

**RT48-2021: APPOINTMENT OF SERVICE PROVIDER/S FOR
MANAGEMENT AND DISTRIBUTION OF PERSONAL PROTECTIVE
EQUIPMENT AND OTHER CONSUMABLES FOR THE STATE FOR
THE PERIOD 1 JULY 2021 TO 30 JUNE 2024**

Non-Compulsory Briefing Session Presentation



national treasury

Department:
National Treasury
REPUBLIC OF SOUTH AFRICA



AGENDA

1. Opening, welcome and introductions
2. Purpose of the RFQ/RFP
3. Duration of the Contract
4. Bid Timelines
5. How to access the Tender Document
6. Scope of Work
7. Evaluation Criteria
8. Pricing Schedule
9. Bid Document
10. Question and Answers

1. Opening, Welcome and Introductions

2. Purpose of the RFQ/RFP

- The purpose of this request for tender (RFQ/RFP) is to solicit tenders from interested parties (“Respondents”) to enable National Treasury to appoint suitably qualified service provider/s for Management and Distribution of Personal Protective Equipment and Other consumables.
- This RFQ/RFP details and incorporates, SCC, User Requirements (Technical Specification), GCC, Pricing Schedule and all other documents.
- To obtain market related Price and to ensure that Government benefits from the economic of scale

3. Duration of Contract

- Three (3) years / Thirty six (36) months

ACTIVITY	DUE DATE
RFQ/RFP Government Printing Works	GPW unavailable
RFQ/RFP Uploaded on eTenders Portal (Tender Document)	N/A due unavailability of e-Tenders. Tender documents published on NT website 14 May 2021
Non-Compulsory Briefing Session	N/A - Observing COVID-19 Regulations
Bid Closing Date and Time	9 June 2021 at 11h00am
Notice to Bidders	Bidders are encouraged to visit NT website (advertised tenders) regularly as updates will be uploaded regularly.
Questions and Answers	Questions and Answers will be uploaded on eTenders on regular basis
Communication Channels / Queries and enquiries	Attention: Contract Manager Email: Transversal.Contracting6@treasury.gov.za
Deadline for Queries	3 June 2021 @ 12:00

5. HOW TO ACCESS THE DOCUMENT

- Where bid documents can be obtained:

National Treasury website

<http://www.treasury.gov.za/divisions/ocpo/ostb/CurrentTenders.aspx>

- Where bids should be delivered-Physical Address:

