The Rössing Foundation

REQUEST FOR QUOTATION (RFQ)

SUPPLY AND DELIVERY OF MEDICAL EQUIPMENT FOR THE OSHAKATI INTERMEDIARY HOSPITAL

Procurement Reference No: RF/RFQ/012-25

Issued Date: 22 August 2025

P. O Box 20746 Windhoek, Namibia | Tel: +264-61-211721 | info@rf.org.na | www.rossingfoundation.com

Request for Sealed Quotation for Goods:

Bidder's Name		
Contact Details	**Tel:**	
	Email:	
Total Quote Amount	**Supply and delivery of Medical Equipment for The Oshakati Intermediary Hospital**	
	VAT Exclusive (N$)	
	VAT Inclusive (N$)	

The Rossing Foundation; Tel: +264-61-211721. P. O Box 20746 Windhoek, Namibia. info@rf.org.na, www.rossingfoundation.com

The Rössing Foundation

LETTER OF INVITATION

To: The Prospective Bidder
Procurement Reference Number: RF/RFQ/012-25
Date: 01 September 2025

Dear Sir/Madam,

REQUEST FOR QUOTATION: SUPPLY AND DELIVERY OF MEDICAL EQUIPMENT FOR THE OSHAKATI INTERMEDIARY HOSPITAL

The Rössing Foundation invites you to submit your best quote for the goods described in detail hereunder.

Any resulting contract shall be subject to the terms and conditions referred to in the document.

Queries, if any, should be addressed to lahja.ampueja@rf.org.na at least 3 days before the bid closing date.

Please prepare and submit your quotation in accordance with the instructions given or inform the undersigned if you will not be submitting a quotation.

Yours faithfully

Procurement Desk

Initial

SECTION 1: INSTRUCTIONS TO BIDDERS

1. **Rights of The Rössing Foundation**

   The Rossing Foundation reserves the right:

   a) to split the contract as per the lowest evaluated cost per item, or
   b) to accept or reject any quotation; and
   c) to cancel the quotation process and reject all quotations at any time prior to the contract award.

2. **Preparation of Quotations**

   You are requested to quote for the items mentioned in Annexure 1 by completing, signing and returning:

   a) the Quotation Letter
   b) the Specifications and Compliance Sheet in Annexure 1; and
   c) any other attachment deemed appropriate.
   d) The use of correctional fluid (tipex) is prohibited, and each page of the bidding document must be completed and initialed. Bidders should indicate “N/A” Not Applicable, where the information is not applicable.

3. Validity of Quotations

The Quotation validity period shall be sixty (60) workdays from the date of submission deadline.

4. Eligibility Criteria

a) Have a certified copy (certified by a Commissioner of Oath appointed in terms of the Justices of the Peace and Commissioners of Oaths Act.1963 (Act No. 16 of 1963), of a full valid company Registration Document; The company registration document must also clearly indicate ownership.
b) Have an original or a certified copy (certified by a Commissioner of Oath appointed in terms of the Justices of the Peace and Commissioners of Oaths Act.1963 (Act No. 16 of 1963), of a valid Good Standing Tax Certificate, as certified by the Commissioner of Oath. **Certificate should be valid at the date of bid submission.**
c) (c) Have an original or a certified copy (certified by a Commissioner of Oath appointed in terms of the Justices of the Peace and Commissioners of Oaths Act.1963 (Act No. 16

of 1963), of a valid good Standing Social Security Certificate, as certified by the Commissioner of Oath.

d) Have a valid certified copy (certified by a Commissioner of Oath appointed in terms of the Justices of the Peace and Commissioners of Oaths Act.1963 (Act No. 16 of 1963), of Affirmative Action Compliance Certificate, proof from Employment Equity Commissioner that bidder is not a relevant employer, or exemption issued in terms of Section 42 of the Affirmative Action Act, 1998 or a valid certified copy of the original document, as certified by the Commissioner of Oath.
e) Bidder must operate a company registered for the supply of Laboratory/Medical Supplies or Clinicals/reagents supplies (company documents, registration/founding statement submitted with the bid document must ascertain the services provided).
f) At least two (2) reference letters or proof of Purchase Orders substantiated with delivery notes for the supply and delivery of Hospital/Laboratory Medical Instruments or Equipment, Medical Supplies or Clinicals/reagents supplies.
g) The bidder must include a product brochure/catalogue including pictures. Each page of the bid document must be signed (where applicable) and initialized by such person(s) legally authorized to sign on behalf of the company.

