REQUEST FOR PROPOSAL(RFP)TO APPOINT AN ENTITY TO UNDERTAKE QUALITY ASSURANCE SERVICES FOR COVID-19 PERSONAL PROTECTIVE EQUIPMENT (PPE) ON BEHALF OF DEPARTMENT OF HEALTH FOR A PERIOD OF EIGHTEEN MONTHS TENDER NUMBER 'ISI2022 QUALITY ASSURANCE SERVICES FOR PPE.'

PROJECT BRIEF

As Covid-19 cases and deaths continue to surge in South Africa due to the more contagious variant, the country is faced with the need to take some extraordinary measures to mitigate the spread of the virus. The World Health Organization (WHO) declared the Covid-19 virus as a pandemic which informed the South African government to follow and declare the virus as a state of disaster. Under the Disaster Management Act of 2002 certain regulations have been invoked to address the escalation or containing and minimizing the effects of the disaster.

Through the COVID-19 Response Mechanism, the Global Fund has approved funding to mitigate the impact of the pandemic on HIV/AIDS, Tuberculosis, and Malaria. To prevent transmission of infections including the COVID-19 amongst healthcare workers and patients, as well as the urgent need to restock PPE, the NDoH Global Fund Cluster has obtained approval to procure PPE using the appointed sub-recipients and through National Treasury transversal contracts. The PPE will be delivered to a central warehouse (Gauteng) to act as buffer stock for a robust and strategic response.

Prior to delivery to the central warehouse, all stock will be subjected to a quality assurance verification using a quality assurance PPE product vetting checklist (Annexure A). The quality assurance component seeks to verify that the product of PPE received from suppliers conforms to the packaging, design, functionality, claimed intended use by the manufacturer, and technical specifications. The quality assurance framework is not limited to the testing of samples but encompasses all activities that the service provider will undertake from receipt of the consignment until such a time that the consignment is released for distribution. The service provider will be required to document the quality assurance activities as proof that these activities were successfully undertaken.

Laboratory quality testing of the PPE received is mandatory and the service provider will be responsible for random sampling of the different batches received (quantity to be determined by the amount of stock received) for quality testing. As such, the service provider will be required to send all the samples drawn to the South African Bureau of Standards (SABS) or a SANAS accredited lab for testing. Once results from the laboratory are received, the service provider will be able to adequately complete the PPE product vetting list which makes provision for comparing the certificate of compliance submitted by the supplier for the PPE item against the Laboratory QA test results.

LEGAL FRAMEWORK

The following legislation framework informs this request for proposal (RFP):

a) Constitution of the Republic of South Africa Act No. 108 of 1996.

b) Public Finance Management Act No. 1 of 1999
c) Treasury Regulations of 2017
d) Preferential Procurement Policy Framework Act No. 5 of 2000
e) Broad-Based Black Empowerment Act No. 53 of 2003
f) Occupational Health and Safety (OHS) Act No. 85 of 2003
g) Compensation for Occupational Injuries and Diseases Act No 130 of 1993
h) Promotion of Access to Information Act No 2 of 2000
i) Promotion of Administration Justice Act No. 3 of 2000
j) Occupational Health and Safety Act No. 85 of 1993
k) Disaster Management Act No. 57 of 2002
l) Standards Act No. 29 of 1993
m) Trade Metrology Act No. 9 of 2014

1. Purpose

Isibani Development Partners is a Sub-Recipients of the National Department of Health (NDoH) appointed to implement Global Fund TB/HIV programmes from the 1st of April 2022 to 31st March 2025. The National Department of Health (NDOH) has appointed Isibani Development Partners, to issue the tender on behalf of the grant.

Isibani Development Partners therefore seeks to appoint an entity to provide quality assurance services for personal protective equipment (PPE) for a period of (18) months.