National Treasury

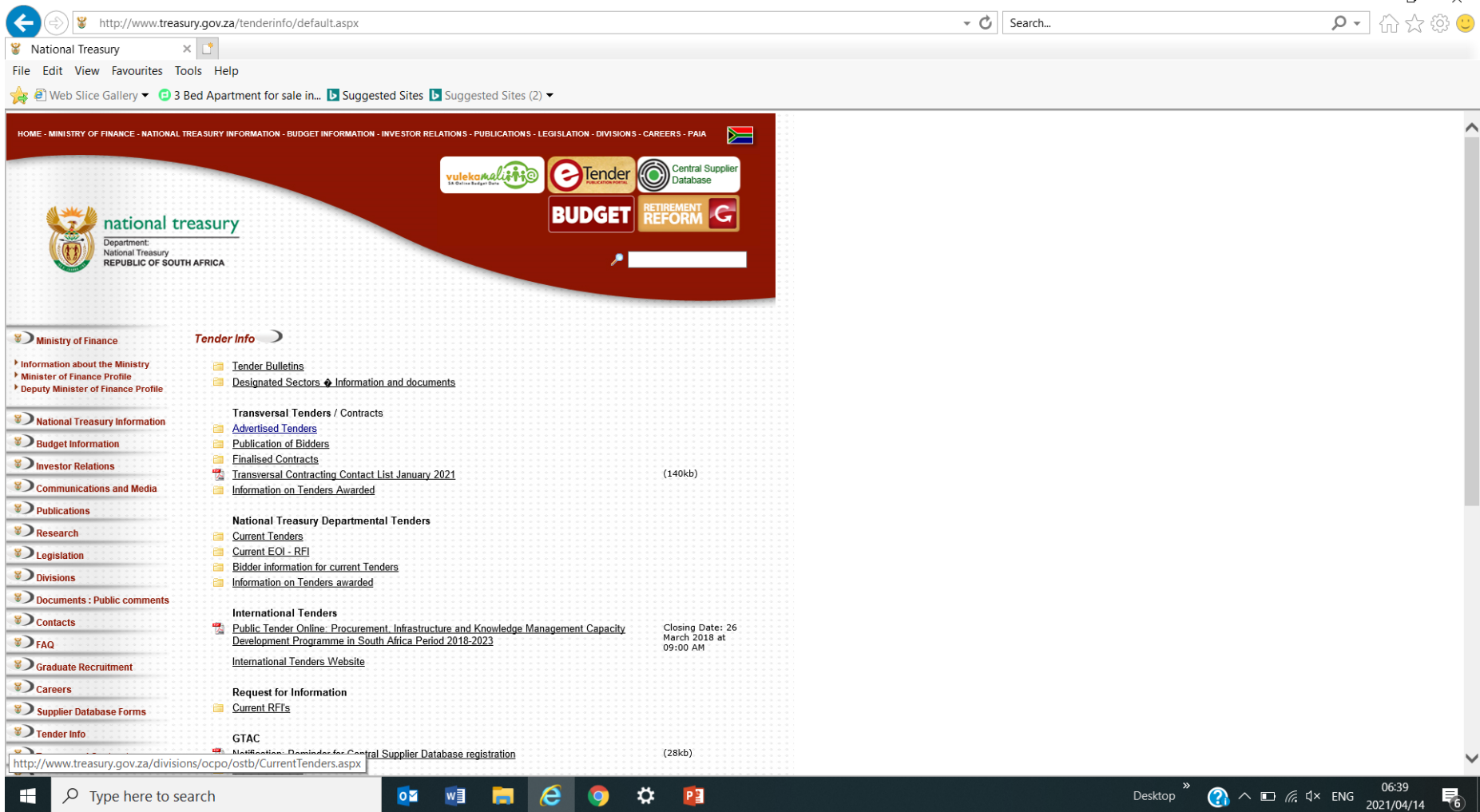
240 Madiba Street

Pretoria

0001

NOTE: Bid documents to be deposited in the tender box,
Tender Information Centre (TIC), Ground Floor

RT48-2021 HOW TO ACCESS THE DOCUMENT



The screenshot shows a web browser window displaying the National Treasury website. The address bar shows the URL: <http://www.treasury.gov.za/tenderinfo/default.aspx>. The browser's address bar also contains a search field with the text "Search...".

The website header includes navigation links: HOME - MINISTRY OF FINANCE - NATIONAL TREASURY INFORMATION - BUDGET INFORMATION - INVESTOR RELATIONS - PUBLICATIONS - LEGISLATION - DIVISIONS - CAREERS - PAIA. The header also features logos for vuleka mali (SA Budget Bank), eTender, Central Supplier Database, BUDGET, and RETIREMENT REFORM.