SECTION 2: NOTICE TO BIDDERS

- **Please take note of initializing all pages of the bidding document and initial all the supporting documents attached.**
- **Take note to sign all relevant pages as stipulated in the bidding document.**
- **Take note to stamp or affix seal on all pages where it is indicated that a stamp or seal is required in addition to the signatures.**
- **A receipt and/or proof of application on a requirement will not be accepted as being in good standing on the respective requirement(s).**
- **Copies of documents not certified by a Commissioner of Oath appointed in terms of the Justices of the Peace and Commissioners of Oaths Act.1963 (Act No. 16 of 1963) will not be accepted.**
- **The Rössing Foundation reserves the right, at its sole discretion, to terminate this procurement bid and/or any resulting contract or agreement, either in the event of a breach by the bidder or for reasons of convenience to The Foundation.**

Bidder's
Name:……
……..

Signature of Authorized Representative: ……

Date:…….. ……..

Company Seal/Stamp:…….

SECTION 3: BIDDERS' CONFLICT OF INTEREST DECLARATION

(To be completed by the bidder)

Mandatory Requirements	**Yes**	**No**
Does the bidder have a relationship with any other bidder(s), directly or through common third parties, that puts them in a position to have access to information about or influence on the bid of another Bidder, or influence the decisions of the Purchaser regarding this bidding process?		
Has the bidder participated in more than one bid in this bidding process?		
Has the bidder (owners/shareholders) or any of its affiliates participated as a consultant in the preparation of the design or technical specifications of the contract that is the subject of this Bid?		
Has the bidder participated in the deliberations or take part in the decision-making process in relation to the bidding process.		
Is the bidder a member of the Board of Trustees, or staff member of The Foundation?		

Additional Requirements

1. The bidder must submit a detailed quotation on its company letter head, in

addition to Annexure 6.

2. The bidder must submit a complete bidding document as issued (incomplete

bidding documents will not be considered).

5. Delivery

Delivery shall be **within Six (6) weeks** after acceptance/issue of Purchase Order or signing of contract.

6.1. The following tests and inspections will be conducted on the goods at delivery:

• Check if the goods are brand new,

• Check if the goods are functioning,

• Check if the goods meet the specifications,

• Check if the goods come with locally supported installations.

Initial

7. Sealing and Marking of Quotations

Quotations should be sealed in a single envelope, clearly marked with the Procurement Reference Number, addressed to The Rössing Foundation with the Bidder's name and contact information at the back of the envelope.

8. Submission of Quotations

Quotations must be submitted by **10 September 2025, no later than 12:00 PM.** They can be deposited in the Bid Box at The Rössing Foundation, **1 Charles Cathral Street, Olympia, Windhoek, Namibia,** or emailed to Lahja.Ampueja@rf.org.na, Quotations sent by post or delivered in person should also be submitted to the same address by the same deadline. Late submissions will not be considered.

9. Opening of Quotations

Quotations will be opened internally to The Rössing Foundation after the closing date, referred to in instruction 8 above.

10. Evaluation of Quotations

The Rössing Foundation shall have the right to request clarifications in writing during evaluation. Offers that are substantially responsive shall be compared based on price or ownership cost, subject to Margin of Preference **where applicable**, to determine the lowest evaluated quotation.

11. Technical Compliance

Bidders shall submit along with their quotation's documents, catalogues and any other literature to substantiate compliance with the required specifications and to qualify deviations if any with respect to The Rössing Foundation requirements.

The Specifications, Performance Requirements and Compliance Sheet details the minimum specifications of the goods/items to be supplied. The specifications must be met but no credit will be given for exceeding the specifications.

12. Prices and Currency of Payment

Prices shall be fixed in Namibian Dollars.

13. Award Of Contract

The Bidder having submitted the lowest evaluated responsive quotation and qualified to supply the goods/items and related services shall be selected for award of engagement letter.

