



AGRICULTURAL RESEARCH COUNCIL

INVITATION TO BID:

TENDER NO: ARC/14/08/2025

**THE APPOINTMENT OF A SERVICE PROVIDER FOR THE REFURBISHMENT OF GI MICROBIOLOGY
LABORATORIES – ARC – AP**

Technical Enquiries:

Name: Dr Kgantjie Moloto / Dr Tshifhiwa Mamphogoro

Office Telephone No.: (012) 672-9046 / (012) 672 9352

E-Mail: molotok@arc.agric.za / mamphogorot@arc.agric.za

COMPANY NAME	SUPPLIER REGISTRATION NUMBER	UNIQUE REGISTRATION NUMBER	
			Main Contractor
			sub- contracted / joint venture 1
			sub-contractor / joint venture

CLOSING DATE: 05 SEPTEMBER 2025 TIME: 11:00 AM

THE DETAILS AND CONTENTS OF THIS DOCUMENT ARE CONFIDENTIAL AND FOR CONSIDERATION AND RESPONSE
BY THE RECORDED RECIPIENTS ONLY

COMPULSORY BRIEFING SESSION

DATE AND TIME: 27 AUGUST 2025 @ 10:00 AM

VENUE: ARC, Olifantsfontein Road, Irene, Main Building



PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (AGRICULTURAL RESEARCH COUNCIL)					
BID NUMBER:	ARC/14/08/2025	CLOSING DATE:	05 SEPTEMBER	CLOSING TIME:	11:00
DESCRIPTION	THE APPOINTMENT OF A SERVICE PROVIDER FOR THE REFURBISHMENT OF GI MICROBIOLOGY LABORATORIES – ARC AP				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
ARC MAIN BUILDING (ANIMAL PRODUCTION)					
OLD OLIFANSFONTEIN ROAD , IRENE, PRETORIA, 0062					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	Joshua Ngomane		CONTACT PERSON	Dr. Kgantjie Moloto / Dr Tshifhiwa Mamphogoro	
TELEPHONE NUMBER	012-672-9371		TELEPHONE NUMBER	(012) 672-9046 / (012) 672 9352	
FACSIMILE NUMBER			FACSIMILE NUMBER		
E-MAIL ADDRESS	NgomaneSJ@arc.agric.za		E-MAIL ADDRESS	molotok@arc.agric.za / mamphogorot@arc.agric.za	
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT		[TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]					
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?		<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A BRANCH IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.					

PART B
TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED–(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.
1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
1.4. THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).
2. TAX COMPLIANCE REQUIREMENTS
2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:
(Proof of authority must be submitted e.g. company resolution)

DATE:

PRICING SCHEDULE
(Professional Services)

NAME OF BIDDER:	BID NO.: ARC/14/08/2025.....
CLOSING TIME 11:00	CLOSING DATE: 05 SEPTEMBER 2025

OFFER TO BE VALID FOR ...120.....DAYS FROM THE CLOSING DATE OF BID.

ITEM NO	DESCRIPTION	BID PRICE IN RSA CURRENCY **(ALL APPLICABLE TAXES INCLUDED)
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1. The accompanying information must be used for the formulation of proposals.

2. Bidders are required to indicate a ceiling price based on the total estimated time for completion of all phases and including all expenses inclusive of all applicable taxes for the project.

R.....

3. PERSONS WHO WILL BE INVOLVED IN THE PROJECT AND RATES APPLICABLE (CERTIFIED INVOICES MUST BE RENDERED IN TERMS HEREOF)

4. PERSON AND POSITION

HOURLY RATE

DAILY RATE

R-----
 R-----
 R-----
 R-----
 R-----

5. PHASES ACCORDING TO WHICH THE PROJECT WILL BE COMPLETED, COST PER PHASE AND MAN-DAYS TO BE SPENT

R-----
 R-----
 R-----
 R-----

----- days
 ----- days
 ----- days
 ----- days

5.1 Travel expenses (specify, for example rate/km and total km, class of airtravel, etc). Only actual costs are recoverable. Proof of the expenses incurred must accompany certified invoices.

DESCRIPTION OF EXPENSE TO BE INCURRED

RATE

QUANTITY

AMOUNT

R-----
 R-----
 R-----
 R-----

TOTAL: R.....

** "all applicable taxes" includes value-added tax, pay as you earn, income tax, unemployment insurance contributions and skills development levies.

Name of Bidder:

- 5.2 Other expenses, for example accommodation (specify, eg. Three star hotel, bed and breakfast, telephone cost, reproduction cost, etc.). On basis of these particulars, certified invoices will be checked for correctness. Proof of the expenses must accompany invoices.

DESCRIPTION OF EXPENSE TO BE INCURRED	RATE	QUANTITY	AMOUNT
.....	R.....
.....	R.....
.....	R.....
.....	R.....
TOTAL: R.....			

6. Period required for commencement with project after acceptance of bid
 7. Estimated man-days for completion of project
 8. Are the rates quoted firm for the full period of contract? *YES/NO
 9. If not firm for the full period, provide details of the basis on which adjustments will be applied for, for example consumer price index.

***[DELETE IF NOT APPLICABLE]**

Any enquiries regarding bidding procedures may be directed to the –

(Agricultural Research Council
 Arc Main Building (Animal Production)
 Old Olifansfontein Road
 Irene,
 Pretoria,
 0062)

Tel: (012) 672-9046 / (012) 672 9352
 Email: molotok@arc.agric.za / mamphogorot@arc.agric.za

For technical information –

(Dr Kgantjie Moloto / Dr Tshifhiwa Mamphogoro)

Tel: 012 672 9120
 Email: Ngomanesj@arc.agric.za

For SCM information

Mr. Joshua Ngomane

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder's declaration

- 2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state? **YES/NO**

- 2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

- 2.2 Do you, or any person connected with the bidder, have a relationship

¹ the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

.....

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

2.3.1 If so, furnish particulars:

.....

3 DECLARATION

I, _____ the _____ undersigned,
 (name)..... in
 submitting the accompanying bid, do hereby make the following
 statements that I certify to be true and complete in every respect:

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring

² Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

- 3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature	Date
.....
Position	Name of bidder

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and

1.2 **To be completed by the organ of state**

(delete whichever is not applicable for this tender).

- a) The applicable preference point system for this tender is the **80/20** preference point system.
- b) The **80/20 preference point system** will be applicable in this tender. The lowest/highest acceptable tender will be used to determine the accurate system once tenders are received.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

1.4 **To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

- 1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

80/20

$$Ps = 80 \left(1 - \frac{Pt - Pmin}{Pmin} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

A maximum of 80 or 90 points is allocated for price on the following basis:

80/20

$$P_s = 80 \left(1 + \frac{P_t - P_{max}}{P_{max}} \right)$$

Where

- P_s = Points scored for price of tender under consideration
 P_t = Price of tender under consideration
 P_{max} = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
 - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,
- then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.)

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
51 % + owned by HDIs (people who had no franchise on national elections prior to 1994)		6		
51 % + owned by Women		4		
51 % + owned by Youth		4		
51 % + owned by People with disabilities		2		
BEE status Level:1- 4		2		
Implementation of RDP goals (Any goal/s		2		

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One-person business/sole propriety
- ☐ Close corporation
- ☐ Public Company
- ☐ Personal Liability Company
- ☐ (Pty) Limited
- ☐ Non-Profit Company
- ☐ State Owned Company

[TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution, if deemed necessary.

.....
SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME:

DATE:

ADDRESS:

.....

.....

.....



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TERMS OF REFERENCE FOR APPOINTMENT OF A SERVICE PROVIDER FOR THE REFURBISHMENT OF GI MICROBIOLOGY LABORATORIES – ARC – AP

1. INTRODUCTION AND BACKGROUND

The Agricultural Research Council (ARC) is a Research Science and Technology institution of excellence in South Africa, which operates within the National System of Innovation. The ARC has a mandate for innovative and creative agricultural research; technology development and transfer aimed at the advancement of South African agriculture.

