ADVERTISEMENT

Invitation to Submit Bids
Bid Number: SAMRC/SCM-SDG/2026/14
Appointment of Panel of Suppliers for the Supply and Delivered of Groceries-Western Cape

The South African Medical Research Council (SAMRC) invite service providers with **operational offices** in Western Cape to submit bids for the Appointment of a Panel of Suppliers for the Supply and Delivery of Groceries at SAMRC Western Cape Sites on an as and when required basis. Bid will be awarded to bidder(s) who have specific experience as per scope of work, with branch in the afore-mentioned province in order to adequately satisfy SAMRC requirements.

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: 26 November 2026
Time: 11;00am- 12;00pm
Venue: Microsoft Teams
(click on the link below to access the session)
https://teams.microsoft.com/meet/369760842927362?p=hsxrLgDO39eonnVNl7
Meeting ID: 369 760 842 927 362 9
Passcode: 8HT2Hp9A

Completed bids must be submitted in a sealed envelope bearing bidder's company name, address, bid description and number, and hand delivered or mailed to: Medical Research Council, Tender Box No. 1, Francie van Zijl Drive, Parow Valley, Tygerberg, 7580, Western Cape; and must arrive before the closing date and time.
Alternatively, bidder(s) can submit their completed bids proposal with supporting documents through the SAMRC website(Current Tenders | South African Medical Research Council (samrc.ac.za)) before the closing date and time.

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, 2017.

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 MRC website (http://www.mrc.ac.za/Tenders/tenders.htm) from 12 November 2026 to 04 December 2026. No hardcopy bid document will be issued by the SAMRC;
- Bidders must register on the National Treasury's Central Supplier Database (CSD) prior to submitting bids, by login onto https://secure.csd.gov.za/. With effect from 1 July 2016, SAMRC may not award any bid to 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 whom 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;
- None complies with all submission requirements **may** lead to disqualification of the bidder(s);
- The 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 flash drives submitted on time by bidders shall not be returned;

- Appointment will be subject to successful bidder 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 SAMRC will conclude service contract with successful bidder(s) for a period of 3 years with the option to renew for a further period of up to 5 years based on performance.
- All technical and other related enquiries will be accepted up until 16:00 (SAST) on 27 November 2026, no enquiries will be accepted or responded to beyond this time and date.
- 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 04 December 2026.