



OFFICE OF THE SCM – ACQUISITION: TSOLO AGRICULTURE AND RURAL DEVELOPMENT INSTITUTE

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ADVERTISEMENT

Bids are hereby invited from experienced service providers for the supply for own collection of Fuel and related lubricants on as a required basis for TARDI.

BID DESCRIPTION	BID NO	ADVERT DATE	CLOSING DATE	CLOSING TIME
Bid Notice for Supply (Only) Fuel (Diesel and Petrol) and Related Lubricants for own collection for TARDI	TA- 22/23/TAR-00026	16/02/2023	20/02/2023	11h00

Availability of documents :16 February 2023

(Since COVID-19, the institute moved to online advertising. Please download the Tender Document from <https://www.tardi.ac.za>)

SUBMISSION: The completed Quotation and any supporting documents must be sent back through the following email:acquisitions.tsolo@drdar.gov.za (Late documents won't be considered)

NB: How to submit: Please ensure your documents are not bigger than 5MB to go through on email, these are the different submission strategies **1. Send a link e.g.** Google drive or WeTransfer, **2. Zip your documents or 3. Send in different email batches.**

REQUIREMENTS

- The Service Provider can be anywhere however the collection point (fuel station) must be within a 15-25km radius of TARDI.
- The fuel will be collected directly from a SABS approved fuel (garage station) and the Service Provider must be the Fuel (garage) station owner or have a contract in place at the time of responding to this advert with the fuel (garage station) where he/she will open an account for TARDI for the period advertised herein.
- TARDI must have **24hours** access to the services for the collection of fuel whenever needed.
- If not directly a fuel station, the TARDI account with the fuel station must be provided immediately after receiving the letter of appointment.
- **The quantity of fuel is fixed to 25 000 L of Diesel and 1000 L of petrol and the price will be adjusted as per fuel tariffs adjustments. And thus quote must bear this in mind as this will have a bearing on the final costs.**
- A record book indicating collection date, amount and signed by both TARDI representative and service provider must be in place to keep track of fuel collected.





The evaluation Criteria for this procurement will be as follows:

Price Points	= 80
Specific goals	= <u>20</u>
TOTAL	=100

Points will be awarded to a bidder for attaining the Specific goals in accordance with the table below:

Specific goals	Number of Points (80/20 System)
An EME or QSE which is at least 51% owned by Black People	10
Located in the municipality area or District municipality	2
An EME or QSE which is at least 51% owned by women	4
An EME or QSE which is at least 51% owned by youth (up to 35 years of age)	2
An EME or QSE which is at least 51% owned by people with disability	2

Prospective Service Providers must take particular note of the following:

- Prospective Service Providers are required to submit **certified ID Copies and CIPRO certificate.**
- Service providers to submit, **medical certificate, SASSA registration or confirmation of disability** from relevant authority. (**ONLY SERVICE PROVIDERS WITH DISABILITY**)
- Service providers to submit **Municipal Statement of account** or **lease agreement** if renting premises or **Council letter** confirming the proof of address.
- In the case of JV Agreement must attached, a valid authentic JV agreement, and letter of signatories together with their quote for the quotation to be considered further.
- All prospective service not registered on the **CENTRALIZED DATABASE** of National Treasury and **LOGIS-Systems** must do so before the closing date of the bid. Clients are also urged to update and confirm that their banking details on LOGIS are correct.
- Service providers must submit proof of registration on the **Centralized Supplier database.**
- Tax compliant Status and Directors/Shareholders will be verified on **Centralized Supplier Database (CSD).**
- **If a service provider is not VAT registered, it is not expected to charge VAT.**
- Bids which are late, incomplete, unsigned or submitted by facsimile or electronically, will not be accepted.
- Bids must valid for a period of 30 days after the closing date.

DELIVERY DETAILS:

Delivery address: To be **COLLECTED** BY Tsolo Agriculture and Rural Development Institute REPRESENTATIVE on as required basis.

CONTACT PERSON:

Ms. Y. Sikhunyana	076 868 7292 (Technical)
Mr. O Mtlomelo	066 125 8893 (Technical)
Ms. S. Mvambo	063 295 0444 (Administration)

Name : Nandipha Toyota Ndudane

Capacity : Director/Principal

Signature : 

Date : 16/02/2023