2. OBJECTIVE

The ARC seeks to appoint a competent and experienced service provider that will carry the full refurbishment of the Gastrointestinal (GI) Microbiology Laboratories at ARC Irene (ARC–AP). The works include removal of existing installations, reinstatement of surfaces and services, and supply, installation, testing, and commissioning of new laboratory fit-out, mechanical, electrical, gas, and safety systems. All works shall comply with the Occupational Health & Safety Act, relevant SANS standards, and manufacturers' instructions.

3. SCOPE OF WORK EXTENT OF WORK

Complete refurbishment includes:

- Removal of all existing benches, casework, sinks, taps, eye-wash stations, fume cabinets, tiles, lighting, air conditioning systems, ducting, LP-gas, electrical trunking, wall tiles, and floor finishes.
- Close off unused ducting and plaster openings.
- Walls and ceilings treatment with chemical-resistant, antifungal paint.
- Supply and install LED tube lighting, powder-coated steel trunking, outlets, and COC on all electrical work.
- Supply and install new aluminium-framed glass doors with mid rails and access-control hardware.
- Replacement of all flooring with laboratory-grade, slip-resistant vinyl material.
- Electrical rewiring and provision of adequate electrical points for laboratory equipment, including installation of emergency shutdown and safety systems.
- Installation of suitable ventilation and air conditioning systems to ensure temperature control, air quality, and pressure differentials appropriate for microbiological laboratory activities.
- Supply and install phenolic-resin or Fundermax lab bench tops on steel-tube frames with drip grooves and overhangs.
- Fit epoxy-sink bowls, gooseneck mixer taps, emergency eye-wash units, polypropylene drying racks with pegs, polypropylene shelving, storage units, and under-bench and wall-mounted cabinets with chemical-resistant finishes.

Specific to fume-hood rooms:

- Supply, install and duct exhaust fume cabinets to roof level, include fans, dampers, and vibration isolators.
- Integrate ductwork with building extraction manifold; commission airflow rates per SANS 10191.

Central Air-Conditioning (VRF) System

- Remove existing split units and ductwork where indicated.
- Supply, install, and commission two Toshiba VRF heat-recovery systems (north & south wings) complete with outdoor condensing units on reinforced plinths with anti-vibration mounts.
- Wall-mounted fan coils in each room, connect insulated refrigerant piping, condensate drainage, electrical power, control wiring, and communication cables.
- Complete full commissioning, balancing, and provide validation certificates.

Fire Detection and Alarm

- Demolish and remove redundant detectors, panels, and wiring.
- Supply and install a completely new addressable fire-detection system, including control panel, smoke/heat detectors, manual call points, sounders, and wiring according to SANS 10139.
- Commission system, program zones according to layout, supply as-built drawings, provide all validation certificates, and a 12-month guarantee.

Aluminium doors and Access Control

- Remove existing mechanical locks on all lab, store, office, and external doors.
- Supply and install aluminium-framed glass double doors with mid rails in all three entrances and aluminium-framed glass doors with mid rails in all laboratory doors. All inside laboratory doors must be frosted.
- All doors must be numbered
- Supply and install an integrated RFID-based access-control system with electric strikes, readers, and software.
- Program access rights per room, test all point-of-entry devices, and supply operator training and 12-month support.

Gas Installation

- Strip out old gas regulators, piping, and cylinder cages.
- Provide new stainless-steel gas piping, safety-rated double-stage regulators, isolation valves, braided hoses, and warning signage. (The labs use LPG, Nitrogen, CO₂, H₂ and gas mixture for anaerobic cabinets). Piping should be retained in all the labs stated on room-by-room specs.
- Construct an external cylinder cage on a concrete pad with a lockable gate.
- Pressure-test piping to SANS requirements, full commissioning and submit COC, and supply gas layout drawings to the Fire Department.
- Guarantee workmanship and equipment for 12 months.

Wall and Ceiling Painting

- Supply Plascon Wall and All Exterior paint for the walls and ceilings (it must be a chemical-resistant, anti-mould, laboratory paint).

LED Tube light fittings

- Remove all old light fittings in all the rooms, the passage.
- Supply and install new LED light fittings with covers to replace old existing light fittings.

Vinyl flooring

- Remove existing flooring, do through floor preparations where there are ceramic tiles.
- Supply and install new vinyl flooring in all the floors.

Fume cabinets and extraction fans

- Remove all existing, old fume cabinets and seal the ductwork to a weather-proof standard, where the new fume cabinet will not be installed.
- Supply and install new fume cabinets with extraction and fan system with Air flow alarm, water and LPG front control and spout (Full fume cabinet system according to SANS standards)

ROOM-BY-ROOM WORKS

Cold Room

- Remove existing insulated wall and ceiling panels, doors, lighting, and refrigeration equipment.
- Prepare openings, brick up and plaster penetrations for new panel mounting to make 2 separate cold rooms.
- Supply and install new sandwich panels with vapor barrier, strip curtains, LED IP65 fixtures, and refrigeration condensing and evaporator units.
- Complete electrical connection, COC, and finish interior/exterior paint. Fit external coat-hooks and supply a 12-month system warranty.

Room-specific scopes

Passage

- Remove the existing vinyl flooring, light fittings, redundant pipes lengthwise the ceiling, and the railing by the stairs between the pillar and the wall.
- Prepare substrate; install new vinyl flooring, including passage past the lifts to the lecture hall.
- Supply and install new aluminium and glass partitioning where the railing was removed.
- Supply and install a new aluminium-framed double door with mid rails and partitioning at the entrance with access control

Entrances – Entrance (Walk-through booth)

- Replace existing doors with Aluminium-framed glass double doors with mid rails and access control for both entrances
- 2-door powder-coated steel coat and shoe cabinet on the walk-through booth (Entrance by Room 216).

Room 216 (Sample receiving and preparation lab)

- Remove existing bench tops, furniture, air-conditioning, tiles, existing light fittings, and LP-gas piping
- Brick up and plaster old aircon penetrations on the wall
- Close off redundant services (air, gas, drains) and make good openings
- Paint walls & ceilings with chemical-resistant laboratory paint
- Supply and install new vinyl flooring
- Replace lighting with LED lighting
- Install a new aluminium-framed glass door with mid rail and access control
- Supply and install Fundermax phenolic-resin lab bench tops (U-shape and island) on steel-tube frames with drip grooves and overhangs
- Supply and install powder-coated power skirting, and in service unit shelves, with 16Amp plugs and covers
- Install epoxy-resin sink, lab mixer taps, bench-mounted eyewash, polypropylene drying rack with pegs, and associated plumbing
- Install under-bench and wall-mounted cabinets (2door under sink cabinet; 2x 2door with 1 shelf under bench cabinets; 4x 4drawer under bench cabinets; 6x 2door wall cabinets); include bin doors
- Fundermax backing with 4x Aluminium coat hooks

Room 215 (Molecular lab)

- Remove existing bench tops, furniture, air-conditioning, tiles, old fume cabinet, existing light fittings, geyser and LP-gas piping
- Remove existing 3-phase connections
- Brick up and plaster old aircon penetrations on the wall, close off pipe works and ducting
- Remove the extraction fans and replace windows
- Open hatch between the two rooms
- Paint walls & ceilings with chemical-resistant laboratory paint
- Supply and install new vinyl flooring
- Replace lighting with LED lighting
- New gas piping and regulators for LPG
- Install a new aluminium-framed glass doors with mid rails and access control
- Supply and install powder-coated power skirting all around the 2 rooms and in service unit shelves, with 16Amp plugs and covers
- Supply and install Fundermax phenolic-resin lab bench tops on steel-tube frames with drip grooves and overhangs (replacing the existing benches)
- Install 2x epoxy-resin sinks, lab mixer taps, bench-mounted eyewash, polypropylene drying rack with pegs, and associated plumbing
- Install under-bench and wall-mounted cabinets (2x 2door under sink cabinet; 13x 2door with 1 shelf under bench cabinets; 7x 4drawer under bench cabinets; 10x 2door wall cabinets); include bin doors
- Fundermax backing with 4x Aluminium coat hooks