2. Scope of work/ key deliverables

The appointed professional service provider will be expected to render quality assurance services to:

- Conduct necessary tests to ensure that the PPE supplied to health facilities meets the required quality standards.
- Inspection and sampling of the PPE items at the site of manufacture or storage.
- Ensure quarantine of the PPE items at the suppliers' respective warehouse/s.
- Produce a comprehensive unbiased report on each PPE batch tested.
- Communicate results of the tests to Isibani Development Partners and NDoH.

3. Personal protective equipment testing items and standards.

The following are the PPE items that are expected to be tested according to the standards

Item no	Product name	Sizes	South Africa Standards	International Standards
1	Respirators (N95)	Small, Medium, Large	SANS 50149, Respiratory protective devices- Filters half masks to protect against particles- Requirements, testing, marking SANS 1866, Part 2: Medical respirators SANS 10220, standard for selection, use and	*Minimum FFP2 according to EN 149, EU PPE. * Regulation 2016/425 Category III, or * Minimum N95 respirator according to FDA Class II, under 21 CFR 878.4040. and CDC NIOSH, or equivalent ISO 16900-1 ISO 17420-1 and 2 ISO/TS 16976-8: 2013, Respiratory protective

Item no	Product name	Sizes	South Africa Standards	International Standards
			maintenance of respiratory PPE (Guidance standard not tested against) SAHPRA: Class B	devices- Human factors- Part 8: Ergonomic Factors 42 CFR Part 84 Chinese PAHO standards According to EN 149 Respiratory protective devices-
2	Surgical Mask	One size	SANS 1866-1 2018 Medical devices Part 1: Medical face masks SANS 1866 : 2008 (Provides alternative tests to the, BFE test) SANS 50149: 2003 SAHPRA Class A Non- sterile- exclusion from SHPRA licence	*EU MDD Directive 93/42/EEC Category III or equivalent *EN 14683 type II, IR, IIIR *ASTM F2100 minimum level 1 or equivalent ISO/ TS 16976-8:2013, Respiratory protective devices- Human Factors-Part 8: Ergonomic factors. Chinese PAHO standards
Item no	Product name	Sizes	South Africa Standards	International Standards
				According to EN 14683 Surgical Masks- Requirements and test methods, surgical masks are classified into three types, TYPE I, TYPE II and TYPE IIR. TYPE II and TYPE IIR are applied to medical staff. The Chinese standards of YY 0469-2011 and YY/T 0969-2013 cover the classification and requirements describes in EN 1483
3	Gown: Cotton	Large/ Extra large	SABS 1401 Part I and IV Type P 48. 100% Cotton and fully pre-shrunk SAHPRA: Class A Non-sterile- exclusion from SAHPRA	

Item no	Product name	Sizes	South Africa Standards	International Standards
4	Gown: Reusable, water resistant	Large, extra large	SANS 53795 and ISO 5099 for water resistance SAHPRA: Class A Non- sterile- exclusion from SAHPRA licence	ISO 16604 and ASTM 1671
5	Gown: Disposable (isolation)	Large Extra Large	SANS 53795 as per standard performance (Fluid penetration resistance= 20cm) Surgical drapes, gowns and clean air suits, used as medical devices for patients, clinical staff and equipment- General requirements for manufacturers, processors and products, test methods, performance requirements and performance levels SAHPRA: Class A Non-sterile- exclusion from SAHPRA licence	*EU PPE regulations 2016/4325 and EU MDD Directive 93/42/EEC *FDA class I or II medical device, or equivalent *WHO spec: (AAMI PB70 all levels acceptable (Level 2 fluid penetration resistance= 20cm; Level 3 fluid penetration resistance= 50cm, or equivalent) ISO 13688:2013, Protective clothing- General requirements (Also provides information which must be specified on the order) EN13795- as adopted by SANS
6	Aprons	One size: Cover entire front and sits high on chest	None SAHPRA: Class A Non-sterile- exclusion from SAHPRA licence	ISO 13688: 2013 (EN)
7	Gloves, examination, non-sterile, nitrile	Small, medium, large, extra large	The examination Nitrile Gloves must be SABS or ISO certified (SANS 11193 -1:2010) for Gloves made primarily from nitrile rubber latex, polychloroprene rubber latex, styrene-butadiene rubber solution, styrene - butadiene rubber emulsion or thermoplastic elastomer solution SAHPRA	*EU MDD Directive 93/42/EEC Category III *EU PPE Regulation 2016/425 Category III *EN 455 *EN 374 *ANSI/ISEA 105 *ASTM D6319, or equivalent

