

## Invitation to tender on commodities – Longterm.xls file on [www.webportunities.net](http://www.webportunities.net)

You are invited to submit tenders for Material Groups as indicated in the table below.

As stated in previous correspondence, we are phasing out faxed/emailed tenders from suppliers. This excludes special cases where you have specifically been requested by a Foskor official to submit your quotes/tenders via alternative means. **In this case, tenders must be submitted via [www.webportunities.net](http://www.webportunities.net).**

Material Group	Closing Date	Closing Time	Contract Duration	Estimated Annual Value	Approved Brand Name
Electrical	28 March 2013	10:00	24 Months	R1 605 855	as specified in description
Steel Plates & Sections	28 March 2013	10:00	24 Months	R4 524 802	
Pipe & Pipe Fittings	28 March 2013	10:00	24 Months	R2 670 865	Screwbell DPI & Jachris
Valve	28 March 2013	10:00	24 Months	R1 761 855	as specified in description
Light Fitting	11 April 2013	10:00	24 Months	R911 179	as specified in description
Lubricant (Excluding all Castrol commodities)	28 March 2013	10:00	24 Months	R3 907 714	as specified in description
Total				R 15 382 270	

Please note that:

1. All prices quoted must be fixed and firm for one year.
2. All columns on the longterm spreadsheet must be completed and forms part of the evaluation process.
3. Should you be successful you are required to upload all price increases on [www.webportunities.net](http://www.webportunities.net).
4. Price escalation formulas must be substantiated by documentary proof.
5. We require one month's notice of price increases in writing.
6. Please note that where we specify a brand name, it is imperative that you supply the said brandname. Always capture a brandname in column O.

You are welcome to contact me **via email** should you require any further information on Stock items (Longterm.xls)

Please contact Elmo Erasmus of **Tara Nawa Computer Software Solutions** should you require assistance with registration on the website, or the completion/submission of your quotes/tenders via the website.

Tel, Namibia: +264 64 402 403, or send an email via the "Contact Us" page of the website



**Ami Engelbrecht**

Buyer: Tenders and Contracts



27 Selati Road, Moshate House, Phalaborwa, PO Box 1, 1390

+27 (0) 15 789 2328

+27 (0) 15 789 2958

[amie@foskor.co.za](mailto:amie@foskor.co.za)

[www.foskor.co.za](http://www.foskor.co.za)



# Terms and Conditions of Tender for a Delivery Contract

REG NO 1951/002918/07

## 1. GENERAL

Evaluations will be conducted by **FOSKOR (PTY) LTD** after which a contract may be awarded for a period of twenty-four months.

## 2. PROCUREMENT COLLABORATION FEE

No procurement collaboration fee must be included in the tenderer's prices.

## 3. PREPARATION OF TENDERS

- 3.1 Tenders must be prepared and submitted on [www.webportunities.net](http://www.webportunities.net) only.
- 3.2 Before submitting a tender, the Tenderer shall satisfy himself that the tender documents are complete. Any discrepancies or suspected errors should be reported immediately and **FOSKOR** shall issue written instructions for rectification if necessary.
- 3.3 **FOSKOR** is not responsible for any expenses or losses, which may be incurred by any Tenderer in the preparation of his tender or in visiting the site in connection with the tender.
- 3.4 Tenders must be valid for sixty (60) days from the closing date of the tender.
- 3.5 **A tender, which does not conform to the conditions of tender, may be ignored in its entirety.**
- 3.6 **A tender which does not specify brand names will be ignored in its entirety.**

## 4. PRICE BASIS

It is a non negotiable requirement that Tenderers tender on a fixed price basis.

- 4.1 If after twelve (12) months a price adjustment is required the following shall apply:-
  - 4.1.1 **A fixed portion amounting to at least 15% of the tender price shall be provided for, which is not subject to escalation.**
  - 4.1.2 **When submitting their tenders, Tenderers shall give a price adjustment formula, which can be used as a guideline for future price adjustments.**
  - 4.1.3 **Stipulate the date until when their tender prices are fixed and firm.**
  - 4.1.4 **State the frequency of price adjustments (i.e. annually, six monthly, quarterly, etc.)**
  - 4.1.5 **If tender prices are based on price lists of Tenderer's suppliers, Tenderers shall when submitting their tenders and applications for price adjustments also submit certified copies of the relevant price lists.**

- 4.1.6 **Tenderers who intend to use the Seifsa or a similar formula as a basis for price adjustments, shall, when submitting their tenders, also show which indices (e.g. Seifsa index of actual/statutory labour costs, indices of the Department of Statistics) will be used as a basis for calculation of price adjustments, and must note that FOSKOR will use the tender date as the base date for the calculation of price adjustments.**

**Tenderers must note that applications for price adjustments based on provisional indices will not be considered and that price adjustments should be based on the latest available indices.**

- 4.2 Adjusted prices will come into effect thirty (30) days after the date of receipt of sufficient proof substantiating claims for price adjustments.

## **5. SAFETY, HEALTH, ENVIRONMENT AND QUALITY**

Tenderer shall at all times abide to FOSKOR's rules and regulations pertaining to SECURITY, SAFETY, HEALTH and ENVIRONMENT as per FOSKOR's General Engineering Specification Revision 9 of April 1999 and tenderer acknowledges that it is aware of these specifications.

## **6. MATERIAL SAFETY DATASHEETS ON HAZARDOUS COMMODITIES**

A complete Material Safety Datasheet must be issued together with the tender on all the hazardous commodities that the tenderer tenders on.

## **7 SUBMISSION OF TENDERS**

- 7.1 Tenders should be received at FOSKOR by 10H00 on the date stated on the tender schedule. Late tenders will not be accepted. Tenders may only be submitted via E-Mail (as per TaraNawa instructions).

The onus shall at all times rest with the Tenderer to make sure that FOSKOR has received the tender.

- 7.2 Tenderers may be called upon to clarify any aspect of their tender at **FOSKOR's** discretion.

## **8. ADJUDICATION OF TENDER AND AWARD OF CONTRACT**

- 8.1 It will be at the total discretion of **FOSKOR** whether or not any contract will be placed as a result of this tender.

- 8.2 Contracts may be awarded to single or multiple suppliers. If the tender is based on certain volumes, or contains price breaks, this should be clearly stated and the parameters indicated.

- 8.3 As soon as reasonably possible after the closing date, Tenderer(s) will be advised by **FOSKOR** of the outcome of their tenders.

- 8.4 Tender prices will be kept confidential and will not be revealed to any third parties.

## **9. MODIFICATION OF CONDITIONS OF TENDER**

- 9.1 **FOSKOR** reserve the right to modify the Conditions of Tender prior to the closing date. Such modifications will be corresponded to each Tenderer.

- 9.2 All tenders should be according to **FOSKOR'S** supply specifications as set out in Tender Schedules and/or Special Conditions.

9.3 **FOSKOR** may require the Tenderer to supply samples, which will be held as a standard of quality.

**10. STOCK KEEPING AND DELIVERY**

The Tenderer shall tender at the basis of keeping stock for at least one month on each commodity awarded to him, at its warehouse in Phalaborwa or its official agents warehouse, for a just in time delivery to Foskor after receiving of an official order from Foskor.

**A E J BEZUIDENHOUT**  
**SUPERINTENDENT – CONTRACTS & TENDERS**

**A ENGELBRECHT**  
**BUYER – CONTRACTS & TENDERS**