Room 214 (Storeroom)

- Remove existing furniture, light fittings, and wall tiles
- Plaster the wall to smooth out the surface
- Supply and install new vinyl flooring
- Replace lighting with LED lighting
- Install a new aluminium-framed glass door with mid rail and access control and ventilation louvre at the bottom part of the door
- Supply and install powder-coated bolt-and-nut shelving all around the room (6x shelving modules)

Room 213 (Biobank store for -80 Freezers)

- Remove existing bench tops, furniture, air-conditioning, floor and wall tiles, geyser, and LP-gas piping
- Brick up and plaster old aircon penetrations on the wall, close off pipe works and ducting. Plaster where tiles were removed to smooth off the walls.
- Paint walls & ceilings with chemical-resistant laboratory paint
- Supply and install new vinyl flooring
- Replace lighting with LED lighting
- Install a new aluminium-framed glass double door with mid rails and access control
- Supply and install powder-coated power skirting all around the rooms and in service unit shelves, with 16Amp plugs and covers
- Supply and install Fundermax phenolic-resin lab bench tops on steel-tube frames with drip grooves and overhangs (replacing existing benches)
- Supply and install new stainless steel double Franke Lux Tub bowl, drip area, splashback and stainless-steel lab mixer tap on powder-coated steel-tube framework; bench-mounted eyewash; 2-door under sink powder-coated steel cabinet; Polypropylene drying rack with polypropylene pegs, and associated plumbing
- Install under-bench and wall-mounted cabinets (1x 2-door under sink cabinet; 6x 2door with 1 shelf under bench cabinets; 6x 4drawer under bench cabinet; 4x 2door wall cabinets; include 2 bin doors and bins).
- Temperature-controlled system
- Make space for UPS system
- Fundermax backing with 4x Aluminium coat hooks

Storeroom

- Install a new aluminium-framed glass with mid rail (no access control)
- Supply and install powder-coated bolt-and-nut shelving all around the room (2x shelving modules)

Room 212

- Remove existing, air-conditioning, floor and wall tiles, and existing light fittings in all rooms
- Plaster where tiles were removed to smooth off the walls.
- Paint walls & ceilings with chemical-resistant laboratory paint
- Supply and install new vinyl flooring
- Replace lighting with LED lighting
- Install a new aluminium-framed glass double door with mid rail and access control, 4x single doors for kitchen and offices (no access control)
- Supply and install powder-coated power skirting all around the rooms, with 16Amp plugs and covers
- Supply and install 10-seater boardroom table and chairs

Kitchen

- ✓ Remove all kitchen cabinets and furniture
- ✓ Supply and install a full kitchen unit with Rustenburg granite top and stainless-steel drop-in sink with drip area, drawers and door under bench, wall cabinets and microwave cabinet on top, mixer tap and 20L under-sink geyser, including all plumbing, drainage, and waste. Leave space for fridge and bin.

Office next to kitchen

- ✓ Supply and install Rustenburg Granite tops for office next to kitchen with powder-coated mild steel framework; 2x 2-door with 1 shelf under bench cabinets; 2x 3-drawer under bench cabinet; 3x 2-door with 1 shelf wall cabinets
- ✓ Fundermax backing with 4x Aluminium coat hooks

Two offices

- ✓ Reusing the existing furniture
- ✓ Fundermax backing with 4x Aluminium coat hooks

Room 211 (Biogas Lab)

- Remove existing bench tops, furniture, air-conditioning, floor and wall tiles, old fume cabinet, geyser and LP-gas piping in all rooms
- Brick up and plaster old aircon penetrations on the wall, close off pipe works and ducting. Plaster where tiles were removed to smooth off the walls.
- Paint walls & ceilings with chemical-resistant laboratory paint
- Supply and install new vinyl flooring
- Replace lighting with LED lighting
- Install a new aluminium-framed glass with mid rail and access control, 2x storerooms (no access control)
- Supply and install powder-coated power skirting all around the rooms and in service unit shelves, with 16Amp plugs and covers
- Supply and install new Polypropylene Acid Resistant Fume Extraction Cabinet, extraction ducting, and fan control (Full fume cabinet system according to SANS standards), replacing existing one.
- New gas piping and regulators for LPG and CO₂
- Supply and install Fundermax phenolic-resin lab bench tops on steel-tube frames with drip grooves and overhangs (U-shape with L-bench)
- Fundermax shelves
- Supply and install epoxy-resin sink, stainless steel top with wash trough and splashback, lab mixer taps, bench-mounted eyewash, polypropylene drying rack with polypropylene pegs, and associated plumbing
- Install under-bench and wall-mounted cabinets (2x 2-door under sink cabinet; 7x 2-door with 1 shelf under bench cabinets; 4x 4-drawer under bench cabinet; 3x 2-door 1 shelf wall cabinets); include 2 bin doors and bins.
- Supply and install powder-coated mild steel bolt-and-nut shelving all around the storerooms (6 modules each)
- Fundermax backing with 4x Aluminium coat hooks

Room 210 (Autoclave room)

- Remove existing bench tops, furniture, air-conditioning, floor and wall tiles, shower and LP-gas piping
- Brick up and plaster old aircon penetrations on the wall, close off pipe works and ducting. Plaster where tiles were removed to smooth off the walls.
- Paint walls & ceilings with chemical-resistant laboratory paint
- Supply and install new vinyl flooring
- Replace lighting with LED lighting
- Install a new aluminium-framed glass doors with mid rails and access control (one double door and one single)

- Supply and install new shower with curtain rail
- Supply and install powder-coated power skirting all around the room with 16Amp plugs and covers
- Supply and install new extraction ducting system with fan (according to SANS standards)
- Supply and install Fundermax phenolic-resin lab bench tops on steel-tube frames (replacing existing benches)
- Fundermax backing with 4x Aluminium coat hooks

Room 209 (Bacteriological Lab)

- Remove existing bench tops, furniture, air-conditioning, floor and wall tiles, old fume cabinet, geyser and LP-gas piping in both rooms, storeroom and all wash area furniture and sinks
- Brick up and plaster old aircon penetrations on the wall, close off pipe works and ducting. Plaster where tiles were removed to smooth off the walls.
- Paint walls & ceilings with chemical-resistant laboratory paint
- Supply and install new vinyl flooring
- Replace lighting with LED lighting
- Install a new aluminium-framed glass doors with mid rails and access control (one double door and one single)
- Supply and install powder-coated power skirting all around the 2 rooms, storeroom, and in service unit shelves, with 16Amp plugs and covers

Wash Area

- ✓ Supply and install new stainless steel double Franke Lux Tub bowl, drip area, splashback and stainless-steel lab mixer tap on powder-coated steel-tube framework
- ✓ 2-door under sink powder coated steel cabinet
- ✓ Polypropylene drying rack with polypropylene pegs

Storeroom

- ✓ Install 2x new aluminium-framed glass doors with mid rail for the storeroom (no access control)
- ✓ Supply and install powder-coated bolt-and-nut shelving all around the room (4x shelving modules)

