

RFQ No: 11/07/2023

RFQ Date: 25 July 2023

From: Supply Chain Management

Contact Person : Lastar Makhubela

Tel : 012 003 1400

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REFERENCE NO: 11/07/2023

You are hereby invited to submit a quotation as per the specification or terms of reference indicated below/attached. Please provide a written quotation to the above-named contact person in the Supply Chain Unit at FPB on or before the closing date and time as indicated below. Please read the notes below before completing your quotation.

Failure to specifically quote as per the specification or terms of reference, and complying with the listed instructions will result in your quotation being disqualified.

1. Detailed Specification/Terms of reference

Expected date of delivery	15 August 2023
Time:	10:00
Venue:(Place of delivery)	FPB Head Office (Centurion)
Type:	Social media equipment Camera, Tripod, Ring lights and Drone
Detailed Specification Requirement	
	<u>Special requirements</u>

<p>DSLR CAMERA X1</p>	<ul style="list-style-type: none"> - EOS 5D Mark IV DSLR Camera with 24-205mm f/4L II Lens - EF 24-105mm f/ - DSLR Camera with 24-105mm f/4L II Lens - EF 24-105mm f/4L IS II USM Lens - LP-E6N Lithium-Ion Battery Pack (7.2V, 1865mAh) - LC-E6 Charger for LP-E6 Battery Pack - Eyecup Eg - RF-3 Body Cap EOS Cameras - IFC-150U II USB 3.0 Interface Cable for EOS 7D Mark II DSLR - Cable Protector - Wide Neck Strap - Software CD-ROM - A large 3.2" 1.62m-dot Clear View II LCD monitor - 30.4MP Full-Frame CMOS Sensor and DIGIC 6+ Image Processor - Bluetooth - Built-in Wi-Fi, GPS, and an easy-to-navigate touch-panel - touchscreen LCD. - 30.4MP Full-Frame Sensor - DIGIC 6 plus Image Processor - 3.2" 1.62m-Dot Touchscreen LCD Monitor - DCI 4K Video at 30 fps; 8.8MP Still Grab
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	<ul style="list-style-type: none"> - 61-Point High Density Reticular AF - Expanded ISO 102400; 7 fps Shooting - Dual Pixel RAW; AF Area Select Button - Dual Pixel CMOS AF and Movie Servo AF - Built-In GPS and Wi-Fi with NFC - EF 24-105mm f/4L IS II USM Lens - Focus Type: Auto and Manual - - Focus Mode: Continuous-servo AF (C), Manual Focus (M), Single-servo AF (S) - - Autofocus Points: Phase Detection: 61, 41 cross-type
<p>DRONE X1</p>	<ul style="list-style-type: none"> - 3-Axis Stabilized Camera - Up to 2.7K Video & 12MP Still Images - Vision Sensor + GPS Stabilization - Up to 1hour of Flight Time - Phone-Compatible Controller Included - Up to 2.5-Mile HD Video Transmission - Foldable & Lightweight Design - Supports microSD Cards up to 256GB
<p>RING LIGHT WITH REMOTE CONTROL X2</p>	<ul style="list-style-type: none"> - Color Camera/Smart phone holder - Portable and user friendly - 1x Long-range remote control - 1x 2 meter light stand - 1x Carrying bag to hold the light and

	<p>stand together</p> <ul style="list-style-type: none"> - 1x Instruction manual - Optional accessories: 970/750 battery + charger, Table stand.
<p>TRIPORD FOR THE CAMERA X1</p>	<ul style="list-style-type: none"> - K&F Concept 2624L 177cm Compact Tripod with 3-Way Head and Monopod Conversion - 360-degree panoramic rotation - Take photos at any angle in horizontal and vertical directions; easy to take panoramic photos and videos - D-Shape Aluminium Leg tubes for superior stability - Standard 1/4" Screw Camera Mount Compatible with all Digital Cameras, Lenses, most – Camcorders, GoPro devices, Binoculars and Telescopes - 4 Leg Sections with. 5 different height adjustment options plus quick-acting locking system - Dumpy Level on Shoulder - Height from 53cm to 177cm, with extended centre column to meet your needs to shoot exceptional images and footage - Convert to a monopod within seconds with height ranging from 41cm to 147cm - Folded Height: 57cm, Maximum Height: 177cm - Weight: Only 1.7kg, small enough to ensure convenient travelling - Capacity: 4Kg - 1/4" Standard connection screw on quick release plate and cell Phone Clip/Bracket

