ADVERTISEMENT

Invitation to Submit Bids
Bid Number: SAMRC/HIDRU-SDG/2026/15
PANEL OF SUPPLIERS FOR SUPPLY AND DELIVERY OF GROCERIES AT SAMRC SITES IN KWAZULU-NATAL

The South African Medical Research Council (SAMRC) invites suitably qualified service providers with operational offices in the eThekwini Municipality District, KwaZulu-Natal, to submit bids for the supply and delivery of groceries at the SAMRC KwaZulu-Natal Sites on an as-and-when-required basis. The bid will be awarded to bidder(s) with specific and relevant experience in the supply and delivery of groceries, and who have an operational branch within the aforementioned district to meet the SAMRC's requirements adequately.

SAMRC reserves the right to enter into post-award negotiations with successful bidders for the purpose of establishing a standardized pricing structure for commonly procured items. By submitting a bid, bidders acknowledge and agree to participate in such negotiations, if requested by the SAMRC. The objective of the negotiations will be to achieve fair, reasonable and market-related pricing across the panel while ensuring value for money, transparency, and the effective implementation of the rotational allocation model.

A non-compulsory virtual briefing session will be held on MS Teams as per the invitation below;

Date: 25 November 2026
Time: 11:00 am
Venue: Microsoft Teams
(click on the link below to access the session)

https://teams.microsoft.com/meet/3278414315249748?p=DWYjzKn36diVPkUcsf
Meeting ID: 327 841 431 524 974 8
Passcode: R6rM9wZ2

Completed bids must be submitted in a sealed envelope bearing the bidder's company name, bid description and number, and hand delivered to: South African Medical Research Council, Tender Box, 491 Peter Mokaba Ridge Road, Overport, 4067, KwaZulu-Natal. Bids MUST arrive before the closing date and time. Late, faxed or e-mailed bids will not be accepted. One (1) original hard copy of the completed bid document and 1 USB flash drive containing full and same tender information as in the hard copy (PDF format) must be submitted.

Alternatively, bidder(s) can submit their completed bid proposal with supporting documents through the SAMRC website Current Tenders | South African Medical Research Council (samrc.ac.za)) before the closing date and time.

SCAM ALERT: We have received reports of scammers impersonating SAMRC employees to solicit money from prospective bidders. SAMRC will never call you for tender-related matters. Any communication requesting payment, gifts, or favors in exchange for procurement-related assistance should be treated as fraudulent. Do not be a victim! Report scams immediately at: https://scmfraudreporting.samrc.ac.za/

Late, faxed or e-mailed bids will not be accepted. One (1) original hard copy of

completed bid document and 1 USB flash drive containing full and same tender information as in the hard copy (PDF format) must be submitted. Responsive bids will firstly be evaluated on functionality and thereafter on an 80/20 preference point system in terms of the Preferential Procurement Policy Framework Act (Act 5 of 2000) and Preferential Procurement Regulations, 2022.

Please note that:

- This bid is valid for one hundred and twenty (120) days after closing date for the submission of bids.
- It is compulsory that bidders obtain bid documents, available for downloading on the SAMRC website (http://www.mrc.ac.za/Tenders/tenders.htm) from **10 November 2026 to 02 December 2026**. No hard-copy bid document will be issued by SAMRC.
- Bidders must register on the National Treasury's Central Supplier Database (CSD) prior to submitting bids, by log onto https://secure.csd.gov.za/. With effect from 1 July 2016, SAMRC may not award any bid to a supplier not registered as prospective supplier on CSD. Submit with this bid your CSD supplier number and unique registration reference number for SAMRC to verify your company's registration on CSD;
- Negotiations for the bid award will only be concluded with the qualifying bidder(s) who is/are registered on the CSD and whose key information outlined in this bid document is in order.
- Bidder(s) are **required** to submit 1 original hard copy document and 1 USB flash drive with full information as per original hard copy (PDF format), as indicated above in this advert;
- Failure to comply with all submission requirements such as the USB for traditional submission, and others **will** lead to disqualification of the bidder(s);
- SAMRC is not compelled to accept lowest or alternative bid, and reserves the right to accept part or the whole of any bid or cancel the bid;
- Bidder(s) must be able to supply all the required items as indicated in the bid specifications;
- Documents and USB submitted on time by bidders shall not be returned;
- Appointment will be subject to successful bidder(s) agreeing to sign a service level agreement with the SAMRC to adhere to the terms and conditions set out in the bid document.
- It is envisaged that the SAMRC will conclude a service contract with the successful bidder(s) for a period of 36 months, reviewed annually and may be extended with a further 24 months at SAMRC discretion based on budget and performance.
- All technical and any other related enquiries may be directed in writing to Supply Chain Management through the tender's email address (tenders@mrc.ac.za) The bid number should be quoted in all correspondence. No telephonic enquiries will be responded to.

The closing date and time for the submission of bids is 02 December 2026 at 11H00.