Room 209 West

- ✓ Supply and install a square tube welded frame with Anti-vibration pads and heavy-duty levelling feet, Rustenburg Granite top for the balance table
- ✓ New gas piping, and regulators for all the gases next to the anaerobic chambers
- ✓ Supply and install Fundermax phenolic-resin lab bench tops on powder-coated steel-tube frames with drip grooves and overhangs (replacing the existing benches)
- ✓ Install epoxy-resin sinks, lab mixer taps, bench-mounted eyewash, polypropylene drying rack with pegs, and associated plumbing
- ✓ Install under-bench and wall-mounted cabinets (2x 1-door under bench cabinet; 7x 2door with 1 shelf under bench cabinets; 2x 4drawer under bench cabinet; wall-mounted 2 shelves); include 2x bin doors and bins.
- ✓ Replace the wooden open-shelved cabinet with the balance table with steel-framed shelves
- ✓ Fundermax backing with 4x Aluminium coat hooks

Room 209 East

- ✓ Supply and install Fundermax phenolic-resin lab bench tops on powder-coated steel-tube frames with drip grooves and overhangs (replacing the existing benches, excluding the wall with fume hood and laminar flow, to leave open).
- ✓ Install epoxy-resin sinks, lab mixer tap, bench-mounted eyewash, polypropylene drying rack with pegs, and associated plumbing
- ✓ Install under-bench and wall-mounted cabinets (2x 1-door under bench cabinet; 7x 2door with 1 shelf under bench cabinets; 4x 4drawer under bench cabinet; wall-mounted 2 shelves); include 2x bin doors and bins.
- ✓ Supply and install new Polypropylene Acid Resistant Fume Extraction Cabinet, extraction ducting, and fan control (Full fume cabinet system according to SANS standards)
- ✓ New gas piping and regulators for LPG, N₂ and CO₂
- ✓ Fundermax backing with 4x Aluminium coat hooks

Room 208

- Remove all existing bench tops, furniture, air-conditioning, floor and wall tiles, old fume cabinet, geyser, LP-gas piping, and existing light fittings in all rooms
- Brick up and plaster old aircon penetrations on the walls, close off pipe works and ducting. Plaster where tiles were removed to smooth off the walls.
- Paint walls & ceilings with chemical-resistant laboratory paint
- Supply and install new vinyl flooring
- Replace lighting with LED lighting
- Install a new aluminium-framed glass door with mid rails and access control for entrance door
- Supply and install single power skirting all around the rooms, and in service unit shelves, with 16Amp plugs and covers
- By the entrance, install epoxy rein sink with mixer tap
- Supply and install Fundermax phenolic-resin tops and dividers on steel-tube frames for cubicles (7); L-shape Fundermax top for the 2 offices
- Install under-bench cabinets (2-door under sink cabinet; 2x 2-door with 1 shelf under bench office cabinets; 9x 4 drawer under bench cabinets for cubicles and offices; 10x wall cabinets for cubicles and offices)
- Fundermax backing with 4x Aluminium coat hooks

Room 207 (Environmental Lab)

- Remove all existing bench tops, furniture, air-conditioning, floor and wall tiles, old fume cabinet, LP-gas piping, existing light fittings and partitioning
- Brick up and plaster old aircon penetrations on the wall, close off all pipe works and ducting. Plaster where tiles were removed to smooth off the wall.
- Remove the extraction fans and replace windows
- Paint walls & ceilings with chemical-resistant laboratory paint
- Supply and install new vinyl flooring
- Replace lighting with LED lighting
- Supply and install new aluminium and glass partitioning and door with mid rail; bottom half should be frosted glass (partition and door)
- Install a new aluminium-framed glass double door with mid rail and access control for entrance
- Supply and install powder-coated power skirting all around the rooms and in service unit shelves, with 16Amp plugs and covers

- Supply and install new Polypropylene Acid Resistant Fume Extraction Cabinet, extraction ducting, and fan control (Full fume cabinet system according to SANS standards)
- Supply and install Fundermax phenolic-resin lab bench tops on steel-tube frames with drip grooves and overhangs (replacing existing benches for both lab and partitioned office)
- Supply and install epoxy-resin sinks, stainless steel top with wash trough and splashback, lab mixer taps, bench-mounted eyewash, polypropylene drying rack with polypropylene pegs, and associated plumbing
- Install under-bench and wall-mounted cabinets (2x 2-door under sink cabinet; 10x 2-door with 1 shelf under bench cabinets; 7x 4-drawer under bench cabinet; 3x 2-door wall cabinets; wall-mounted 2 shelves); include 2 bin doors and bins. For the office (2-door with 1 shelf under bench office cabinets; 4 drawer under bench cabinet; 1 shelf with no door wall cabinets)
- Fundermax backing with 4x Aluminium coat hooks

Filing Cabinet in the passage

- Remove existing shelving and doors
- Supply and install new double aluminium and glass doors with mid rails
- Supply and install powder-coated bolt-and-nut shelving to replace the existing shelves

Room 206

- Black-out windows with chemical-resistant sealants; remove old door and existing light fittings
- Install a new aluminium-framed glass door with mid rail and ventilation louvre at the bottom part of the door, including access control
- Paint walls & ceilings with chemical-resistant laboratory paint
- Supply and install new vinyl flooring (chemical-resistant)
- Replace lighting with LED lighting
- Supply and install powder-coated bolt-and-nut shelving (12x shelving modules) and flammable cabinet
- Supply and install an extraction-ducting system and fan with complete electrical works and COC
- Supply and install fire and heat detection system and sprinkler system
- The room should be temperature-controlled between 15-25 °C

Room 205 (Fungal Lab)

- Remove all existing bench tops, furniture, air-conditioning, floor and wall tiles, old fume cabinet, LP-gas piping, existing light fittings and partitioning
- Brick up and plaster old aircon penetrations on the wall, close off all pipe works and ducting. Plaster where tiles were removed to smooth off the wall.
- Paint walls & ceilings with chemical-resistant laboratory paint
- Supply and install new vinyl flooring
- Replace lighting with LED lighting
- Supply and install new aluminium and glass partitioning and door with mid rail; bottom half should be frosted glass (partition and door)
- Install a new aluminium-framed glass door with mid rail and access control for entrance
- Supply and install powder-coated power skirting all around the rooms, and in service unit shelves, with 16Amp plugs and covers
- Supply and install new Polypropylene Acid Resistant Fume Extraction Cabinet, extraction ducting and fan (Full fume cabinet system according to SANS standards)
- Supply and install Fundermax phenolic-resin lab bench tops on steel-tube frames with drip grooves and overhangs (replacing benches for both lab and partitioned office)

- Supply and install epoxy-resin sinks, lab mixer taps, bench-mounted eyewash, polypropylene drying rack with pegs, and associated plumbing
- Install under-bench and wall-mounted cabinets (2-door under sink cabinet; 2x 2-door with 1 shelf under bench cabinets; 1x 4-drawer under bench cabinet; x 2-door wall cabinets); include bin doors and bins. For the office (2-door with 1 shelf under bench cabinets; 4-drawer under bench cabinet; 1 shelf with no door wall cabinets)
- Fundermax backing with 4x Aluminium coat hooks

Room 204 (Office)

- Remove floor carpet, air-cons, and existing light fittings
- Brick up with matching bricks outside and plaster inside
- Paint walls & ceilings with chemical-resistant laboratory paint
- Supply and install new vinyl flooring
- Install a new aluminium-framed glass door with mid rail access control
- Replace lighting with LED lighting
- Install single-cavity, powder-coated mild-steel power skirting with 16 Amp plugs and run the associated wiring.
- Install L-shaped office bench against the wall and one wall, with a computer station, under bench cabinets and drawers
- Fundermax backing with 4x Aluminium coat hooks

Room 203 (Office)