	<ul style="list-style-type: none">- Centre column design with hook attached for camera bag to provide increased stability- Carry bag- Free Cell Phone Clip/Bracket to easily mount phone on tripod, adjustable to fit all Iphone and Android phone sizes.- 2 Year South African Warranty (minimum)
<u>COMMENTS:</u>	

Closing date for submission of quotations/documents:

31 July 2023 at 12:00 pm

2. Quotation instructions:

- 2.1. Quotations should be valid for at least: **60 days.**
- 2.2. Suppliers must supply written quotations that reflect the following information:
 - Price per item (All-inclusive prices are required)
 - Delivery lead time
 - Company Name
 - Company Registration Number
 - VAT Registration Number (If applicable)
 - Address
 - Contact Person
 - Telephone/Contact number
 - Email Address
- 2.3. Suppliers must sign the Quotation Declaration in paragraph 3 below and submit along with their quotation and other relevant documents.

- 2.4. Suppliers must sign and return the relevant Standard Bidding Documents (SBD) with their quotation.
- 2.5. Valid BBBEE certificates or certified copies thereof, sworn affidavits be submitted with the quotation (Non-submission will not lead to disqualification however points will not be allocated for BBBEE)
- 2.6. Suppliers should note that the 80/20 preference points system will be applicable to transactions from R2 000 (Refer to SBD 6.1)
- 2.7. All prices must be fixed and firm.
- 2.8. All prices must be VAT inclusive. If no indication is given, prices will be evaluated as inclusive of VAT.
- 2.9. FPB does not pay deposits/upfront payments. Payment will be made after delivery of goods and/services within 30 days of receipt of a valid tax invoice.
- 2.10. The 80/20 preferential points system will apply to procurement from R2 001 to R50 000 000. Points will be awarded in line with the criteria detailed in 2.10.1 below:

2.10.1. Preferential points scoring

a) POINTS AWARDED FOR PRICE

A maximum of 80 points is allocated for price on the following basis:

80/20

$$Ps = 80 \left(1 + \frac{Pt - Pmax}{Pmax} \right)$$

Where

- Ps = Points scored for price of tender under consideration
Pt = Price of tender under consideration
Pmax = Price of highest acceptable tender

b) POINTS AWARDED FOR SPECIFIC GOALS

In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the

- tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
 - (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
 - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table Specific goals for the Requests for Quotation (RFQ) and points claimed are indicated per the table below.

Note to service provider: The service provider must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the service provider)
Owned by women	8	
Owned by youth	6	
Owned by people with disabilities	2	
BBBEE levels 3 or lower	4	

- 2.11. Delivery will be as per the delivery address above, unless specifically specified otherwise.
- 2.12. All purchases will be made through an official order form. Therefore, no goods or services must be committed/rendered or delivered before an official purchase order has been received.
- 2.13. Depending on the type of goods and services to be delivered the successful bidder may be requested to sign a contract/service level agreement before delivery of goods/services may commence.

Kind regards
Supply Chain Unit

Attachments: SBD 1, 4, 6.1.

QUOTATION DECLARATION

RFQ No: 11/07/2023

I/we the undersigned, who warrants that he/she is duly authorised to do so on behalf of the company declares that:

1. The information furnished on this quotation is true and correct.
2. If the information provided on this quotation is found to be incorrect, FPB, in addition to any other remedy it may have:
 - 2.1. Recover all costs, losses or damages it has incurred or suffered as a result of that person's conduct; and
 - 2.2. Cancel the purchase order and claim any damages which it has suffered as a result of having to make less favourable arrangement due to such cancellation;
3. I have read, fully understand and hereby accept FPB's standard quotation instructions detailed in paragraph 2.

Name (Person responsible for the quote)

Signature (Person responsible for the quote)

Date: