REQUEST FOR QUOTATION FOR SUPPLY OF TANGIBLE GOODS

Reference No.	**RFQ No: RFQ-DUT-66/26**
Item Description	**Supply/delivery (Installation if applicable) of Biomechanical Pressure Foot Plate**
Closing Date & Time **No Late, Hand Delivered submissions will be accepted**	**25 September 2026 at 11h00** NB: Bids should be emailed no later than 10 minutes prior to the closing date and time. Any bids received after 11 h 00 am will NOT be considered.
Bid submission email	**ROQPG7@dut.ac.za**
Procurement & General Enquiries	**Gelim@dut.ac.za**
Technical Enquiries (to be completed by end user)	Dr. Litakazi Tekula **LitakaziT@dut.ac.za**
Compulsory site visit / briefing session (if applicable)	N/A

1. INTRODUCTION

Durban University of Technology invites suitably qualified and compliant service providers to submit quotations for the supply / delivery (Installation if applicable) of **Biomechanical Pressure Foot Plate** for use within the Medical Orthotics and Prosthetics Department. This procurement is undertaken in accordance with the approved DUT Procurement Policy.

2 SCOPE OF WORK

2.1 Purpose of the Scope

The purpose of this Request for Quotation (RFQ) is to invite qualified suppliers to submit quotations for the supply, delivery, installation, commissioning, and training of the **Biomechanical Pressure Foot Plate** for the Department of Medical Orthotics and Prosthetics at the Durban University of Technology (DUT).The system will be utilized to support teaching and learning activities, clinical assessment, gait and biomechanical analysis, research initiatives, community engagement projects, and evidence-based rehabilitation services. The acquisition of this technology aims to strengthen student training, enhance patient assessment capabilities, and support innovation within the Department of Medical Orthotics and Prosthetics.

The **Biomechanical Pressure Foot Plate** will be used for the assessment and analysis of plantar pressure distribution, postural stability, balance, gait patterns, and lower-limb biomechanics within clinical, educational, and research environments.

The system must be capable of:

- Static plantar pressure assessments.
- Dynamic gait analysis.
- Stabilometric and balance evaluations.
- Real-time data acquisition and analysis.
- Generation of graphical and quantitative assessment reports.
- Storage and retrieval of patient and research data.
- Export of data for research and academic purposes.
- Monitoring treatment outcomes for orthotic, prosthetic, neurological, musculoskeletal, sports medicine, and diabetic foot management applications.

The equipment will support undergraduate and postgraduate teaching, Work-Integrated Learning (WIL), clinical service delivery, research activities, and community outreach programmes conducted by the Department of Medical Orthotics and Prosthetics.

The supplier shall ensure that the proposed solution complies with applicable international quality standards, includes a minimum warranty period, and provides adequate training and technical support to ensure effective and sustainable utilization of the system.

2.2 Scope Description

The successful bidder shall provide the following deliverables:

- Supply one (1) new **Biomechanical Pressure Foot Plate.**
- Deliver equipment to DUT.
- Install and commission the system.
- Provide all required accessories, cables, and software licenses.
- Integrate system connectivity through USB connection.
- Provide user training to academic and technical staff.
- Provide warranty documentation and technical support.
- Submit compliance certificates, manuals, and software documentation.
- Ensure the equipment is fully operational upon handover.

NB: Failure to meet deliverables may result in non-payment or remedial action.

2.3 Timeframes

The service provider shall:

- Deliver said goods within the stipulated timeframes as indicated in their documentation.
- Notify DUT immediately of any delays.

Time shall be considered of the essence unless otherwise agreed in writing.

2.4 Location (For completion by end user)

Delivery / installation of goods shall take place at:

Region	Durban – Wentworth Hospital
Campus name	Wentworth Hospital- Durban University of Technology Medical Orthotics and Prosthetics Department
Building/Department/floor/room number	
Physical address	1 Boston Rd. Wentworth Hosptial. Jacobs.
Access arrangements must be coordinated with the designated DUT representative	Mr/Ms: Miss Litakazi Tekula Contact No:031 373 3059 E-mail Address: LitakaziT@dut.ac.za

2.5 Variations

No variation to this Scope of Work shall be permitted without:

- Written approval by the relevant delegated authority;

2.6 Non-Splitting Clause

The requirement described herein constitutes a single consolidated procurement requirement. Any attempt to split the scope to avoid procurement of thresholds is prohibited and constitutes non-compliance.