- Remove wall tiles, vinyl flooring, air-con, and existing light fittings
- Brick up with matching bricks outside and plaster inside, and where tiles were removed to smooth off the wall.
- Paint walls & ceilings with chemical-resistant laboratory paint
- Supply and install new vinyl flooring
- Replace lighting with LED lighting
- Install a new aluminium-framed glass door with mid rail access control
- Install single-cavity, power skirting with 16 Amp plugs and run the associated wiring.
- Supply and install L-shaped office bench against the wall and one wall, with a computer station, under bench cabinets and drawers
- Fundermax backing with 4x Aluminium coat hooks

Room 202

- Remove existing benches, furniture, air-conditioning, light fittings and tiles
- Paint walls & ceilings with chemical-resistant laboratory paint
- Supply and install new vinyl flooring
- Replace lighting with LED lighting
- Install a new aluminium-framed glass door with mid rail and access control
- Install single-cavity, powder-coated mild-steel power skirting with 16 Amp plugs and run the associated wiring.
- Complete all electrical installations and supply COC.
- Supply and install Fundermax phenolic-resin lab bench tops (U-shape and island) on steel-tube frames with drip grooves and overhangs (leave space for biosafety cabinet and fridge)
- Install epoxy-resin sink, lab mixer tap, bench-mounted eyewash, polypropylene drying rack with pegs, and associated plumbing
- Install under-bench and wall-mounted cabinets (2 door under sink; 2x 4-drawer under bench cabinet; 2x 2-door under bench cabinets; 5x 2-door wall cabinets); include bin doors
- Fundermax backing with 4x Aluminium coat hooks

Room 201 (Wash-Up / Prep Room)

- Remove all furniture, sinks, vinyl, wall tiles, and existing light fittings
- Replace windows and doors with aluminium-framed glass doors mid rails and with access control
- Plaster where tiles were removed to smooth off the wall.
- Supply and install new vinyl flooring
- Replace lighting with LED lighting
- Install power skirting with 16Amp plugs
- Paint walls & ceilings with chemical-resistant laboratory paint

Prep area

- ✓ Install Fundermax bench tops (around the wall) on steel-tube frames; under-bench cabinets and wall-mounted cabinets with chemical-resistant finishes (3x2 door under-bench cabinets; 1x4-drawer under-bench cabinet).

Wash area

- ✓ Partition for the washing area
- ✓ Install extraction for the drying area
- ✓ Fit stainless-steel wash benches with dual Franke Luxtub sinks, mixer taps, and plumbing
- ✓ Provide industrial washing machine and dryer; extraction-duct system and fan

Bathrooms

- Remove all wall tiles, existing toilets, basins, and light fittings
- Supply and install new vinyl flooring, LED lighting
- Paint walls & ceilings with chemical-resistant laboratory paint
- Paint existing toilet doors and bathroom entrance doors
- Supply and install new toilets, urinals with all plumbing works
- Supply and install new basins with taps and shower heads and taps with all necessary plumbing
- Replace mirrors

Room 217 (Storeroom)

- Remove vinyl flooring, wooden door, existing windows, and existing light fittings
- Replace windows and doors with aluminium-framed glass door mid rail
- Supply and install new vinyl flooring
- Replace lighting with LED lighting
- Paint walls & ceilings with chemical-resistant laboratory paint
- Supply and install powder-coated bolt-and-nut shelving

Room 218 (New kitchen)

- Remove all furniture, sinks, vinyl flooring, wooden door, existing windows, and existing light fittings
- Replace windows and doors with aluminium-framed glass doors mid rails
- Supply and install new vinyl flooring

- Replace lighting with LED lighting
- Paint walls & ceilings with chemical-resistant laboratory paint
- Install single cavity power skirting with 16Amp plugs
- Supply and install full kitchen unit with Rustenburg granite top and stainless steel drop-in sink with drip area and mixer tap, 4-drawer and 2-door under top, 1-door wall cabinet and microwave cabinet on top, mixer tap and 20L under-sink geyser, including all plumbing, drainage, and waste. Leave space for fridge and bin.

Room 219 (Storeroom)

- Remove vinyl flooring, wooden door, existing windows, and existing light fittings
- Replace windows and doors with aluminium-framed glass door mid rail
- Supply and install new vinyl flooring
- Replace lighting with LED lighting
- Paint walls & ceilings with chemical-resistant laboratory paint
- Supply and install powder-coated bolt-and-nut shelving

Room 220 (Changing room next to kitchen)

- Remove vinyl flooring, wooden door, existing windows, and existing light fittings
- Replace windows and doors with aluminium-framed glass door mid rail
- Supply and install new vinyl flooring
- Replace lighting with LED lighting
- Paint walls & ceilings with chemical-resistant laboratory paint
- Supply and install 5x powder-coated mild steel lockers with 1 long door and shelf and hanging space
- 4 x chairs, same as the kitchen in 218

Lecture Hall

- Remove existing benches, windows, flooring and ceiling
- Inspect roof sheets for rust and corrosion; replace or seal with waterproofing as needed.
- Supply and install new suspended ceiling and isolation above the suspended ceiling
- Supply and install new aluminium windows
- Supply and install new vinyl flooring
- Paint walls & ceilings with chemical-resistant laboratory paint
- Replace lighting with LED lighting
- Install new lecture-hall seating (six rows).
- Install a new lecture bench assembly with an under-bench cabinet and drawers.
- Supply and install new retractable white screen and projector mounter
- Install new aluminium double door with mid rail and access control for entrance

HEALTH, SAFETY, AND ENVIRONMENTAL REQUIREMENTS

- A proper safety file will be submitted for approval before any work is done on site, with all necessary documents included
- Comply with dust, noise, and waste-management regulations; dispose of all hazardous waste through licensed contractors.
- Submit test certificates (electrical, gas pressure, HVAC pressure, fire-system functional tests) and manufacturer's guarantees before issuing practical completion.

DOCUMENTATION AND GUARANTEES

- Provide operation & maintenance manuals for all new equipment.
- Supply as-built drawings (electrical, mechanical, gas, fire-detection, access control).
- Issue a 12-month guarantee on all workmanship and installed equipment.
- Conduct a walkthrough and rectify any defects during the 12-month maintenance period.

4. EXPECTED DELIVERABLES

- Complete functional role of Room 216, Room 215, Room 214, Room 213, Room 212, Room 211, Room 210, Room 209, Room 208, Room 207, Room 206, Room 205, Room 204, Room 203, Room 202, Room 201, Room 217, Room 218, Room 219, Room 220, Bathrooms, Lecture Hall) .g. full completed and functional role.
- Functional laboratories as per specification
- Provide BOQ drawings of the benches, gas lines and extraction equipments
- Dispose all the removed equipments/staffs
- For gas lines, electrical and air conditioning system certificate of complaints
- Plumbing and electrician should be certified with COC

5. DURATION OF THE PROJECT

The project must be completed within **Six (6)** months after the signing of the SLA by both parties. Regular performance evaluations to monitor the identified Key Performance Indicators shall form part of the SLA.

6. COMPULSORY BRIEFING SESSION

A Compulsory briefing session will be held at
Name of institution: ARC IRENE CAMPUS
Date: **27 August 2025**
Time: **10h00**

7. EVALUATION CRITERIA

The evaluation for this bid will be carried out in the following FOUR (4) phases

- Phase 1: Pre-Compliance
- Phase 2: Mandatory requirements
- Phase 2: Functionality Criteria
- Phase 3: Price and Specific goals

7.1 PHASE 1: PRE-COMPLIANCE

During this phase bid documents will be reviewed to determine the compliance with SCM Returnable documents, tax matters and whether proof of registration on Central Supplier Database (CSD) has been submitted with the bid documents at the closing date and time of The bid. Bids which do not satisfy the compliance criteria will not be evaluated further.