14. Performance Security

Not Applicable

Initial

Written undertaking in terms of section 138 of the Labour Act, 2015 and section 50(2)(D) of the Public Procurement Act, 2015

1. EMPLOYERS DETAILS

Company Trade Name:
……

Registration Number:
……

Vat Number: ……

Industry/Sector: ……

Place of Business: ……

Physical Address: ……

Tel No: ……

Fax No: ……

Email Address:
……

Postal Address:
……

Full name of Owner/Accounting Officer:
……

……

2. PROCUREMENT DETAILS

Procurement Reference No:
……

Procurement Description:
……
……

Anticipated Contract Duration:
……

Location where work will be done, good/services will be delivered:
……

Initial

3. UNDERTAKING

I …… [insert full name], owner/representative

of …… [insert full name of company] hereby undertake in writing that my company will at all relevant times comply fully with the relevant provisions of the Labour Act and the Terms and Conditions of Collective Agreements as applicable.

I am fully aware that failure to abide by such shall lead to the action as stipulated in section 138 of the labour Act, 2007, which include but not limited to the cancellation of the contract/licence/grant/permit or concession.

Signature: ……

Date: ……

Seal: ……

Please take note:

- *A labour inspector may conduct unannounced inspections to assess the level of compliance*
- *This undertaking must be displayed at the workplace where it will be readily accessible and visible by the employees' rendering service(s) in relations to the goods and services being procured under this contract.*

ANNEXURE 1: SPECIFICATIONS AND PERFORMANCE REQUIREMENTS

The Rössing Foundation seeks the service of reputable bidders for the Supply and Delivery of Medical Equipment RF/RFQ/012-25.

The Rossing Foundation reserves the right:

- To a partial procurement award and reject some line items.
- To increase and/or decrease the required quantities at the same unit cost.
- To conduct Supplier due diligence prior to final award or at any time during the contract period.
- To initiate necessary action against defaulting supplier/bidders and contracts.
- Not to permit a bidder or supplier to receive a procurement award/contract on grounds of outstanding delivery default (failure by a bidder or supplier, for any reason not excused by the applicable provisions of the award/contract.

Technical Specifications

Item 1: IVAC Mindray Machine x1

1. Equipment Name/Type	IVAC Mindray Machine
2. Application	Delivers precise volumes of fluids, medications, nutrition, or blood products into a patient's circulatory system over controlled time periods. **Used in:** Hospitals (general wards, ICU, OR, ER) Clinics Neonatal and pediatric units Suitable for IV fluids, antibiotics, chemotherapy drugs, parenteral nutrition, pain management (PCA), and electrolyte solutions.
3. User Interface	Backlit LCD or LED display with numerical and graphical infusion status. Membrane keypad or soft-touch buttons for programming infusion rate, volume to be infused (VTBI), and secondary infusions. Audible and visual alarms for: occlusion, air-in-line, low battery, infusion complete, door open, or parameter errors. Simple menu navigation with dedicated start/stop, rate adjust, and alarm silence keys.

4. Data Storage	Non-volatile memory stores last programmed settings and infusion history. Event log for alarms and infusion parameters (varies by model). Some advanced models have connectivity for central station monitoring or electronic medical records (EMR) integration.
5. Power Supply requirement	Meets Namibia's requirements of a type M 3- pin- plugs
6. Specifications Specific to equipment needs	**Channels:** Up to 3 independent infusion channels. **Flow Rate Range:** 0.1 to 999 mL/h per channel in 0.1 mL/h increments. **VTBI (Volume to be Infused):** 1–9999 mL. **KVO Rate:** 0.1–20 mL/h (Keep Vein Open mode). **Accuracy:** ±5% volumetric delivery. **Occlusion Pressure Range:** Adjustable (low/medium/high). **Air-in-line Detection:** Ultrasonic or optical sensor. **Dimensions:** ~20 cm H × 15 cm W × 5–8 cm D. **Weight:** ~2.3 kg including pole clamp. **Safety Features:** Automatic free-flow protection, programmable dose limits, anti-bolus mechanism, alarm priority hierarchy
7. Regulatory Status	**FDA:** Cleared under 21 CFR 880.5725 (Infusion Pump). **CE Mark:** Certified for compliance with EU Medical Device Regulation (MDR) or MDD depending on manufacturing date. Compliant with IEC 60601-1 (electrical safety) and IEC 60601-1-2 (EMC requirements). WHO-listed essential medical device category for infusion therapy.