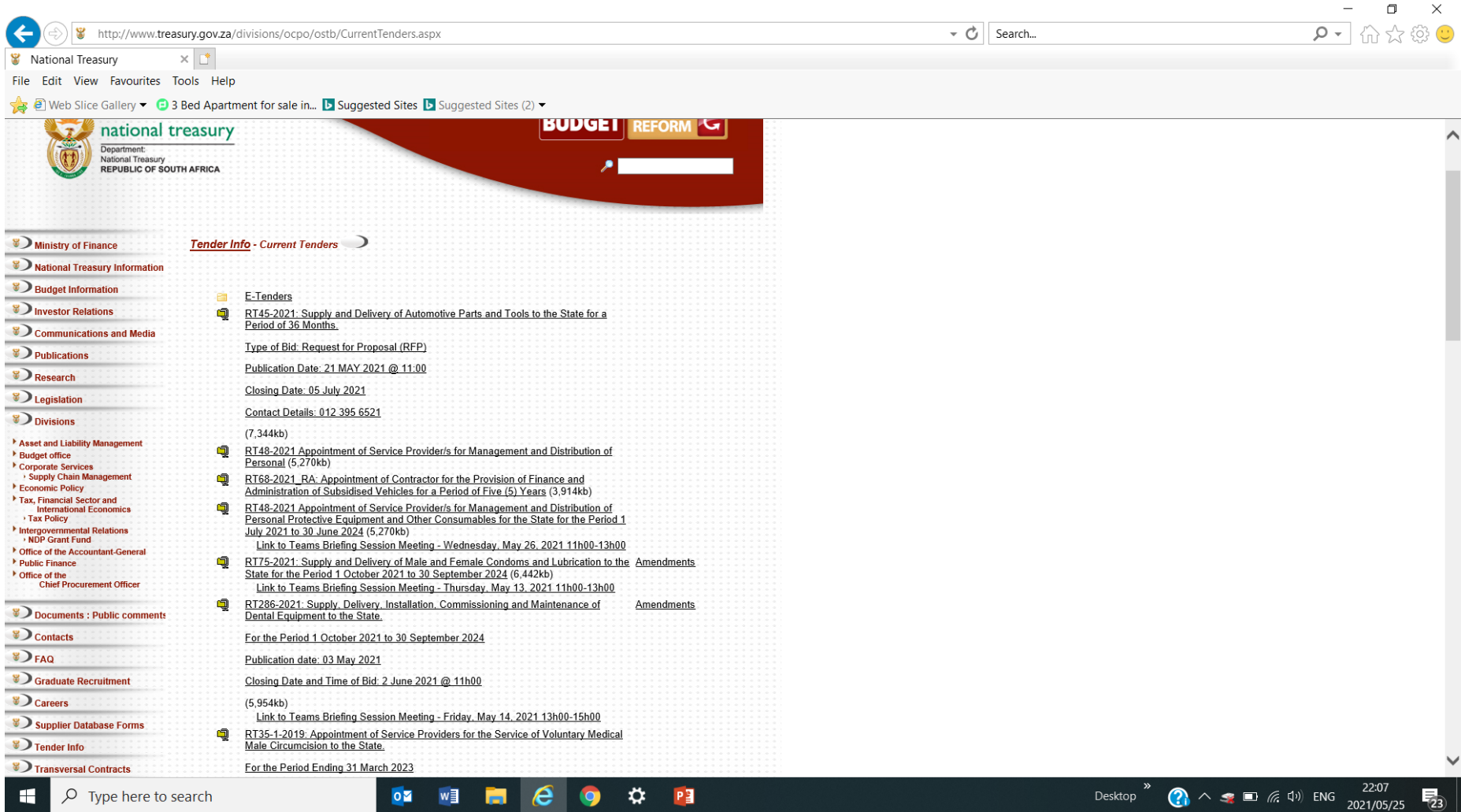
The main content area is titled "Tender Info" and is organized into several sections:

- Ministry of Finance**
 - Information about the Ministry
 - Minister of Finance Profile
 - Deputy Minister of Finance Profile
- National Treasury Information**
- Budget Information**
- Investor Relations**
- Communications and Media**
- Publications**
- Research**
- Legislation**
- Divisions**
- Documents : Public comments**
- Contacts**
- FAQ**
- Graduate Recruitment**
- Careers**
- Supplier Database Forms**
- Tender Info**

The "Tender Info" section is further divided into:

- Tender Bulletins**
- Designated Sectors** (Information and documents)
- Transversal Tenders / Contracts**
 - Advertised Tenders
 - Publication of Bidders
 - Finalised Contracts
 - Transversal Contracting Contact List January 2021 (140kb)
 - Information on Tenders Awarded
- National Treasury Departmental Tenders**
 - Current Tenders
 - Current EOJ - RFI
 - Bidder information for current Tenders
 - Information on Tenders awarded
- International Tenders**
 - Public Tender Online: Procurement, Infrastructure and Knowledge Management Capacity Development Programme in South Africa Period 2018-2023 (Closing Date: 26 March 2018 at 09:00 AM)
 - International Tenders Website
- Request for Information**
 - Current RFIs
- GTAC**
 - Notification, Demands for Central Supplier Database registration (28kb)

The browser's address bar at the bottom shows the URL: <http://www.treasury.gov.za/divisions/ocpo/ostb/CurrentTenders.aspx>. The Windows taskbar at the bottom shows the system tray with the date 2021/04/14 and time 06:39.