The bid proposal will be screened for compliance with administrative requirements as Indicated below

ITEM NO.	ADMINISTRATIVE REQUIREMENTS	CHECK/COMPLIANCE
1	Master Bid Document	Provided and bound
2	SCM - SBD 1 - Invitation to Bid	Completed and signed
3	SBD 3.3 and Annexure A Pricing Schedule	Fully Completed
4	SCM - SBD 4 – Bidders Disclosure	Completed and signed
5	CSD Registration	Proof of CSD registration
6	Tax Compliance	SARS Tax Pin
7	SCM - SBD 6.1 - Preference Points Claim Form in terms of the Preferential Procurement Regulations 2022	Completed and signed
8	In case of bids where Consortia / Joint Ventures, Consortia/Joint Venture agreement signed by both parties must be submitted with bid proposal	JV agreement completed and signed, if applicable

7.2 MANDATORY REQUIREMENTS

	MANDATORY REQUIREMENT	ATTACH PROOF
1	It is estimated that tenderers must have a CIDB contractor grading designation of 6 GB or higher (CIDB Certificates or CRS Numbers must be provided)	
2	COIDA registration	
4	Compulsory briefing attendance	
5	Installation Electrician or higher with Wierman's licence	
6	Registered plumber (PIRB or IOPSA) qualified to Issue COC	
7	Public or Professional liability cover of 5 million or More	
8	Letter of Manufacture of steel frame works	

NB: Bidders who fail to comply with Mandatory requirements will not be evaluated further and will be disqualified.

7.3 PHASE 3: FUNCTIONALITY CRITERIA

FUNCTIONALITY CRITERIA

The bidder must score a minimum of **70%**, during phase 3 (functionality/technical) of the evaluation to qualify for Phase 4 of the evaluation where only points for price and Specific goals will be considered

The following values/ indicators will be applicable when evaluating functionality:
0 = Non-compliance; 1 = Poor; 2 = Fair; 3 = Average; 4 = Good; 5 = Excellent

GUIDELINE FOR CRITERIA EVALUATION	FUNCTIONALITY		WEIGHT
Bidders are expected to provide comprehensive details of previous projects completed	Company experience/past performance		
	Previous experience of the company. List all projects that the company did relevant to refurbishment of laboratories, stating the client, contact person name and contact info on company letterhead, scope of work, your company responsibilities, rand value, and date of completion. Provide completion certificates of each reference alternatively reference letters with completion date. NB: No appointment letters will be accepted.		
	PRICES INCLUSIVE OF (VAT)	Points	
	Point will be allocated to a tenderer who has done 5 or more Projects relevant to refurbishment of laboratories to the value of at least R 16 000 000.00 or more each that is not older than 15 years.	5	60
	Point will be allocated to a tenderer who has done 4 or more Projects relevant to refurbishment of laboratories to the value of at least R 16 000 000.00 or more each that is not older than 15 years.	4	
	Point will be allocated to a tenderer who has done 3 or more Projects relevant to refurbishment of laboratories to the value of at least R 16 000 000.00 or more each that is not older than 15 years.	3	
	Point will be allocated to a tenderer who has done 2 or more Projects relevant to refurbishment of laboratories to the value of at least R 16 000 000.00 or more each that is not older than 15 years.	2	
	Point will be allocated to a tenderer who has done 1 or more Projects relevant to refurbishment of laboratories to the value of at least R 16 000 000.00 or more each that is not older than 15 years.	1	
	No information provided	0	
GUIDELINE FOR CRITERIA EVALUATION	FUNCTIONALITY		WEIGHT
Experience of the Key staff (Project Manager, Gas specialist, Air condition specialist and Refrigeration specialist.) to be assigned to the contract	Project team qualifications and experience		
	The bidder shall include CV's that clearly indicate the years of experience of the following project personnel: Project Manager, Gas specialist, Air condition specialist and Refrigeration specialist that will be assigned to this work and be working on the project.		
	Years of experience of the Project Manager	Points	
Project Manager	Points will be allocated to a tenderer with Project Manager, who has at least 15 years of experience in scientific laboratory refurbishment or relevant projects.	5	10
	Points will be allocated to a tenderer with Project Manager, who has at least 9 years of experience in scientific laboratory refurbishment relevant projects.	4	

	Points will be allocated to a tenderer with Project Manager, who has at least 6 years of experience in scientific laboratory refurbishment relevant projects.	3	
	Points will be allocated to a tenderer with Project Manager, who has at least 3 years of experience in scientific laboratory refurbishment relevant projects.	2	
	Points will be allocated to a tenderer with Project Manager, who has at least 1 years of experience in scientific laboratory refurbishment relevant projects.	1	
	No information provided	0	
Gas specialist	Years of experience of the Gas specialist		10
	Points will be allocated to a tenderer with Gas specialist, who has at least 10 years of experience in Gas line installations	5	
	Points will be allocated to a tenderer with Gas specialist, who has at least 8 years of experience in Gas line installations	4	
	Points will be allocated to a tenderer with Gas specialist, who has at least 6 years of experience in Gas line installations	3	
	Points will be allocated to a tenderer with Gas specialist, who has at least 4 years of experience in Gas line installations	2	
	Points will be allocated to a tenderer with Gas specialist, who has at least 2 years of experience in Gas line installations	1	
	No information provided	0	
Air condition specialist	Years of experience of the Air condition specialist		10
	Points will be allocated to a tenderer with Air condition specialist, who has at least 10 years of experience in Air condition installations	5	
	Points will be allocated to a tenderer with Gas specialist, who has at least 8 years of experience in Air condition installations	4	
	Points will be allocated to a tenderer with Air condition specialist, who has at least 6 years of experience in Air condition installations	3	
	Points will be allocated to a tenderer with Air condition specialist, who has at least 4 years of experience in Air condition installations	2	
	Points will be allocated to a tenderer with Air condition specialist, who has at least 2 years of experience in Air condition installations	1	
	No information provided	0	
Refrigeration specialist	Years of experience of the Refrigeration specialist		10
	Points will be allocated to a tenderer with Refrigeration specialist, who has at least 10 years of experience in Cold room and refrigeration installations	5	
	Points will be allocated to a tenderer with Refrigeration specialist, who has at least 8 years of experience in Cold room and refrigeration installations	4	
	Points will be allocated to a tenderer with Refrigeration specialist, who has at least 6 years of experience in Cold room and refrigeration installations	3	

	Points will be allocated to a tenderer with Refrigeration specialist, who has at least 4 years of experience in Cold room and refrigeration installations	2	
	Points will be allocated to a tenderer with Refrigeration specialist, who has at least 2 years of experience in Cold room and refrigeration installations	1	
	No information provided	0	
	FUNCTIONALITY		70%
	TOTAL POINTS ON FUNCTIONALITY		100

7.4 PHASE 4 PRICE AND SPECIFIC GOALS

Preference point system applicable for this bid is **80/20**

SPECIFIC GOALS

In line with the Preferential Procurement Regulations 2022, a preference point system must be followed, where:

For contracts with a prescribed Rand value, a maximum of 20 points will be allocated for specific goals in this bid as follows

The Preferential Procurement Regulations 2022 includes the implementation of RDP goals as one of the specific goals, therefore over and above the awarding of preference points in favour of HDIs, the activities listed as contributors towards achieving the goals of the RDP (published in Government Gazette No. 16085 dated 23 November 1994) will also be applied

	SPECIFIC GOALS	POINTS
1	51 % + owned by HDIs (people who had no franchise on national elections prior to 1994)	6
2	51 % + owned by Women	4
3	51 % + owned by Youth	4
4	51 % + owned by People with disabilities	2
5	BEE status Level:1- 4	2
6	Implementation of RDP goals (Any goal/s	2
		20

PRICE

Bid will be awarded to a bidder with the highest points on price and Specific goals on condition that they have met all phases of the evaluation criteria and complied with the tender requirements set out in the tender document. The bidder will be allocated 80 of the prices and 20 for SPECIFIC GOALS