Item no	Product name	Sizes	South Africa Standards	International Standards
			Class A Non-sterile-exclusion from SAHPRA licence	
8	Gloves, examination, non-sterile, latex	Small, medium, large, extra large	Non-sterile gloves must comply with and be tested according to the test methodology provided in SANS 11193-1:2010 single use medical examination gloves Part 1: specifications for gloves made from rubber latex or rubber solution SAHPRA: Class A Non-sterile-exclusion from SAHPRA licence	
9	Goggles	One size	SANS 1404, Eye-protectors for industrial and non-industrial use SANS 50166	*EU PPE regulations 2016/425 *EN 166 *ANSI/ISEA Z87.1 or equivalent CE/FDA/ ANSI Z87.1
10	Face Shield	Full facepiece length that extends to the bottom of the chin, face/ neck length that also covers the anterior neck area	SANS 1404, Eye-protectors for industrial and non-industrial use amended test methods. SANS 50166 SAHPRA Class A Non-sterile-exclusion from SAHPRA licence	*EU PPE Regulations 2916/425 *EN 166 *ANSI/ISEA Z87.1 or equivalent ANSI Z87.1-2003 (Occupational and educational eye and face protection) EU Standard directive 86/686/EEC, EN 166/2002, ANSI/ISEA Z87.1-2010, or equivalent ISO

4. Expertise requirements

The prospective service provider should be of reputable standing with documented credentials of undertaking assignments of comparable nature, scale, and complexity. Isibani will consider bids from a single firm. No multiple firms or joint ventures/ consortiums/ subcontracting arrangements working as a team will be considered.

Experience in undertaking projects of a similar scope of work is required in this project. This should be supported by letter/s of testimonials on the letterhead of the client in which similar services were rendered.

Company and staff requirements must have sound knowledge and verifiable experience of the scope of work determined in this bid.

Company profile and testimonial/ contact details of previous similar scope of work with contactable references (this should be provided on the letter of the company serviced before)

5. Duration of the project

OUTPUT	**PERIOD**
Provisioning of quality assurance services for Covid-19 personal protective equipment (PPE) for a period of three months	Eighteen (18) Months

The deliverables that are envisaged have been detailed in the preceding paragraphs based on the project implementation plan to be finalised after the inception meeting and contracting stage.

6. Desired competencies, technical background and experience

To achieve the above scope of work, the successful service providers must have:

i. At least five years' experience in providing similar services.
ii. Have relevant personnel with a master's degree, preferably in the public health, health sciences, science or other relevant field.
iii. Have relevant personnel who are trained and have the knowledge of conducting Quality Assurance Services with minimum Degree or National Diploma.
iv. Have a plan that demonstrates how they will carry out Quality Assurance tasks.
v. Have a monitoring and evaluation framework that details how they will follow up and measure progress with the QA services.
vi. Have a quality assurance plan.
vii. Have the necessary equipment to carry out QA tasks.
viii. Previous or existing working relationship with the relevant Provincial/National Department of Health will be an added advantage.

7. Evaluation criteria

This bid will be evaluated in (04) Phases as indicated hereunder:

Phase 1: Testing compliance to the eligibility criteria (mandatory requirements) mentioned on the preceding paragraph.

Phase 2: Bidders that have satisfied the mandatory requirements will be assessed against the technical evaluation criteria as indicated below. The service provider must achieve a minimum of 55 points to proceed to the next phase of evaluation, bids that fail to achieve the minimum required points will be disqualified consequently not be considered for further evaluation.

Phase 3: Bidders will be evaluated on oral presentation with regards to facts and details.

Phase 4: In this Phase bids will be evaluated on price and preference points system (B-BBEE). **80: 20 Price** (VAT Inclusive). It is the responsibility of each bidder to ensure that all applicable taxes are included in the offer. Bidders must ensure that they factor in VAT for offers above R1 million as it is a compulsory requirement of the VAT Administration Act. If an entity not registered as VAT vendor is awarded a bidder, it is expected to register for VAT within 21 days of being awarded a contract and produce such proof of registration to the client.

As a rule, Isibani Development Partners is not responsible for making a payment towards VAT on bidders that were awarded contracts without the inclusion thereof at the time of bid closure.

8. Quality Assurance framework

Quality assurance encompasses all activities that the service provider undertakes to monitor and evaluate the quality of the PPE received which includes physical verification, as well as quality testing of samples. It is not a once-off occurrence but a continuous activity that seeks to verify that the PPE received from suppliers conforms to the packaging, design, functionality, claimed intended use by the manufacturer, and technical specifications. As such, the service provider will be expected to have an established quality management system (QMS) in place which provides a defined systematic approach to how quality assurance activities will be undertaken and managed by the service provider. Service providers will be expected to conduct random sampling of PPE from different batches of PPE delivered at different intervals and send the samples for testing (same batches of PPE delivered as different consignments will still be subjected to testing even if the batch was previously tested. The service provider will also be required to document and report quality issues identified to Isibani/NDoH, SAHPRA as well as the suppliers.

9. Inspection and Sampling of product

The service provider will be required to inspect and ensure all goods on-site match the supplier's purchase order with regards to:

- Product description
- Manufacturer
- Batch number/expiry date
- Visual inspection
- Quantity total order
- Quantity samples taken

The service provider will record this information in the form of an inspection report. The service provider will be required to do random sampling across different batches to ensure consistency exists between batches.

The service provider together with the supplier will ensure the designated stock is quarantined for the duration of the QA testing process and once a pass result is received from the lab, the service provider will positively identify the quarantined stock before inbounding to NDoH GF's 3rd party logistics (3PL) service provider.

NB: All products with an expiry date of less than 12 months, should not be considered.

10. Reporting and Management of discrepancies with all consignment

Reporting

The service provider will be required to generate an inspection report within 48 hours of site inspection of the stock to Isibani and NDoH. The service provider will also be required to generate an incident report including tempering with quarantined stock.

11. Sampling for Quality Testing

The Service provider will be required to randomly select the PPE samples and send these to SABS (1 Dr Lategan Road Groenkloof Pretoria 0181) or any other SANAS accredited laboratory for testing within 24 hours of the product being received. The minimum quantity to be drawn from sampling will depend on the quantity of the consignment received. The minimum sample size of 40 masks per batch and a minimum of 5 isolation gowns per batch should be submitted for testing (This will vary on the size of the batch). The minimum sample size of gloves will be determined by SABS. The aim of the quality testing is to ensure that the stock received meets the PPE specifications in the certificate of compliance submitted by the supplier as well as those published on the Global Fund/ WHO website. The service providers warehouse management system must keep record of the quantity of the samples sent to SABS for testing - a “Samples sent to Testing” Delivery Note must accompany the samples and the document must contain the following information /fields:

1. Unique document reference number
2. Reference a Purchase Order Number as provided by Isibani Development Partners
3. Reference to the good receiving voucher (GRV) number
4. Date the document was generated
5. The fully address detail of the SABS delivery point
6. Marked for attention Mrs/Mr (Name contact number to be provided on award of the Tender)

List of all items pertaining to a specific GRV listed by:

- Item code
- Item description
- Batch / Expiry

• Quantity = (3 single items)

A place on the Sample Delivery Note for the person receiving the goods to record:

- Name
- Rank
- ID number/ Persal Number
- Date received
- Total single items received
- Signature
- Stamp of the organisation or Department of Health establishment Stamp

The POD for the sample delivery to the SABS must be scanned and treated like a normal Healthcare Establishment POD process.

All reports of the testing together the product vetting checklist should be completed and shared with Isibani Development Partners and NDoH as proof that the PPE consignment meets all the technical specifications. NDoH and Isibani Development will then provide instruction to the service provider to release the stock relating to that specified consignment. The written instruction given, will reference the GRV number and the item code/description.

Should the test results from the laboratory quality testing demonstrate that the PPE item fails to meet the minimum requirements, then the service provider will report this to NDoH and Isibani Development Partners, and the affected batch rejected the supplier may request retesting at their cost.

Should the second round of testing fail to demonstrate that the PPE item meets the minimum requirements, the service provider will be required to share a copy of the test results with both NDoH, Isibani and the supplier. The supplier will be required to report the test results on SAHPRA and NRCS websites within 7 working days. All PPE that fails to meet the minimum requirements will remain in quarantine and the supplier will be required to provide a copy of the decision and action recommended SAHPRA to the service provider which determines whether the stock can be rebranded or destroyed. The supplier will then have to provide proof that either of the actions above has been undertaken as determined by the SAHPRA.

12. KPI Reporting

Process / Activity	KPI	KPI Calculation	Service Definition	Target Performance Level	Period used as Basis for Calculation
Samples sent on time to laboratory	% of Samples sent to the laboratory on time	Number of samples (per batch) sent to the laboratory on time divided by the total number of samples (per batch) x 100	• Samples sent on time to the laboratory i.e. 24 hours after sample inspection	99.5%	Monthly
Inspection Report	% of Inspection reports sent on time.	Number of inspection reports sent to NDoH on time divided by the total number of inspection reports x 100	• Inspection reports sent to the NDoH on time i.e. 48 hours after sample inspection	99.5%	Monthly
Incident Reporting	% of Incident reports sent on time.	Number of incident reports sent to NDoH on time divided by the total number of incident reports x 100	• Incident reports sent to the NDoH on time i.e. 48 hours after sample inspection,	99.5%	Monthly
Release of batch for inbounding after pass laboratory test	% of batches released for inbounding on time	Number of batches released for inbounding to the NDoH central warehouse on time x total number batches taken for testing x 100	• Release of batch for inbounding after pass laboratory test on time i.e., 48 hours after receiving a pass result from the laboratory	99.5%	Monthly

13. Penalties Scheme

Reporting of Service Levels

All service levels which are required to be reported by the service provider will be calculated at the frequency specified in the column headed “Calculation Frequency”. KPIs calculated monthly will be reported monthly and those calculated on a weekly or monthly basis are reported monthly.

For all KPIs, with a special focus on preparation and delivery errors, service provider will demonstrate their continuous effort to improve their performance and reach the specified target levels.

Exceptions

The service provider shall not be liable for any failure to achieve a Service Level and any Service Credits to the extent such failure is caused by any of the following:

- A Force Majeure Event.
- Any act or omission of NDoH and Isibani Development Partners, including Isibani/NDoH’s failure to perform its obligations pursuant to this Agreement.

All order picking incidents will be investigated and included in the KPI calculation if applicable. Unless there is strong evidence of service provider’s fault, the service provider will not be held financially accountable for order picking incidents reported by Isibani and NDoH more than 72 hours from the time of order delivery.

NDoH and Isibani will allow for a 0.5% deviation in inventory units (not to exceed R50,000 for the contract period, calculated at receipted cost) due to losses and shrinkage in the warehouse and transportation during the contract period. This reconciliation will be done every three (3) months. Any other losses, damages, or inventory adjustments in the warehouse due to service provider negligence will be reimbursed to NDoH and Isibani at receipted cost. Additionally, any other losses and damages during transportation due to service provider’s negligence will be reimbursed receipt cost, including all charges related to the new replacement order.