http://www.treasury.gov.za/divisions/ocpo/ostb/CurrentTenders.aspx

National Treasury

Department:
National Treasury
REPUBLIC OF SOUTH AFRICA

BUDGET REFORM

Ministry of Finance **Tender Info - Current Tenders**

National Treasury Information

Budget Information

Investor Relations

Communications and Media

Publications

Research

Legislation

Divisions

- Asset and Liability Management
- Budget office
- Corporate Services
 - Supply Chain Management
- Economic Policy
- Tax, Financial Sector and International Economics
 - Tax Policy
- Intergovernmental Relations
 - NDP Grant Fund
- Office of the Accountant-General
- Public Finance
- Office of the Chief Procurement Officer

Documents : Public comments

Contacts

FAQ

Graduate Recruitment

Careers

Supplier Database Forms

Tender Info

Transversal Contracts

E-Tenders

RT45-2021: Supply and Delivery of Automotive Parts and Tools to the State for a Period of 36 Months.

Type of Bid: Request for Proposal (RFP)

Publication Date: 21 MAY 2021 @ 11:00

Closing Date: 05 July 2021

Contact Details: 012 395 6521

(7,344kb)

RT48-2021 Appointment of Service Provider/s for Management and Distribution of Personal (5,270kb)

RT68-2021: RA: Appointment of Contractor for the Provision of Finance and Administration of Subsidised Vehicles for a Period of Five (5) Years (3,914kb)

RT49-2021 Appointment of Service Provider/s for Management and Distribution of Personal Protective Equipment and Other Consumables for the State for the Period 1 July 2021 to 30 June 2024 (5,270kb)

[Link to Teams Briefing Session Meeting - Wednesday, May 26, 2021 11h00-13h00](#)

RT75-2021: Supply and Delivery of Male and Female Condoms and Lubrication to the State for the Period 1 October 2021 to 30 September 2024 (6,442kb) Amendments

[Link to Teams Briefing Session Meeting - Thursday, May 13, 2021 11h00-13h00](#)

RT286-2021: Supply, Delivery, Installation, Commissioning and Maintenance of Dental Equipment to the State. Amendments

[For the Period 1 October 2021 to 30 September 2024](#)

Publication date: 03 May 2021

Closing Date and Time of Bid: 2 June 2021 @ 11h00

(5,954kb)

[Link to Teams Briefing Session Meeting - Friday, May 14, 2021 13h00-15h00](#)

RT35-1-2019: Appointment of Service Providers for the Service of Voluntary Medical Male Circumcision to the State.

[For the Period Ending 31 March 2023](#)

22:07
2021/05/25

- One (1) original hard copy clearly marked as “original”
- One (1) memory stick or USB with all the documents on the original hard copy and a soft copy of a pricing schedule to the National Treasury (NT): TIC by the closing date and time of the bid.
- Bidders must ensure that the USB is properly secured.
- In the event that a hard copy of the bid documents is not received on or before the closing date and time, the bid will be invalidated.

6. SPECIFICATION AND SCOPE OF SERVICES – REFER TO SCC ON PAGE 6 OF SCC

Presenter: National Treasury / GDoH

The successful bidder/s is/are expected to render the required services in Gauteng and perform the following key deliverables in execution of the contract.

- A bid that does not address the scope of services will be disqualified and considered non-responsive.
- The appointed contractor must be capable to perform key deliverables in execution of the contract by ensuring that relevant systems are in place.
- The end user require a 10 000 m² of storage, inventory system, handling and distribution.
- Receive and manage PPE'S and other consumables from service providers and donors through appropriate warehousing and inventory/material management system.
- To pick and pack PPE and other consumables in accordance with service instruction received from the institutions.
- Distribution of PPE's and other consumables to the correct institution addresses in a proper condition and correct quantities.
- Prepare necessary documentation for delivery of PPE and other consumables to relevant institutions. Delivery seal number and proof of delivery documentations must be submitted together with invoices as proof that goods were received by the correct institution in good condition and correct quantities.
 - **Refer to SCC page 8 of 32 paragraph 4 (4.1-4.5)**

Note: Bidders must be able to render the required service in Gauteng.