3. TECHNICAL SPECIFICATIONS (For completion by end-user to complete)

No.	Item Description	Specification Requirement
1.	Supply, delivery, installation, commissioning, and training of a **Biomechanical Pressure Foot Plate** for computerized plantar pressure assessment, gait analysis, balance evaluation, and biomechanical assessment. The system shall include the pressure-sensing platform, FreeStep analysis software, software licensing, connection cables, data acquisition system, user manuals, installation services, and end-user training. The system must be capable of: • Static plantar pressure analysis. • Dynamic gait analysis and pressure mapping. • Stabilometric and postural balance assessment. • Real-time pressure acquisition and analysis. • Generation of comprehensive clinical and research reports. • Data storage, retrieval, and export functions. • Integration with a computer workstation via USB or equivalent connectivity. • Assessment of orthotic, prosthetic, rehabilitation, sports medicine, diabetic foot, and musculoskeletal patients. **Minimum Requirements:** • High-resolution pressure sensor technology.	**1. Pressure Platform System** The supplier shall provide a **Biomechanical Pressure Foot Plate** designed for plantar pressure measurement, gait analysis, balance assessment, and biomechanical evaluation. **2. Physical Dimensions** The pressure platform shall have approximate overall dimensions of: • Length: 3040.5 mm • Width: 702 mm • Height: 36 mm **3. Sensorized Area** The platform shall provide an active sensorized area of approximately: • 480 mm × 2880 mm The sensorized area must allow for accurate data collection during static and dynamic assessments. **4. Sensor Technology** The pressure platform shall utilize: • Resistive sensor technology • 24K gold-coated sensors for enhanced accuracy, sensitivity, and durability

No.	Item Description	Specification Requirement
	• Dedicated gait and pressure analysis software. • Clinical reporting functionality. • Software licence included. • Installation and commissioning included. • User training included. • Minimum 12-month warranty. • Technical support and after-sales service.	**5. Sensor Density** The system shall provide a minimum sensor density of: • 4 sensors per cm^2 This shall ensure high-resolution pressure mapping and detailed biomechanical analysis. **6. Data Acquisition Frequency** The platform shall support an acquisition frequency of up to: • 200 Hz The sampling frequency must be sufficient to accurately capture dynamic gait and movement data. **7. Pressure Capacity** The system shall be capable of measuring pressures up to a minimum of: • 150 N/cm^2 **8. Operating Environment** The equipment shall operate effectively within a temperature range of: • 0°C to 55°C **9. Connectivity** The platform shall include: • USB 2.0 connectivity or equivalent interface • Required connection cables and accessories for system operation **10. Software Requirements**

No.	Item Description	Specification Requirement
		The supplier shall provide **Biomechanical Pressure Foot Plate Software** or an approved equivalent software package capable of: • Data acquisition and processing • Patient and assessment management • Clinical analysis and reporting • Data storage and retrieval • Graphical and numerical data presentation The software must support the following assessment functions: **Dynamic Assessment** • Gait analysis • Walking pattern assessment • Foot pressure distribution analysis during movement **Static Assessment** • Static plantar pressure measurement • Weight distribution analysis • Foot loading assessment **Stabilometric Assessment** • Balance assessment • Postural stability analysis • Centre of pressure evaluation **11. Reporting Capabilities** The software shall be capable of generating: • Detailed clinical reports • Graphical pressure maps • Gait analysis reports • Balance and posture assessment reports • Exportable assessment results for teaching, clinical, and research purposes **12. Installation and Commissioning**

No.	Item Description	Specification Requirement
		The successful supplier shall be responsible for: • Delivery of the equipment to the Medical Orthotics and Prosthetics Department, Durban University of Technology • Complete installation of the system • Testing and verification of functionality • Full commissioning and handover of a fully operational system **13. Training Requirements** The supplier shall provide on-site training for designated users covering: • System operation • Data acquisition procedures • Software functionality • Interpretation of assessment results • Report generation Training shall be included in the quoted price. **14. Warranty and Technical Support** The supplier shall provide: • A minimum 36 month warranty • Technical support during the warranty period • Access to maintenance services and replacement parts where applicable
2.	Warranty period	3 years Warranty
3.	Defects liability period (if applicable):	During the defects liability period, the supplier shall be responsible for: • Repairing or replacing any defective components, materials, or workmanship at

No.	Item Description	Specification Requirement
		no additional cost to the Durban University of Technology. • Providing technical support and troubleshooting services. • Rectifying any faults that affect the performance or functionality of the pressure platform and associated software. • Supplying replacement parts where necessary to restore the system to full operational status. • Responding to reported defects within a reasonable timeframe as agreed upon in the service level agreement. The defects liability period shall commence upon formal acceptance of the equipment by the Medical Orthotics and Prosthetics Department following successful installation, testing, commissioning, and user training. Any repairs, replacements, or corrective actions undertaken during the defects liability period shall not alter the supplier's obligation to provide a fully functional system in accordance with the approved specifications and contractual requirements.