Initial

	SPECIAL CONDITIONS
Maintenance	The successful vendor should be able to maintain and repair the equipment at short notice within the guarantee period.
	Successful vendor should state whether a service technician for servicing and repairing the equipment is locally available.
Emergency Service Delivery Period	Maximum turnaround time for emergency breakdown repair should not be longer than 24 hours.
	State the delivery service period in hours.
Spare parts	Simple general spare parts and consumables should be readily locally available.
	State where the spares are available and/or kept.
Operating Manual	The successful vendor must supply comprehensive operating manuals for the equipment offered in English.
	State whether these documents are available
Brochures	Descriptive brochures and literature for the equipment accompany the returned tender documents (*Please include user's manual and Errors codes and troubleshooting manuals).*
Guarantee	The equipment should have 3 years guarantee period.
Delivery period	Maximum delivery period of six weeks is required, after receipt of order.
Calibration Certificate	Calibration certificate as appropriate must accompany the instrument upon delivery.
	State if this certificate is attached.

Item 2: Suction Machine: HOSPIVAC 400 x2

1. Equipment Name/Type	**Suction Machine:** HOSPIVAC 400 Specs
2. Application	For aspirating body fluids such as mucus, catarrh, and blood. Used in hospital wards, surgical rooms, and emergency settings.
3. User Interface	**- Illuminated power switch for continuous use** **- Aspiration regulator on the front panel** **- Foot pedal for hands-free control**
4. Power Supply requirement	Meets Namibia's requirements of a type M 3- pin- plugs
5. Specifications Specific to equipment needs	- Model: HOSPIVAC 400 - Flow rate: 90 L/min - Maximum vacuum: -0.90 bar - **Motor:** Oil-less, maintenance-free piston pump - **Noise level:** 46.4 dB - **Power:** 230V / 50Hz, 300VA

Initial

	- **Fuse:** 1 x 4A 250V - **Weight:** 20 kg - **Dimensions:** 460mm (L) x 850mm (H) x 420mm (W) - **Accessories:** 2 x 2L autoclavable jars (120°C), antibacterial filter, silicone tubes, probe & tube connectors, jar seat, foot pedal, anti-static wheels (2 with brakes)
6. Regulatory Status	- CE certified (conforms with European safety standards) - Made of heat-resistant, electrically insulated plastic material per European norms
SPECIAL CONDITIONS	
Maintenance	The successful vendor should be able to maintain and repair the equipment at short notice within the guarantee period.
	Successful vendor should state whether a service technician for servicing and repairing the equipment is locally available.
Emergency Service Delivery Period	Maximum turnaround time for emergency breakdown repair should not be longer than 24 hours.
	State the delivery service period in hours.
Spare parts	Simple general spare parts and consumables should be readily locally available.
	State where the spares are available and/or kept.
Operating Manual	The successful vendor must supply comprehensive operating manuals for the equipment offered in English.
	State whether these documents are available
Brochures	Descriptive brochures and literature for the equipment accompany the returned tender documents (*Please include user's manual and Errors codes and troubleshooting manuals).*
Guarantee	The equipment should have 3 years guarantee period.
Delivery period	Maximum delivery period of six weeks is required, after receipt of order.
Calibration Certificate	Calibration certificate as appropriate must accompany the instrument upon delivery.
	State if this certificate is attached.

Item 3: ECG Monitor x1

1. Equipment Name/Type	ECG Monitor
2. Application	Used for acquiring, analyzing, and reporting 12-lead ECGs, including during rest, rhythm, and stress testing. Applicable in hospitals, clinics, and diagnostic centers.

