

**SERVICE AND CERTIFICATION OF A CLASS II BIOLOGICAL SAFETY CABINET AND A PCR CABINET**

**Author :** Gugu

**Date posted :** 2018-11-27

**Bid Number :** ERW201811/052

**Description :**

**POTENTIAL CONTRACTORS ARE HEREBY INVITED TO SUBMIT BIDS FOR THE FOLLOWING:**

**SCOPE OF WORKS:**

The service to be provided **MUST** include the following:

- The replacement of the down-flow ULPA and exhaust ULPA filters for the Biological Safety Cabinet
- The decontamination of the Biological Safety Cabinet including all accessories required to perform the decontamination
- The validation and certification of the Biological Safety Cabinet based on EN 12469:2000
- The replacement of the black foam filter for the PCR Cabinet
- The replacement of the HEPA filter for the PCR Cabinet
- The validation and certification of the PCR Cabinet
- Original Equipment Manufacturer (OEM) parts **MUST** be used. In the case where other parts are to be used, these **MUST BE APPROVED** by the manufacturer for use in their products (**written proof to be provided**)
- The technician to perform the work **MUST** be trained to work on OEM cabinets (**proof of training to be provided**)
- All travel and labour costs **MUST** be included in the quotation
- Bidders **MUST** comply with all ERWAT Supply Chain Management (SCM) requirements

**DELIVERY POINT:**

ERWAT Scientific Services (Laboratory), Hartebeestfontein Office Park, Bronkhorstspuit/Bapsfontein Road (R25), Kaalfontein, Kempton Park

**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.

**QUOTATION REQUIREMENTS:**

Work offered that **DO NOT** comply with the specifications will not be evaluated.

**PLEASE NOTE THAT FAILURE TO MEET ANY OR ALL OF THESE REQUIREMENTS WILL LEAD TO DISQUALIFICATION**

- Valid Certified copy or original BBBEE Compliance Certificate to verify the above claimed points;
- Valid Tax Clearance Pin issued by SARS on e-filing Bidders are required to submit their SARS pin and certificate as prescribed by SARS effective from 01 April 2016. Please visit [www.sars.gov.za](http://www.sars.gov.za) or ERWAT Website: [www.erwat.co.za/procurement](http://www.erwat.co.za/procurement) for more information;
- Copy of Latest Municipal Account (not older than three months from date of closing);
- Declaration of Interest – MBD 4.2 (Download form ERWAT website/Procurement/Service Provider Registration).
- Bidders must be registered with National Treasury's Centralised Supplier Database (CSD) and can visit [www.csd.org.za](http://www.csd.org.za) for more information and registration procedures.
- **CSD Registration Number: MAAA\_\_\_\_\_**
- Valid Construction Industry Development Board Registration (CIDB): **Valid CRS number: \_\_\_\_\_**

**GENERAL NOTES**

**SUBMISSION OF BIDS:**

## **WEB TENDER BOXES SUBMISSION SITUATED AT ERWAT HEAD OFFICE:**

Completed tenders/quotations must be in a **sealed envelope** clearly marked with **bid number and description** may be hand delivered and deposited in the stipulated **TENDER BOX** (marked Monday, Tuesday, Wednesday, Thursday, Friday) at ERWAT Head Office, Hartebeestfontein Office Park, Bapsfontein Road, Kempton Park. No faxed bids/proposals shall be accepted. In the event of uncertainty, kindly visit the receptionist situated at the FOYER of the main building for clarity.

Please note that bids not received on the specific time and date will be marked as late bids/proposals and such bids/proposals will, in terms of the Supply Chain Management Policy of ERWAT, not be considered by ERWAT as valid bids/proposals.

Complete quotations with supporting documents must be sealed and externally endorsed with **BID NUMBER** and marked with the full **DESCRIPTION** and placed in the relevant Bid Box as stipulated in the advertisement and/or bidding document.

**Bidders may attend the web-tender opening sessions in the event of submitting a tender in the web-tender boxes.**

### **ELECTRONIC SUBMISSIONS:**

- Bidders may submit their web-bids via e-mail: [webtenders@erwat.co.za](mailto:webtenders@erwat.co.za) in a **PDF format only**.