Phase I	Phase II	Phase III	Phase IV
Pre-Qualification Criteria	Compliance with mandatory and other standard bidding documents	Functionality	Price and B-BBEE
Regulation 4(1)(a)	Standard Bidding Documents must be completed and signed	Bids evaluated in terms of Functionality (Minimum threshold 66,67%)	Bids evaluated in terms of 80/20 preference system

- **Phase I: Pre-Qualifying Criteria**

- Acceptable B-BBEE status level contributor is Level 1 to Level 4.
- Proof of original and valid B-BBEE status level verification certificates or **originally certified** copies thereof or an **original certified** sworn affidavit signed by the EME representatives AND attested by Commissioner of Oath. Also CIPC system generated sworn affidavits must be originally certified.
- A trust, consortium or Joint-Venture (JV) must submit a **consolidated** B-BBEE certificate.
- Public entities must also their B-BBEE certificate.

Note: Refer to SCC on page 9 of 32 and refer to 5.1.7 on page 10.

RT48-2021 EVALUATION CRITERIA

- **Phase II: Mandatory and other Standard bidding documents requirements.**
 - Warehouse and related infrastructure:
 - Minimum 5000m² ,
 - Submit supporting documents confirmation of ownership, lease agreements etc,
 - Warehouse to be equipped with the necessary warehouse management systems and handling equipment,
 - minimum of two forklifts
 - Warehouse and goods in Transit
 - Submit proof of warehouse and goods in transit insurance or quotation indication policy number.
 - Public Liability Insurance
 - Submit proof of warehouse and goods in transit insurance or quotation indication policy number.
 - **Authorisation Declaration:** A bidder who is sourcing goods or services from a third (3rd) party must complete the “Authorisation declaration” (TCBD 1) in full for all relevant goods or services, sign it and submit it together with the bid response. Also attached a letter from 3rd party signed in a letter-head of the 3rd party institutions.

Note: Refer to SCC on page 10-11 of 32

RT48-2021 EVALUATION CRITERIA

- **Phase III: Functionality**

- Functionality will be evaluated on the basis of the response and supporting documents provided by the bidders as per;
 - Criteria
 - Measure
 - Scoring/ rating scale; and
 - Weight

Note: The minimum or acceptable qualifying score is **66,67%**.

- Refer to **Table 3 & 4** of SCC on page 12.
 - Fleet Capacity
 - Warehouse Management Systems Experience
 - Warehouse Experience
 - Warehouse Staff Complement
 - Security

As per SCC on page 11-14 of 32.

- Phase V: Price and B-BBEE
 - 80/20 Preference Point System will be used
 - The bid price (Maximum of 80 points)
 - A maximum of 20 points may be allocated to bidders for attaining their level 1 B-BBEE status level of contribution

- A maximum of 20 points may be allocated to a bidder for attaining their B-BBEE status level of contributor in accordance with the table below:

B-BBEE Status Level of Contributor	Number of Points for the 80/20 systems
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-Compliant contributor	0

ACCEPTABLE BID

1. Phase I: B-BBEE Level 1-4
If a bidder does not meet the Pre-Qualification the bid will be disqualified.
2. Phase II: Provide proof of warehousing space of a minimum of 5000 m² in Gauteng. Refer to slide 13.
3. Phase III: Minimum total score of 66,67% (Refer to slide 14 and 15, and page 11-14 of SCC).
4. Phase IV: Compliance to pricing structure as indicated on page 14-17 of SCC

UNACCEPTABLE

1. B-BBEE Level 5-8, Non-Compliant B-BBEE Status or No B-BBEE Certificate.
2. No supporting documentation provided s bid will be disqualified.
3. Any score below 66,67% will be deemed non-responsive bid.
4. Non-adherence may invalidate the bid.

- VAT
 - It is mandatory for a business to register for VAT if the total value of taxable supplies made in any consecutive twelve month period exceeded or likely to exceed R 1 000 000 (one million).
- TAX COMPLIANCE
 - All bidders must be tax compliant at the time of award.
 - In case of JV/Partnership, all parties must be compliant at the time of award. If one party is not compliant the bid will be disqualified.

8. PRICING SCHEDULE

- Bidder/s is/are required to submit responsive bid by completing all the prices per line items that they are bidding for.
- Bid prices must be inclusive of all cost such as travelling cost, transport cost, labour, accommodation, parking and other related cost.
- All bid price must be inclusive of VAT OF 15%. (All applicable taxes)
- The pricing schedule Annexure 2 must be a an excel soft copy in a USB, (NOT scanned PDF).