Penalty-applicable KPIs

Process / Subprocess	KPI	KPI calculation frequency	Performance levels		
			Target	Penalty applicable	Contract termination applicable
Overall process	% Of Samples sent to the laboratory within 24 hours	Monthly	99.5%	≤ 97.5%	≤ 95.0%
	% Of batches released for inbounding on time	Monthly	99.5%	≤ 97.5%	≤ 95.0%

Contractual penalties will apply within the duration of the agreement. Contractual penalties for each performance indicator will be 1% of total monthly fees, these penalties are calculated and paid monthly.

15. Guarantee of performance

The bidder identified as the preferred bidder subsequent to the adjudication of the bids must provide a Performance Guarantee in the wording and to the amount of the pro forma attached as Addendum 1 to the Terms of Reference included in this document. The final awarding of the contract is conditional upon the furnishing of this guarantee to the Department within seven (7) days from being so requested by the Department and the Department finding the guarantee acceptable.

16. Service Level Agreement

After furnishing an acceptable guarantee to Isibani the successful bidder and Isibani Development Partners will conclude and enter into a Service Level Agreement together with the attached Terms of Reference and National Treasury General Conditions of Contract will constitute the entire agreement between the parties.

17. Caveat and disclaimer

Whilst all reasonable care has been taken to incorporate all the available information in preparing this Terms of Reference document, the information contained therein does not purport to be comprehensive. Nor should it be taken that any of the information will remain valid for the entire period of the bidding process, or of the subsequent contract period.

Isibani reserves the right to amend, modify or withdraw this Terms of Reference or terminate any of the procedures or requirements during the procurement process of the service at any time, without prior notice and without liability to compensate or reimburse any person in relation thereto.

The terms and conditions set out in this Terms of Reference regarding the content of any bid are stipulated for the express benefit of the Isibani and Department and save as expressly stated to the contrary, may be waived at the Department's discretion at any time. Isibani reserves the right to adopt any proposal made by a Bidder at any time and to include such proposal in any procurement documentation which may or may not be made available to other Bidders, without compensation. The Terms of Reference is provided solely for the purpose set out herein and is not intended to form any part or basis of any investment decision by Bidders, their equity members, or funders. Each person to whom the Terms of Reference is made available is to make its own independent assessment of the service after making such investigation and taking such professional advice as it deems necessary.

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Bids will be evaluated in a four (4) phase stage as listed below:

Phase 1: Bidders must satisfy the mandatory administration criteria for them to be evaluated further. Bidders who do not meet the criteria will be disqualified and will not be eligible for further evaluation.

Mandatory Administrative Requirements

It is the responsibility of each supplier to ensure that complete documents are submitted on or before the closing date and time.

The bidders must submit all required documents indicated hereunder:

1. Declaration of Interest SBD4. https://etenders.treasury.gov.za/content/tender-documents
2. Declaration of Bidder's past Supply Chain Management Practices SDB8. https://etenders.treasury.gov.za/content/tender-documents
3. The winning suppliers should complete the certificate of independent bid determination (SBD 9) https://etenders.treasury.gov.za/content/tender-documents
4. Valid B-BBEE Status Level Verification Certificate (1or 2) (where preference points are claimed) (Original or Certified Copy).
5. Registration certificate with CIPC or proof of ownership/ shareholding.
6. The service provider must submit a valid tax clearance certificate (tax status pin) for confirmation of Value Added Tax (VAT) and other Tax related matters.

NB: When submitting the tax clearance certificate (tax pin status, please also submit a report (proof) not older than one (1) month generated from SARS website that confirms that your entity is compliant.

7. The supplier must submit a profile of the entity which includes but is not limited to the following:
   Name, structure and strategies,
   Names and identity numbers of all directors, chief operating officers,
   Business: products and/or services which the entity is trading.
8. Risk management strategy to mitigate against any risk that might arise for the duration of the contract.
9. Three (3) testimonial letters (contactable) (which should be linked to this bid) from previous contractors/client clearly demonstrating the services provided.
10. Stamped Bank Confirmation Letter (not older than 3 months).
11. Proof of a Quality Management System inclusive of a Waste Management Process
12. Proof that service provider has adequately qualified and trained personnel to undertake quality assurance activities for the PPE.