4. EVALUATION CRITERIA

4.1 COMPULSORY DOCUMENTS (Phase 1)

Failure to submit compulsory documentation and compliance with specification will result in disqualification.
Suppliers **must** submit:

1. Valid Tax Compliance Status PIN (TCS PIN)
2. Signed Form of Offer (Section 6)
3. Signed Declaration of Interest (see Annexure A to D)
4. Proof of Authorised Reseller Agreement / Partnership Certificate
5. Minimum two customer references / Tax invoices and corresponding Purchase Orders were delivery and/or installation of similar goods have been concluded
6. Company Registration documents
7. The service provider must provide supporting documentation (e.g. datasheets or OEM certificates) confirming compliance with the specifications in Section 3, above.

NB: The University will only consider service providers with proven relevant experience, capacity, and technical expertise in the required goods/services; general dealers or intermediaries without demonstrable capability and direct knowledge of the transaction will not be considered.

4.2 PRICE / PREFERENCE - 80/20 System:

Bidders must submit a valid B-BBEE Certificate or Sworn Affidavit non-submission will result in 0 points being awarded for B-BBEE

Criteria	Points
Price	80
DUT Specific Goals / B-BBEE	20

DUT specific goals for B-BBEE points

Specific Goal		80/20	
		Sub-points	Total Points
	Exempted Micro Enterprise (EME) or Qualifying Small Enterprise (QSE)	3	3
Black-owned Enterprises	100% Black owned enterprise	3	3
	Minimum 51% black-owned enterprise	2	
	Minimum 25% black-owned enterprise	1	
Black Women owned Enterprise	100% Black Women owned enterprise	5	5
	Minimum 51% black women-owned enterprise	4	
	Minimum 25% bl ack women-owned enterprise	3	
	Less than 25% of black women-owned enterprises but not less than 10%	2	
Enterprise owned by Youth	100% Black Youth owned enterprise	5	5
	Minimum 51% black Youth owned enterprise	4	
	Minimum 25% black Youth owned enterprise	3	
	Below 25% black youth owned enterprises but not less than 10%	2	
Enterprises owned by people with disabilities	Minimum of 51% owned by people with disabilities	2	2
	Minimum of 10% owned by people with disabilities	1	
Additional Specific goals	An entity which is at least 51% owned by black people living in rural or underdeveloped areas or townships	1	1
	A cooperative which is at least 51% owned by black people	1	1
			20

5. FORM OF OFFER AND ACCEPTANCE

PART A – OFFER

6.1. OFFER

The Bidder, identified in the signature block below, hereby offers to supply and deliver the goods and/or render the services described in section 2 and 3 above:

RFQ No:_____

Description: _____

to the **Durban University of Technology (DUT)** in accordance with:

- The RFQ document;
- The Scope of Work and Technical Specifications;
- The General Conditions of Contract (Annexures E)

5.2. OFFERED CONTRACT PRICE

PRICE SCHEDULE (to be completed in by the bidder)

No.	Item Description	Qty	Unit Price	Amount
Total Excl. VAT				
VAT (15%)				
Total Incl. VAT				

Total amount in words (Incl. VAT):

_____

_____

_____

The offered price includes all supply and delivery, packaging, insurance, duties, installation, incidental costs and Is fixed for the duration of the validity period. Remains valid for **60 days** from RFQ closing date.

5.3.1 COMPLIANCE DECLARATION

The Bidder certifies that:

- The information provided is true and correct.
- The Bidder is not listed on the National Treasury Restricted Supplier Database or has not previously been blacklisted or failed to supply DUT on a previous contract.
- The Bidder has not engaged in collusive practices.
- The Bidder accepts the General Conditions of Contract.
- No contract exists until an official DUT Purchase Order is issued.

The Bidder acknowledges that:

- This RFQ constitutes a single consolidated procurement requirement.
- Splitting of procurement to avoid threshold controls is prohibited.
- DUT reserves the right to cancel the RFQ if threshold irregularities are detected.

The Bidder confirms that DUT is authorised to verify:

I. Supplier registration status prior to award and prior to payment.

II. Banking details

III. Tax compliance status

IV. Restriction status

- The Bidder acknowledges that an inactive or non-compliant status may result in disqualification.

In accordance with the Protection of Personal Information Act (POPIA) the Bidder confirms that:

- All personal information submitted is lawfully obtained.
- Appropriate consent has been secured.
- The Bidder shall:

I. Safeguard personal data received from DUT;

II. Implement reasonable technical and organisational measures;

III. Notify DUT of any data breach.

The Bidder indemnifies DUT against loss arising from unlawful data processing attributable to the Bidder.

5.3.2 SIGNATURE OF BIDDER FOR COMPLIANCE TO SPECIFICATION, DECLARATIONS AND OFFER

Name of Bidder	
Email address	

Contact numbers:	
Company Registration Number	
VAT Number (If applicable)	
Authorised Representative Name	
Capacity	
Central Supplier Database Reg No (If Applicable)	MAAA…… CSD UNIQUE NUMBER (36 digits)
Authorised signatory	
Date	

5.4 PART B – ACCEPTANCE (To be completed by DUT only if form of offer and bid is accepted)

By signing this Form of Acceptance, DUT accepts the Bidder's Offer subject to:

- Budget confirmation;
- Verification of compliance documents;
- Issuance of an official Purchase Order.

Acceptance is conditional upon:

- No material deviation;
- Confirmation of tax compliance;
- Compliance with DUT governance frameworks.

Accepted on behalf of:

Durban University of Technology

Name: _____

Designation: _____

Signature: _____

Date: _____

RFQ No: _____

Purchase Order No (to be issued): _____

ANNEXURES- DURBAN UNIVERSITY OF TECHNOLOGY

PURPOSE OF THIS ANNEXURE PACK

This Governance Annexure forms an integral part of all DUT RFQs issued.
The purpose is to:

- Strengthen procurement integrity
- Ensure compliance with DUT policy and DHET governance framework
- Protect the institution from unauthorised commitments
- Support UIFW prevention
- Enhance transparency and ethical procurement conduct

These Annexures is mandatory and non-negotiable.

ANNEXURE A - CERTIFICATE OF INDEPENDENT BID DETERMINATION

The Bidder certifies that:

1. The quotation has been independently determined.
2. No agreement exists with any competitor regarding:
    - Price
    - Market allocation
    - Submission or non-submission of quotation
3. The Bidder has not engaged in collusive or anti-competitive conduct.
4. The Bidder complies with the Competition Act 89 of 1998.

The Bidder acknowledges that false declaration may result in:

- Disqualification
- Contract termination
- Restriction from future procurement participation

Signature: _____

Date: _____

ANNEXURE B - UIFW (UNAUTHORISED, IRREGULAR, FRUITLESS & WASTEFUL EXPENDITURE) ACKNOWLEDGEMENT

The Bidder acknowledges DUT's internal financial governance framework aimed at preventing:

- Unauthorised expenditure
- Irregular expenditure
- Fruitless and wasteful expenditure

The Bidder confirms:

1. No work shall commence without a valid DUT Purchase Order.
2. No variation shall be implemented without written approval aligned to Delegation of Authority.
3. Services rendered without authorisation may not be paid.
4. The Bidder shall not rely on verbal instructions.

DUT shall not be liable for commitments made outside approved procurement processes.

Signature:_____

Date: _____

ANNEXURE C _ PROCUREMENT ETHICS AND CONDUCT DECLARATION

The Bidder confirms that:

- Neither the entity nor its directors are listed on any restricted supplier database.
- No director has been convicted of fraud or corruption related to procurement.
- The entity complies with ethical procurement practices.
- No attempt has been made to improperly influence DUT officials.

The Bidder acknowledges that DUT reserves the right to conduct due diligence screening.

Signature: _____

Date: _____

ANNEXURE D _ DUT CONFLICT OF INTEREST DECLARATION

RFQ No: _____

1. PURPOSE

To ensure transparency and compliance with Section 217 of the Constitution and DUT's governance frameworks, all bidders must declare any relationship or conflict of interest.

2. BIDDER DETAILS

Full Name of Bidder / Company: _____

Company Registration Number: _____

VAT Registration Number: _____

CSD Number: _____

Physical Address: _____

Contact Person: _____

Telephone: _____ Email: _____

3. EMPLOYMENT BY THE DUT OR THE STATE

Are you or any person connected with the bidder:

3.1 Employed by the State?

☐ YES ☐ NO

3.2 Employed by DUT?

☐ YES ☐ NO

If YES, provide details:

_____

_____

_____

_____

4. RELATIONSHIP WITH DUT EMPLOYEES OR COUNCIL MEMBERS

Do you or any director/shareholder/member have:

- Any family relationship with DUT employee? ☐ YES ☐ NO
- Any relationship with a person involved in evaluation of this process? ☐ YES ☐ NO

If YES, provide details:

_____

_____

_____

_____

_____

5. PRIOR BUSINESS WITH DUT

Have you or your directors conducted business with DUT in the past 12 months?

☐ YES ☐ NO

If YES, provide details:

_____

_____

_____

_____

_____

6. DIRECTORS / SHAREHOLDERS DETAILS

Full Name	ID Number	Tax Number	Employee Number (if applicable)

(Attach additional page if necessary)

7. DECLARATION

I, the undersigned, hereby declare that:

- The information furnished above is true and correct.
- I understand that failure to disclose conflicts may result in:
    - Disqualification;
    - Contract cancellation;
    - Recovery of damages;
    - Reporting to National Treasury.

Signature: _____

Name: _____

Position: _____

Date: _____