

REQUEST FOR QUOTATION:

Quotation Number:	RFQ201903/018		
Description:	Background checks for New Employees, apprenticeship and In-service Trainees		
CIDB Requirement	N/A	DTI provision (refer MBD 6.2 form)	
Bid Closing Date:	27 March 2019 12:00		
Compulsory Briefing Session:	N/A		
Plant/Site Address:	N/A		
Contact Person	Sonja Haller		
Contact Number	011 929-7015	n/a	@erwat.co.za
Bidders prices must be valid for a period of 30 days from closing	Only firm prices will be accepted		
Non-firm prices	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 to send quotations for:
Background checks for New Employees, apprenticeship and In-service Trainees

SCOPE OF WORKS:

Background Checks: **Qualification and Criminal Checks** for:

- X18 – In-service Trainees
- X9 – Apprentices
- X10 - New Employees

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
80/20	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.	• Bidders may be subjected to a pre-compliance stage and functionality scoring and only bidders who score the stipulate minimum points will be illegible to proceed to PPPFA evaluation. • 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. • Above points must be added to points scored for price. • Only bidder scoring the highest points will be selected for award.

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	

QUOTATION REQUIREMENTS:

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

- Valid Certified copy or original BBEE Compliance Certificate to verify the above claimed points;
- Valid Tax Certificate
- Copy of Latest Municipal Account (not older than three months from date of closing);
- Declaration of Interest – MBD 4.
- Bidders must be registered with National Treasury's Centralised Supplier Database (CSD) and can visit www.csd.org.za for more information and registration procedures.
- **CSD Registration Number: MAAA_____**

GENERAL NOTES

SUBMISSION OF BIDS:

WEB TENDER BOXES SUBMISSION SITUATED AT ERWAT HEAD OFFICE:

ELECTRONIC SUBMISSIONS:

- Bidders may submit their RFQ's via e-mail: rfg@erwat.co.za in a PDF format only.
- **Bidders must complete the SUBJECT BOX with the relevant RFQ 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.**