Initial

3. User Interface	- **Touchscreen:** 5-wire resistive, 6.5" TFT display (640×480) - **Keyboard:** Full alphanumeric, backlit - **Membrane cover:** silicone-based for hygiene - Print preview, 1-2-3 operation, context-sensitive navigation - Integrated training mode with waveform simulation
4. Data Storage	- **Internal:** 200 ECGs - **External:** USB storage (up to 200 ECGs) - **Data Formats:** PDF, Philips XML, DICOM ECG, Encapsulated PDF - **Disclosure memory:** 5-min history of 12 leads - Full fidelity storage at 1000Hz
5. Power Supply requirement	Meets Namibia's requirements of a type M 3- pin- plugs
6. Specifications Specific to equipment needs	**- Leads:** 12 simultaneous - **Interpretive Algorithm:** DXL with >600 statements incl. pediatric & STEMI analysis - **Measurements:** 46 morphology, 21 rhythm parameters - **Filters:** High-pass & low-pass options (0.02 to 300Hz) - **Pulse Detection:** 0.02 mVms - **Connectivity:** LAN, Wi-Fi (WPA3), HL7, DICOM Worklist - **Power:** 100–240V AC, Lithium-ion battery (10–13.9 hours) - **Printer:** Thermal, 200x500 dpi - **Weight/Size:** 8.6 kg, 31x40x21 cm
7. Regulatory Status	- Safety Standards: IEC 60601-1:2005 + A1:2012 (General) IEC 60601-2-25:2011 (ECG-specific) IEC 60601-1-2:2014 (EMC) - Privacy & Security: AD/LDAP authentication, AES-128, SHA-256 encryption, TLS 1.2+, FIPS 140-2 - Designed in line with AHA/ACCF/HRS recommendations for ECG interpretation
SPECIAL CONDITIONS	
Maintenance	The successful vendor should be able to maintain and repair the equipment at short notice within the guarantee period.
	Successful vendor should state whether a service technician for servicing and repairing the equipment is locally available.
Emergency Service Delivery Period	Maximum turnaround time for emergency breakdown repair should not be longer than 24 hours.
	State the delivery service period in hours.
Spare parts	Simple general spare parts and consumables should be readily locally available.
	State where the spares are available and/or kept.

Initial

Operating Manual	The successful vendor must supply comprehensive operating manuals for the equipment offered in English.
	State whether these documents are available
Brochures	Descriptive brochures and literature for the equipment accompany the returned tender documents (*Please include user's manual and Errors codes and troubleshooting manuals).*
Guarantee	The equipment should have 3 years guarantee period.
Delivery period	Maximum delivery period of six weeks is required, after receipt of order.
Calibration Certificate	Calibration certificate as appropriate must accompany the instrument upon delivery.
	State if this certificate is attached.

Item 4: Vital Signs Patient Monitor x2

1. Equipment Name/Type	Vital Signs Patient Monitor
2. Application	- Used for continuous and spot-check monitoring of vital signs in adult, pediatric, and neonatal patients. - Parameters monitored include NIBP, SpO_2, temperature, and pulse rate. - Ideal for wards, clinics, and transport.
3. User Interface	- 5.7" bright display for clear readability - LED indicators: Power, Battery, Alarm - Buttons and alerts with context-sensitive feedback - Serial port for software updates
4. Data Storage	- Basic or no internal storage (no detailed archiving features listed) - Suitable for real-time monitoring and short-term trend viewing - Serial port available for software/firmware upgrades
5. Power Supply requirement	Meets Namibia's requirements of a type M 3- pin- plugs
6. Specifications Specific to equipment needs	**- Weight:** <1.7 kg (portable) - **Battery:** Super Li-ion; up to 22 hours - **Perfusion Index (PI):** 0.05–20% - **Temperature:** SmarTemp™ module; range 25–44℃; accuracy ±0.1–0.2℃ - **SpO_2:** 0–100%, accuracy ±2–3% - **NIBP:** Range 10–270 mmHg (adults); accuracy ≤8 mmHg SD - **Pulse Rate:** 20–300 bpm depending on mode - **Operation Environment:** 0–40°C, 15–95% humidity, 427.5–805.5 mmHg pressure
7. Regulatory Status	- Meets IEC60601 series safety standards for medical electrical equipment - Complies with international safety, performance, and environmental norms

SPECIAL CONDITIONS	
Maintenance	The successful vendor should be able to maintain and repair the equipment at short notice within the guarantee period.
	Successful vendor should state whether a service technician for servicing and repairing the equipment is locally available.
Emergency Service Delivery Period	Maximum turnaround time for emergency breakdown repair should not be longer than 24 hours.
	State the delivery service period in hours.
Spare parts	Simple general spare parts and consumables should be readily locally available.
	State where the spares are available and/or kept.
Operating Manual	The successful vendor must supply comprehensive operating manuals for the equipment offered in English.
	State whether these documents are available
Brochures	Descriptive brochures and literature for the equipment accompany the returned tender documents (*Please include user's manual and Errors codes and troubleshooting manuals).*
Guarantee	The equipment should have 3 years guarantee period.
Delivery period	Maximum delivery period of six weeks is required, after receipt of order.
Calibration Certificate	Calibration certificate as appropriate must accompany the instrument upon delivery.
	State if this certificate is attached.