The points scored by a tenderer in respect of SPECIFIC GOALS contemplated in section 5, read with section 2(1)(b)(i) and (ii) and 2(1)(c), of the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000), and with effect from 16 January 2023. Made the regulations set out in the Preferential Procurement Regulations 2022 Schedule section 2(1)(e) of the Act an organ of state must, in the invitation to submit tenders, clearly specify the specific goals for which a point may be awarded, must be added to the points scored for price

8. BID SUBMISSION REQUIREMENTS

Bidders should ensure that the following submission requirements, which will be needed for are included in their bid proposal and are as follows:

1. The service provider must draft a table of contents which will indicate where each document is located in the proposal.
2. The proposal shall consist of one master original document, and must clearly indicate the Prices on SBD 3.3
3. A joint venture or consortium must submit a consolidated B-BBEE certificate based on the weighted members participation in order to earn B-BBEE points issued by SANAS accredited agency
4. The information in the CV of the proposed Team/ Project Leader should include relevant Experience in the chosen area of expertise
5. Project reference specifying the role played by the service provider in the listed projects or Assignments, project value and the duration of the project (start and end date).
6. A detailed Project Plan with clear indication of who will be responsible for the management of the assignment as well as its execution. The allocation of team members on the assignments should be based on the experience in delivering the scope of work as listed.
7. Standard bidding documents (SBD1, 3.3, 4, 6.1).
8. Copy of Central Supplier Database (CSD) report/ SARS Tax Status Pin.

9. LEGISLATIVE FRAMEWORK OF THE BID

Tax Legislation

1. Bidder must at all times attempt to be compliant when submitting proposal to ARC and remain Compliant for the entire contract term with all applicable tax legislation, including but not limited to the Income Tax Act, 1962 (Act No. 58 of 1962) and Value Added Tax Act, 1991 (Act No. 89 of 1991).
2. Bidders who make taxable supplies in excess of R1 million in any 12-month consecutive period are liable for compulsory VAT registration, but a person may also choose to register voluntarily provided that the minimum threshold of R500 000 has been exceeded in the past 12-month period.
3. Bidders who meet the above requirement must register as VAT vendors, if successful, within one month of award of the bid.
1. SARS Tax Status Pin requirements/ or Central Supplier Database (CSD) number or report must be provided.

10. PROCUREMENT LEGISLATION

1. Bidders should be cognisant of the legislation and/or standards specifically applicable to the services.
2. If the application is made by a joint Venture or Partnership, the accreditation credentials in the name of the joined entities should be submitted. Members in the joint venture must meet the requirement of the proposal.

11. PRIVACY AND PROTECTION OF PERSONAL INFORMATION ACT 4 OF 2013

protecting personal information is important to the Agricultural Research Council , and the environment. To do so, ARC follows general principles in accordance with applicable privacy Laws and the Protection of Personal Information Act 4 of 2013 (POPIA).

1. ARC'S role as the responsible party is, amongst others to process personal information for the intended purpose for which it was obtained and in line with legal agreements with its respective/ prospective services providers and third parties
2. ARC will process personal information only with the knowledge and authorisation of the Bidder/respondent and will test personal information which comes to its knowledge as Confidential and will not disclose it, unless so required by law or subject to the exception Contained in the POPIA.
3. ARC reserves all the rights afforded to it by the POPIA in the processing of any of its Information as contained in this bid and the bidder/respondent is required to comply with all Prescripts as detailed in the POPIA relating to all information concerning ARC.
4. In responding to this bid, , ARC acknowledges that it will obtain and have access to personal information of the bidder/respondent.ARC agrees that it shall only process the information disclosed by the bidder/respondent in their response to this bid for the purpose of evaluation and subsequent award of the tender and in accordance with any applicable law

12. SPECIAL CONDICTIONS OF CONTRACT.

1. The bidder will be required to provide a methodology and project plan with mile stones to track progress of the six (06) Months duration.
2. The contractor shall provide a progress report on a monthly basis and where progress is not satisfactory Procurement Policy and Guidelines will guide the outcomes.
3. All the conditions specified in the General Conditions of Contract (GCC) will apply and where the Conditions in the special conditions of contract contradicts the conditions in the general conditions of contract the special conditions of contract will prevail
4. Letter of Authority to sign documents on behalf of the company.
5. The proposals should be submitted with all required information containing technical information.
6. Bidders failing to meet mandatory requirements, and functionality Minimum score will automatically be disqualified.
7. Service providers are requested to submit a Central supplier registration report to claim for specific goals, as well as BEEE certificate/ sworn affidavit.
8. SBD 6.1 must also be duly completed, signed, and submitted alongside the bid to claim preference points. Failure to do so will result in specific goals being forfeited.
9. If the application is made by a Joint Venture or Partnership, the accreditation credentials in name of joined entities should be submitted. Members in the joint venture must meet the requirement of the proposal and provide Authority to sign letter of behalf of the JV
10. Poor or non-performance by the bidder will result in cancellation of works orders.

13. SUB-CONTRACTING CONDITIONS/ REQUIREMENTS

1. In a case a tenderer is intending to sub-contract portion of work, such tenderer awarded a contract may only enter into sub-contracting arrangements with the approval of the department. In relation to a designated sector, a contractor will not be allowed to subcontract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.
2. The contractor is not allowed to sub-contract more than 25% of the contract value after award to another enterprise that does not have equal or higher B-BBEE status level, unless the intended sub-contractor is an EME that has the capability and ability to execute the sub-contract.

14. PAYMENT TERMS

1. ARC undertakes to pay out in full or as per deliverables within thirty (30) days all valid claims for work done to its satisfaction upon presentation of a substantiated claim and the required reports stipulated in special conditions. No payment will be made where there is outstanding information/ work not submitted by the Service Provider/s until that outstanding information is submitted.

15. Contact person

Technical Enquiries

Name: Dr Kgantjie Moloto and Dr Tshifhiwa Mamphogoro
Tel: (012) 672-9046 / (012) 672 9352
Email: molotok@arc.agric.za/ mamphogorot@arc.agric.za

SCM Enquiries

Name: Sizo Ngomane
Tel: 012 672 9120
Email: ngomanesj@arc.agric.za

GOVERNMENT PROCUREMENT

GENERAL CONDITIONS OF CONTRACT

NOTES

The purpose of this document is to:

- (i) Draw special attention to certain general conditions applicable to government bids, contracts and orders; and
- (ii) To ensure that clients be familiar with regard to the rights and obligations of all parties involved in doing business with government.

In this document words in the singular also mean in the plural and vice versa and words in the masculine also mean in the feminine and neuter.

- The General Conditions of Contract will form part of all bid documents and may not be amended.
- Special Conditions of Contract (SCC) relevant to a specific bid, should be compiled separately for every bid (if applicable) and will supplement the General Conditions of Contract. Whenever there is a conflict, the provisions in the SCC shall prevail.

TABLE OF CLAUSES

1. Definitions
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General Conditions of Contract

1. Definitions

1. The following terms shall be interpreted as indicated:
 - 1.1 “Closing time” means the date and hour specified in the bidding documents for the receipt of bids.
 - 1.2 “Contract” means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
 - 1.3 “Contract price” means the price payable to the supplier under the contract for the full and proper performance of his contractual obligations.
 - 1.4 “Corrupt practice” means the offering, giving, receiving, or soliciting of any thing of value to influence the action of a public official in the procurement process or in contract execution.
 - 1.5 "Countervailing duties" are imposed in cases where an enterprise abroad is subsidized by its government and encouraged to market its products internationally.
 - 1.6 “Country of origin” means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.
 - 1.7 “Day” means calendar day.
 - 1.8 “Delivery” means delivery in compliance of the conditions of the contract or order.
 - 1.9 “Delivery ex stock” means immediate delivery directly from stock actually on hand.
 - 1.10 “Delivery into consignees store or to his site” means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the supplier bearing all risks and charges involved until the supplies are so delivered and a valid receipt is obtained.
 - 1.11 "Dumping" occurs when a private enterprise abroad market its goods on own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm the local industries in the RSA.
 - 1.12 "Force majeure" means an event beyond the control of the supplier and not involving the supplier's fault or negligence and not foreseeable.

