPE (Face Shield, Gloves, Safety Shoes, Overall, etc)

Procedural Requirements:

- All Lifting Machines, Hand Powered Lifting Devices, and Lifting Tackle must be inspected and tested as per Section 18 of the Driven Machinery Regulations.
- An Inspection/test Record must be completed for each lifting equipment inspected and tested.
- Any repairs or remedial action required must be quoted separately for OBP consideration.

- Affix a clearly visible label to each item of lifting equipment after the inspection is complete:
 - o A red label must indicate “Do Not Use”.
 - o A white label must indicate the successful inspection with certificate number, date of inspection.

- The lifting equipment register (below) must be updated and submitted in electronic format to include any missing information, addition lifting equipment found, or incorrect information.

Equipment to be inspected / tested:

EQUIPMENT NAME	Specification	Asset Number	ID Tag (EMU Number)	Area	LOCATION
Chain Block			01-RLB02	BV	
Crawl Beam 2000kg	2000kg, 5 metre		101-RLB05	BV	Block M
Crawl Beam 500kg	500kg, 5 metre		101-RLB06	BV	Block M
Demag PK2 Electric Chain Hoist	500kg		101-BT04	BV	Block M
Crawl Beam 100kg	100kg, 13.5 metres		103-RLB01	BV	Block D&E
Crawl Beam 500kg	500kg, 5.5 metres		103-RLB02	BV	Block D&E
Crawl Beam 1000kg	1000kg, 1.5 metres	0656 5-8		BV	Block D&E
Crawl Beam 1000kg	1000kg, 1.5 metres	0656 5-4		BV	Block D&E
Crawl Beam 1000kg	1000kg, 1.5 metres	0656 5-2		BV	Block D&E
Crawl Beam 1000kg	1000kg, 1.5 metres	0656 5-1		BV	Block D&E
Crawl Beam 1000kg	1000kg, 1.5 metres		103-RLB03	BV	Block D&E
Crawl Beam 1000kg	1000kg		103-RLB04	BV	Block D&E
Crawl Beam	1000kg		103-RLB05	BV	Block D&E

1000kg					
Ele Chain Block 1000kg ser 1226048	1000kg			BV	Block D&E
Verlinde Electric Chain Hoist 500kg	500kg		101-RLB04	BV	Block M
Verlinde Electric Chain Hoist 500kg	500kg			BV	Block M
Verlinde Electric Chain Hoist 500kg	500kg			BV	Block M
Demag PK2 Electric Chain Hoist	500kg		101-BT03	BV	Block M
Crawl Beam 500kg	500kg		101-RLB07	BV	Block M
Atlift Pallet Jack #5	2.5T			Distribution	Distribution
East Elite Pallet Jack	3T	10185		Distribution	Distribution
Eye Bolt			103-EB01	Filling Room	
Crawl	1T		103-RLB06	Freeze Dry Room	
Crawl			103-CR03	Freeze Dry Room	
Mitubishi Pallet Jack	2.5T	05175		RM	RM Formulation lab M2
Atlift Pallet Jack	2.5T	04324		VP	VP Formulation lab A2
Lifting Eye Bolt 0.5t	0.5T			VV	VV Formulation lab L2
Lifting Eye Bolt					Block D&E
Forklift (EMU)					
Forklift (Distribution) 1.2t	1.2T	0726 3			
Sterile lifting block & tackle magnetic 0.5t	0.5T	0127 0	101-RLB01		E9
Crawl Beam 500kg	0.5T				Block L

Battery Operated Ride On	2T	0722 4		VP	D/E
Battery Operated Forklift	1.5T	0722 5		VP	D/E
Pallet Jack (not in use)	2.5T	01944			Distribution
Pallet Jack (not in use) Red					Distribution
Pallet Jack (down) Red	3T	06469			
Crawl Silver & Blue	2T				Room 5A
Crawl (Load Beam)	1T			RM	Raw Material
Chain Block (Electric)	1T			RM	Raw Material
Chain hoists x3				EMU	EMU
Hydraulic Lift	2T			EMU	EMU

DECLARATION OF INTEREST SBD 4

1. Any legal person, including persons employed by the state¹, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid (includes a price quotation, advertised competitive bid, limited bid or proposal). In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where-

- the bidder is employed by the state; and/or
- the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the bid.

2. To give effect to the above, the following questionnaire must be completed and submitted with the bid.

2.1 Full Name of bidder or his or her representative:

2.2 Identity Number:

2.3 Position occupied in the Company (director, trustee, shareholder²):

.....

2.4 Company Registration Number:

.....

2.5 Tax Reference Number:

2.6 VAT Registration Number:

2.6.1 The names of all directors / trustees / shareholders / members, their individual identity numbers, tax reference numbers and, if applicable, employee / perusal numbers must be indicated in paragraph 3 below.

- ¹ "State" means (a) 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);
- (b) any municipality or municipal entity.
- (c) provincial legislature.
- (d) national Assembly or the national Council of provinces; or
- (e) Parliament.

² "Shareholder" means a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercises control over the enterprise.

2.7 Are you or any person connected with the bidder presently employed by the state? **YES / NO**

2.7.1 If so, furnish the following particulars:

Name of person / director / trustee / shareholder/ member:
.....

Name of state institution at which you or the person:
.....
connected to the bidder is employed

Position occupied in the state institution:
.....

Any other particulars:
.....
.....
.....

2.7.2 If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector? **YES / NO**

2.7.2.1 If yes, did you attach proof of such authority to the bid document? **YES / NO**

(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the bid.)

2.7.2.2 If no, furnish reasons for non-submission of such proof:
.....

.....
.....

2.8 Did you or your spouse, or any of the company's directors / trustees / shareholders / members or their spouses conduct business with the state in the previous twelve months? **YES / NO**

2.8.1 If so, furnish particulars:
.....
.....
.....

2.9 Do you, or any person connected with the bidder, have any relationship (family, friend, other) with a person employed by the state and who may be involved with the evaluation and or adjudication of this bid? **YES / NO**
2.9.1 If so, furnish particulars.
.....
.....

2.10 Are you, or any person connected with the bidder, aware of any relationship (family, friend, other) between any other bidder and any person employed by the state who may be involved with the evaluation and or adjudication of this bid? **YES/NO**

2.10.1 If so, furnish particulars.
.....
.....
.....

2.11 Do you or any of the directors / trustees / shareholders / members of the company have any interest in any other related companies whether they are bidding for this contract? **YES/NO**

2.11.1 If so, furnish particulars:
.....
.....
.....

3 Full details of directors / trustees / members / shareholders.

Full Name	Identity Number	Personal Reference Number	Tax	State Employee Number / Perusal Number

4 DECLARATION

I, THE UNDERSIGNED (NAME).....

CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 23 OF THE GENERAL CONDITIONS OF CONTRACT SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder

Terms and Conditions:

- Submission should be no later than **(29th September 2021, 15H00)**
- Please indicate your offer validity and lead time:
- All prices must be VAT exclusive, 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**
- Quotations must be emailed back to: purchasing@obpvaccines.co.za**
- If no reply after 14 days of closing date your RFQ was unsuccessfully**
- Orders above 30K will be BEE evaluated
- 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

I agree that the offer herein shall remain binding upon me and open for acceptance by OBP during the validity period indicated.

Signature

Date