- **Bidders must complete the SUBJECT BOX with the relevant web-tender number and full description as advertised.**

- **Failure to include this may render your bid invalid.**

- ***Please note that bids submitted electronically must be in the above e-mail address on or before 12:00 of the stipulated closing date. No electronic submissions received after 12:00:00 will be considered for recording and or evaluation.***

- Bidders may submit documents and attachments up to 10MB.

- Bidders will be required to compress their file to a **compact PDF format**.

- In the event that larger files are sent to the e-mail address, it will be received in ERWAT's Mimecast site.

- **Bidders must please note that the Mimecast does not accept zipped files, only PDF files.**

- **In the event that bidders are required to submit samples, it is advised that they submit electronically and submit in the tender boxes and attend the opening session.**

**PLEASE NOTE: MIMICAST ONLY RETAINS THE MAILS RECEIVED WITH ATTACHMENTS LARGER THAN 10MB FOR 3 DAYS. PLEASE ENSURE THAT YOUR SUBMISSION FALLS WITHIN ACCESS TO SUCH WITHIN THIS TIMEFRAME.**

**NB. In the event that an electronic version and a hard copy is delivered for a respective bid, the signed hard copy submitted in the tender box will prevail and the electronic copy will be disregarded.**

Please note that the web-tender boxes will be opened first and recorded in the web-tender register on the date and time stipulated in the advertisement and or bid documents. The relevant buyer responsible for the placement of the ad on the web-tender folder will directly thereafter peruse the web-tender e-mail and download the relevant web-tender, print and record such in the same register.

ERWAT will access the e-mail thread from the individual e-mail responses received for audit trail that will be attached to the relevant bidder's response received.

<b>Bid closing date :</b>	2018-12-04
<b>Compulsory site meeting :</b>	NO COMPULSORY BRIEFING SESSION IS SCHEDULED – SITE VISIT IS OPTIONAL FOR POTENTIAL BIDDERS. KINDLY CONTACT NICO TO ARRANGE AN APPOINTMENT.
<b>Contact Person :</b>	Nico van Blerk
<b>Contact number :</b>	072 587 8925
<b>E-mail address :</b>	nico.vanblerk@erwat.co.za
<b>Bid validity period :</b>	90 Days
<b>Physical address where bid documents can be collected :</b>	ERWAT Head Office, Hartebeestfontein Office Park, R25, Norkem Park.
<b>Tender Box number :</b>	N/A
<b>Day when Tender is to be submitted to ERWAT Offices:</b>	Tuesday
<b>Non-refundable Document fee :</b>	N/A ERWAT will not accept cash. All payments to be made by Credit Card only
<b>CIBD required?</b>	N/A
<input type="text"/>	
<p>Bids must be hand delivered to the Bid Box situated at the address: ERWAT Head Office, Hartebeestfontein Office Park, Bapsfontein Road (R25), Kempton Park.</p> <p>Complete Tenders must be in a sealed envelope clearly marked with <b>ERW201811/052</b> and <b>SERVICE AND CERTIFICATION OF A CLASS II BIOLOGICAL SAFETY CABINET AND A PCR CABINET.</b> and to be hand delivered, in the TENDER BOX <b>N/A</b> at the foyer at ERWAT Head Office, Bapsfontein Road (R25), Kempton Park.</p> <p>No e-mail or faxed bids/proposals shall be accepted. Bids/Proposals that are not received on the specific time and date will be marked as late bids/proposals and such bids/proposals will, in terms of the Supply Chain Management Policy of ERWAT, not be considered by ERWAT as valid bids/proposals.</p> <p>Bidders' attention is specifically drawn to the provision of the bid rules which are included in the bid document.</p> <p>The lowest or any bid will not necessarily be accepted and ERWAT reserves the right not to consider any bid not suitably endorsed or comprehensively completed, as well as the right to accept a bid in whole or part. Bids completed in pencil will be regarded as invalid bids.</p> <p><b>Submission of electronic and fax bids are not acceptable.</b></p>	