ANNEXURE 2: SPECIFICATIONS AND COMPLIANCE SHEET

Procurement Reference Number: **RF/RFQ/012-25**

*[Bidders should complete columns C and D with the specification of the goods offered. Also state "**comply" or "not comply**" and give details of any non-compliance/deviation to the specification required. Attach detailed technical literature if required. Authorise the specification offered in the signature block below.]*

Item No:	Technical Specifications Requires	Compliance Of Specification Offered	Details of Non-Compliance/ Deviation (if applicable)
A*	**B***	**C***	**D***
1	**IVAC Mindray V-600 Machine** • **As per requirements in Annexure A.**		
2	**Suction Machine: HOSPIVAC 400 Specs** • **As per requirements in Annexure A**		
3	**ECG Monitor** • **As per requirements in Annexure A**		
4	**Vital Signs Patient Monitor**		
6	**Insurance coverage shall be DDP (Delivery Duty Paid).**		

Specifications and Compliance Sheet Authorised By:

Name:		**Signature:**	
Position:		**Date:**	
Authorized for and on behalf of:		**Company:**	

ANNEXURE 3: GENERAL CONDITIONS OF CONTRACT AND CONTRACT AGREEMENT

Any resulting contract shall be placed by means of a Purchase Order and shall be subject to the General Conditions of Contract (GCC) for the Procurement of Goods - RF/RFQ/012-25 on the website of The Föundation www.rossingfoundation.com except were modified by the Special Conditions.

ANNEXURE 4: CONTRACT AGREEMENT

Any resulting contract shall be placed by means of a Purchase Order and shall be subject to the General Conditions of Contract (GCC) for the Procurement of Goods except were modified by the Special Conditions below.

ANNEXURE 5: SPECIAL CONDITIONS OF CONTRACT

Procurement Reference Number: **RF/RFQ/012-25**

The clause numbers given in the first column correspond to the relevant clause number of the GCC.

The Rossing Foundation; Tel: +264-61-211721. P. O Box 20746 Windhoek, Namibia. info@rf.org.na, www.rossingfoundation.com

ANNEXURE 6

RE: SUPPLY AND DELIVERY OF MEDICAL EQUIPMENT FOR THE OSHAKATI INTERMEDIATE HOSPITAL

BIDDER'S REGISTERED NAME:	
BIDDER'S REGISTRATION NUMBER:	

Item #	Description of Goods and/or Services	Quantity Offered		Unit Price (N$)	Total Price (N$)
			Sub-Total		
			VAT (15%)		
			TOTAL		

BIDDER'S AUTHORIZATION:

REPRESENTATIVE'S NAME:	
REPRESENTATIVE's SIGNATURE:	
DATE:	
SEAL:	

Initial

ANNEXURE 7

QUOTATION CHECKLIST SCHEDULE

PROCUREMENT REFRENCE NO: RF/RFQ/012-25

Description	**Attached**	**Not Attached**
Duly completed Quotation letter		
Duly completed Specification and Compliance Sheet		
Valid certified copy of the full company Registration document clearing indicating ownership.		
Valid original or certified copy of good standing Tax Certificate as certified by the Commissioner of Oath.		
Valid original or certified copy of standing Social Security Certificate as certified by the Commissioner of Oath.		
Valid original or certified copy of Affirmative Action Compliance Certificate as certified by the Commissioner of Oath.		
Bidder must operate a company registered for the supply of **Laboratory/Medical Supplies or Clinical/reagents supplies** (Company documents, registration/founding statement submitted with the bid documents must ascertain the services provided).		
At least two (2) reference letters or proof of Purchase Orders substantiated with delivery notes for the supply and delivery of hospital/Laboratory Medical Instruments or Equipment; Medical Supplies or Clinicals/reagents supplies.		
Each page of the bid document must be signed (where applicable) and initialed by such person(s) legally authorized so sign on behalf of the company.		
The bidder must include product brochure/catalogue including pictures.		

Disclaimer: This *list defined above is meant to assist the Bidder in submitting the relevant documents and shall not be a ground for the bidder to justify its non-submission of major documents for its quotation to be responsive. The onus remains on the Bidder to ascertain that it has submitted all the documents that have been requested and are needed for its submission to be complete and responsive***.**

Initial