18.3. Technical Evaluation Criteria

The bid evaluation committee will assess the extent to which proposals submitted in response to this term of reference meet the evaluation criteria below.

Functionality will be evaluated individually by Members of the Bid Evaluation Committee (BEC) in accordance with the below functionality criteria and values. The applicable values that will be utilized when scoring each criterion range from: **0 = No response, 1 = Poor, 2 = Average, 3 = Good, 4 = Very Good and 5 = Excellent**

SCORE	CLASSIFICATION
0	No response (complete non-compliance)
1	Poor, significantly below requirements
2	Average, below requirements
3	Good, meets requirements
4	Very Good, meets requirements
5	Excellent, significantly above requirements

Phase 2: Functionality/Technical Evaluation

Bid Scoring – Evaluation process to access technical competencies

	Criterion	Weighting
1	Company profile including the history of operation.	5%
2	Technical approach and methodology on similar project	30%
3	Relevant Experience of Personnel	15%
4	Previous Experience with similar project	15%
5	Risk mitigation strategy	10%
	Total	**75%**

The bidders will be required to achieve a minimum threshold score of 55% out of 75% to proceed to the presentation phase.

Phase 3: Bidders who meet the minimum functionality thresholds will be subjected to a compulsory site inspection aimed at determining the ability, technical expertise, and or infrastructural and human resource ability and qualifications to undergo the full scope of the project.

	Criterion	Weighting
1	Alignment between submitted proposal and oral presentation with regards to facts and details	15%
2	Ability to respond fully to questions raised by the BEC and provide additional requested information	10%
PRESENTATION SUBTOTAL		**25%**
TECHNICAL COMPETENCY		**75%**
GRAND TOTAL		**100%**

The bidders will be required to achieve a minimum threshold score of 70% out of 100% to be considered to the next stage of evaluation.

Phase 4: Financial Evaluation (Fee Proposal)

1	Costing (All costing should be included and itemized in the proposal as listed in the below table	80%
2	B-BBEE Status only Level 1 or 2	20%

The Service provider must provide the total expected cost for each of the defined activities below: Please Note that all pricing submitted must be inclusive of the legislated 15% VAT.

Activity	Unit of measure	Cost per unit (Ex VAT)	Cost per unit (including VAT)
Respirators/N95/ Surgical/3 Ply Masks			
Site and Sample Inspection	Per/Batch		
Sample Collection and Testing	Per/Batch		
Evaluation of Samples			

Post testing and Inspection			
Travel Costs (Reimbursable Cost)			
Administrative Costs			
Gowns (Cotton/Re-Usable/Water Resistant/Disposable/Isolation)			
Site and Sample Inspection			
Sample Collection and Testing			
Evaluation of Samples			
Post testing and Inspection			
Travel Costs (Reimbursables)			
Administrative Costs (Reimbursables) (Please Specify)			
Physical Inspection and Verification for other PPE Items			
Physical Inspection and Verification for other PPE items as an when required (goggles, aprons, face shields, sanitizers, and gloves)			
Total bid Price VAT excluding:			
Total bid Price VAT including:			

NB: Minimum samples for Masks to be tested per batch =40
Minimum Samples for Gowns to be tested per batch = 5

Preferential points (Points will be allocated according to **B-BBEE** Rating) NB: Points will be allocated to all those who submit their valid original or certified copy of **B-BBEE** certificate, affidavit. In case of a joint venture, consortium, or partnerships the consolidated valid BBBEE certificate or certified copy.