NOTE:

- Bidders are requested to also print and sign the pricing schedule, this document must be included in hard copy file.
- Failure to submit a signed pricing schedule will invalidate the bid and result in a bid being disqualified.
- Refer to SCC on page 15 of 32 paragraph 5.5.4 and sub-paragraph 5.5.4.1-5.5.4.4

- Any bidder who is sourcing goods or services from a third party must complete the “Authorization Declaration” (TCBD 1) in full for all relevant goods or services, sign it and submit it together with the bid documents at the closing date and time of the bid.
- **Note:** TCBD 1.2 must be in a letter-head of the third party
- **Note:** Failure to submit a duly completed and signed Authorization Declaration, with the required annexure(s), in accordance with the above provisions will invalidate the bid for such goods or services offered.

Declaration of Bidder`s Past Supply Chain Management Practices – SBD 8

- This Standard Bidding Document must be completed and submitted with the bid document
- It serves as a declaration to be used by institutions in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system
- The bid of any bidder may be disregarded if the bidder, or any of its directors have:
 - a) abused the institution’s supply chain management system;***
 - b) committed fraud or any other improper conduct in relation to such system; or***
 - c) failed to perform on any previous contract***

Certificate of Independent Bid Determination – SBD 9

- Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging). Collusive bidding is a prohibition meaning that it cannot be justified under any grounds
- Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorizes accounting officers and accounting authorities to:
 - a) ***Disregard the bid of any bidder if that bidder, or any of its directors have abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.***
 - b) ***Cancel a contract awarded to a supplier of goods and services if the supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract***

- **Reporting**
 - **Historical Data**

Historical value and volume reports to be submitted to Contract Management on monthly basis

- **Performance Measures**
 - Delivery period adherence
 - On time payment
 - On time order placement

9. RETURNABLE STANDARD BIDDING DOCUMENTS – REFER TO PAGE 5 OF 32 ON SCC (Table 1)

- ❖ **SBD 1:** Invitation to bid
- ❖ **SBD 4:** Declaration of Interest
- ❖ **SBD 6(1):** Preference Points Claimed(BBBEE)
- ❖ **SBD 8:** Declaration of bidder’s Past SCM Practices
- ❖ **SBD 9:** Certificate of Independent Bid Determination
- ❖ **TCBD 1:** Authorisation Declaration
- ❖ **TCBD 1.1:** List of goods or services offered
- ❖ **TCBD 1.2:** Authorisation Letter
- ❖ **CSD:** Detailed CSD Report
- ❖ **CIPS:** Shareholding Portfolio

- ❖ **Company Profile**
- ❖ **Fully signed General Condition of Contract**
- ❖ **Fully signed Special Condition of Contract**
- ❖ **Original and valid B-BBEE status level verification certificate or a originally certified copy thereof or an original Sworn Affidavit**
- ❖ **Warehousing – Utility Bill or Lease Agreement**
- ❖ **Forklift Registration licence or Lease Agreement**
- ❖ **Software License for Inventory / Warehouse Management System**
- ❖ **Valid Warehouse and Goods in Transit Insurance/Quotation**
- ❖ **Valid Public Liability Insurance or Quotation**
- ❖ **Pricing Schedule (Annexure A) – signed hard copy and electronically completed as per format indicated on pricing schedule NOT scanned PDF.**
- **NOTE:** Refer to TCBD 5-Checklist

NOTE: Important notice

- One (1) original hard copy clearly marked as “original”
- One (1) memory stick or USB with all the documents on the original hard copy and a soft copy of a pricing schedule to the National Treasury (NT): TIC by the closing date and time of the bid.
- Bidders must ensure that the USB is properly secured.
- In the event that a hard copy of the bid documents is not received on or before the closing date and time, the bid will be invalidated.
- **Where bids should be delivered-Physical Address:**

Physical Address

National Treasury
240 Madiba Street
Pretoria
0001

Postal Address

National Treasury
240 Madiba Street, Tender Information Centre (TIC)
Private Bag X115
Pretoria
0001

NOTE: Bid documents to be deposited in the tender box,
Tender Information Centre (TIC), Ground Floor.

• Questions and Answers

Thank You