



CANCELLATION REPORT

RFQ NUMBER: RFQ/2021/22/125

RFQ/DESCRIPTION: RENTAL OF TEN LAPTOPS FOR A PERIOD OF SIX (6) MONTHS

1. EXECUTIVE SUMMARY / BACKGROUND

The purpose of this report is to request the SCM Manager to consider and approve the cancellation of the Request for Quotation (RFQ) for rental of ten laptops for a period of six (6) months.

The RFQ was published on the E-Tender Portal and INSETA website on the 08 November 2021 with the closing date of 15 November 2021 at 11h00 giving the bidders allowance of a minimum of three (3) days to respond. During the RFQ evaluation it was noted that the bidder submitted an incomplete information thus leading to the RFQ response being unacceptable.

2. REASONS FOR CANCELLATION

2.1 The PPPFA guidelines (effective 1st April 2017) dictate the following has reasons for cancellation:

The RFQ is cancelled as per regulation 13 (1) (c) of the PPPFA, (1) An organ of state may, before the award of a tender, cancel a tender invitation if: (c) no acceptable tender is received.

3. RECOMMENDATION


3.1 It is recommended that

3.1.1 The RFQ be cancelled.

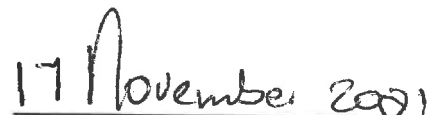
3.1.2 SCM to do a cancellation letter informing suppliers.

3.1.3 SCM get a new RFQ number and reissue the bid as soon as possible.

Recommended by:



Bellina Lupuwana
Supply Chain Management



Date

Board Members: Mr. J.S. Ngubane (Chairperson), Ms. V. Pearson (Business), Ms. L. van der Merwe (Business), Ms. R.G. Govender (Business), Ms. P. Mendes (Business), Ms. Z. Motsa (Business), Mr. M. Soobramoney (Labour), Mr. J.J.M. Mabena (Labour), Ms. S.A. Anders (Labour), Mr. C.B. Botha (Labour), Ms. S.T. Dinyake (Labour), Ms. F. Mabaso (Government), Mr. S.M. Mpuru (Community Organisation)

CEO: G. Mkhize



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Approved

Vuyiswa Manentsa
SCM Manager

17. 11. 2021

Date



Board Members: Mr. J.S. Ngubane (Chairperson), Ms. V. Pearson (Business), Ms. L. van der Merwe (Business), Ms. R.G. Govender (Business), Ms. P. Mendes (Business), Ms. Z. Motsa (Business), Mr. M. Soobramoney (Labour), Mr. J.J.M. Mabena (Labour), Ms. S.A. Anders (Labour), Mr. C.B. Botha (Labour), Ms. S.T. Dinyake (Labour), Ms. F. Mabaso (Government), Mr. S.M. Mpuru (Community Organisation)

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