Activity	**Unit of measure**	**Cost per unit (Ex VAT)**	**Cost per unit (including VAT)**
Respirators/N95/ Surgical/3 Ply Masks			
Site and Sample Inspection	Per/Batch		
Sample Collection and Testing	Per/Batch		

Evaluation of Samples			
Post testing and Inspection			
Travel Costs (Reimbursable Cost)			
Administrative Costs			
Gowns (Cotton/Re-Usable/Water Resistant/Disposable/Isolation)			
Site and Sample Inspection			
Sample Collection and Testing			
Evaluation of Samples			
Post testing and Inspection			
Travel Costs (Reimbursables)			
Administrative Costs (Reimbursables) (Please Specify)			
Physical Inspection and Verification for other PPE Items			
Physical Inspection and Verification for other PPE items as an when required (goggles, aprons, face shields, sanitizers, and gloves)			
Total bid Price VAT excluding:			
Total bid Price VAT including:			

B-BBEE Status Level of Contributor	Number of points (90/10 system)	Number of points (80/20 system)
1	**10**	**20**
2	**9**	**18**
3	**6**	**14**
4	**5**	**12**
5	**4**	**8**
6	**3**	**6**
7	**2**	**4**
8	**1**	**2**
Non-compliant contributor	**0**	**0**

19. Special conditions

1. The bidder must ensure the correctness and validity of the quote. All price(s) and quantities quoted are at the bidder's risk. The prices quoted shall be "firm prices" and shall remain valid for the procurement period. Non-firm prices (including rates of foreign exchange variations) will not be accepted.
2. Isibani Development Partners reserves the right to conduct supplier due diligence prior to final award or at any time during the contract period. This may include site visits.
3. Isibani Development Partners reserves the right to award according to the most economical service option submitted. And will under no obligation accept the lowest or any quote.
4. Isibani Development Partners reserves the right to stop the contract partly or, temporarily or indefinitely, in which event neither claim nor liability whatsoever shall lie against the contractor due to non-compliance, non-performance, by the supplier.
5. Isibani Development Partners reserves the right to not make an award.
6. Isibani Development Partners reserves the right to conduct price negotiations, where deemed necessary.
7. Isibani Development Partners reserves the right to request any relevant documentation at any stage of implementation.

All suppliers are bound to protect the confidentiality of all data (including the protection of personal information) and information gathered and accessed through the work on assignment. Information and data received and accessed through this project may only be used to meet the objectives outlined in these specifications

20. Supplier Due Diligence

- Isibani will conduct supplier due diligence prior to final award. Isibani may also conduct preannounced/ non-announced site visits during the contract period. During the due diligence process the information submitted by the bidder will be verified and any misrepresentation thereof may disqualify the bid in whole or parts thereof.

- Isibani reserves the right to reject any product/ service that is not compliant with the specifications and any other legislative framework related to PPE products/ items.

- Isibani reserves the right to terminate the contract at any stage if there is a substantive proof of inefficiency in the delivery of the product/ items.

21. Annexure A: Comparison Certificate of Compliance from Supplier and Quality test results

Quality control results by an external laboratory
Product name:
Batch number:
Expiry date:
Manufacturer name:

Manufacturer's certificate of analysis	External laboratory certificate of analysis	Actions taken

Specifications	Norm	Result	Conclusion (C/NC)	Result	Conclusion (C/NC)	
Total						

22. BRIEFING AND ENQUIRIES

22.1 Potential service providers are requested to attend a virtual non- compulsory briefing in the following link provided:

For Technical and Admin enquiries you may use email address enquiries@isibani.org.za Only open from 21 April 2022 closing 06 May 2022@ 10:00am.

23. **SUBMISSION PROCEDURES AND CLOSING DATE:**

All bid documents that address the requirements must be emailed to rfpqas@isibani.org.za by **13 May at 16h00 South African time.** Subject line states "Application for PSA Installation Technical Support': Bid Number: **BID NUMBER: ISI-2022 QUALITY ASSURANCE SERVICES FOR PPE).** Late submissions will not be considered, and only selected applicants will be contacted and/or advised of the outcome.

Note that the overall responsibility for the deliverables will remain the responsibility of the procured company.