Such events may include, but is not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.

- 1.13 “Fraudulent practice” means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any bidder, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the bidder of the benefits of free and open competition.
- 1.14 “GCC” means the General Conditions of Contract.
- 1.15 “Goods” means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract.
- 1.16 “Imported content” means that portion of the bidding price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or his subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the supplies covered by the bid will be manufactured.
- 1.17 “Local content” means that portion of the bidding price which is not included in the imported content provided that local manufacture does take place.
- 1.18 “Manufacture” means the production of products in a factory using labour, materials, components and machinery and includes other related value-adding activities.
- 1.19 “Order” means an official written order issued for the supply of goods or works or the rendering of a service.
- 1.20 “Project site,” where applicable, means the place indicated in bidding documents.
- 1.21 “Purchaser” means the organization purchasing the goods.
- 1.22 “Republic” means the Republic of South Africa.
- 1.23 “SCC” means the Special Conditions of Contract.
- 1.24 “Services” means those functional services ancillary to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance and other such obligations of the supplier covered under the contract.
- 1.25 “Written” or “in writing” means handwritten in ink or any form of electronic or mechanical writing.

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| 2. Application | <p>2.1 These general conditions are applicable to all bids, contracts and orders including bids for functional and professional services, sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise indicated in the bidding documents.</p> <p>2.2 Where applicable, special conditions of contract are also laid down to cover specific supplies, services or works.</p> <p>2.3 Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.</p> |
| 3. General | <p>3.1 Unless otherwise indicated in the bidding documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable a non-refundable fee for documents may be charged.</p> <p>3.2 With certain exceptions, invitations to bid are only published in the Government Tender Bulletin. The Government Tender Bulletin may be obtained directly from the Government Printer, Private Bag X85, Pretoria 0001, or accessed electronically from www.treasury.gov.za</p> |
| 4. Standards | <p>4.1 The goods supplied shall conform to the standards mentioned in the bidding documents and specifications.</p> |
| 5. Use of contract documents and information; inspection. | <p>5.1 The supplier shall not, without the purchaser's prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the supplier in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.</p> <p>5.2 The supplier shall not, without the purchaser's prior written consent, make use of any document or information mentioned in GCC clause 5.1 except for purposes of performing the contract.</p> <p>5.3 Any document, other than the contract itself mentioned in GCC clause 5.1 shall remain the property of the purchaser and shall be returned (all copies) to the purchaser on completion of the supplier's performance under the contract if so required by the purchaser.</p> <p>5.4 The supplier shall permit the purchaser to inspect the supplier's records relating to the performance of the supplier and to have them audited by auditors appointed by the purchaser, if so required by the purchaser.</p> |
| 6. Patent rights | <p>6.1 The supplier shall indemnify the purchaser against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.</p> |
| 7. Performance security | <p>7.1 Within thirty (30) days of receipt of the notification of contract award, the successful bidder shall furnish to the purchaser the performance security of the amount specified in SCC.</p> |

- 7.2 The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete his obligations under the contract.
- 7.3 The performance security shall be denominated in the currency of the contract, or in a freely convertible currency acceptable to the purchaser and shall be in one of the following forms:
- (a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the form provided in the bidding documents or another form acceptable to the purchaser; or
 - (b) a cashier's or certified cheque
- 7.4 The performance security will be discharged by the purchaser and returned to the supplier not later than thirty (30) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified in SCC.

8. Inspections, tests and analyses

- 8.1 All pre-bidding testing will be for the account of the bidder.
- 8.2 If it is a bid condition that supplies to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspection, the premises of the bidder or contractor shall be open, at all reasonable hours, for inspection by a representative of the Department or an organization acting on behalf of the Department.
- 8.3 If there are no inspection requirements indicated in the bidding documents and no mention is made in the contract, but during the contract period it is decided that inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.
- 8.4 If the inspections, tests and analyses referred to in clauses 8.2 and 8.3 show the supplies to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.
- 8.5 Where the supplies or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such supplies or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier.
- 8.6 Supplies and services which are referred to in clauses 8.2 and 8.3 and which do not comply with the contract requirements may be rejected.
- 8.7 Any contract supplies may on or after delivery be inspected, tested or analyzed and may be rejected if found not to comply with the requirements of the contract. Such rejected supplies shall be held at the cost and risk of the supplier who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with

supplies which do comply with the requirements of the contract. Failing such removal the rejected supplies shall be returned at the suppliers cost and risk. Should the supplier fail to provide the substitute supplies forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected supplies, purchase such supplies as may be necessary at the expense of the supplier.

- 8.8 The provisions of clauses 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Clause 23 of GCC.

9. Packing

- 9.1 The supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing, case size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.
- 9.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, if any, specified in SCC, and in any subsequent instructions ordered by the purchaser.

10. Delivery and documents

- 10.1 Delivery of the goods shall be made by the supplier in accordance with the terms specified in the contract. The details of shipping and/or other documents to be furnished by the supplier are specified in SCC.
- 10.2 Documents to be submitted by the supplier are specified in SCC.

11. Insurance

- 11.1 The goods supplied under the contract shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified in the SCC.

12. Transportation

- 12.1 Should a price other than an all-inclusive delivered price be required, this shall be specified in the SCC.

13. Incidental services

- 13.1 The supplier may be required to provide any or all of the following services, including additional services, if any, specified in SCC:
- (a) performance or supervision of on-site assembly and/or commissioning of the supplied goods;
 - (b) furnishing of tools required for assembly and/or maintenance of the supplied goods;
 - (c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods;
 - (d) performance or supervision or maintenance and/or repair of the supplied goods, for a period of time agreed by the parties, provided that this service shall not relieve the supplier of any warranty obligations under this contract; and

- (e) training of the purchaser's personnel, at the supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied goods.

13.2 Prices charged by the supplier for incidental services, if not included in the contract price for the goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the supplier for similar services.

14. Spare parts

14.1 As specified in SCC, the supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the supplier:

- (a) such spare parts as the purchaser may elect to purchase from the supplier, provided that this election shall not relieve the supplier of any warranty obligations under the contract; and
- (b) in the event of termination of production of the spare parts:
 - (i) Advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and
 - (ii) following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.

15. Warranty

15.1 The supplier warrants that the goods supplied under the contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The supplier further warrants that all goods supplied under this contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the purchaser's specifications) or from any act or omission of the supplier, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.

15.2 This warranty shall remain valid for twelve (12) months after the goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise in SCC.

15.3 The purchaser shall promptly notify the supplier in writing of any claims arising under this warranty.

15.4 Upon receipt of such notice, the supplier shall, within the period specified in SCC and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the purchaser.

15.5 If the supplier, having been notified, fails to remedy the defect(s) within the period specified in SCC, the purchaser may proceed to take such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights which the purchaser may have against the supplier under the contract.

16. Payment	<p>16.1 The method and conditions of payment to be made to the supplier under this contract shall be specified in SCC.</p> <p>16.2 The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfillment of other obligations stipulated in the contract.</p> <p>16.3 Payments shall be made promptly by the purchaser, but in no case later than thirty (30) days after submission of an invoice or claim by the supplier.</p> <p>16.4 Payment will be made in Rand unless otherwise stipulated in SCC.</p>
17. Prices	<p>17.1 Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices quoted by the supplier in his bid, with the exception of any price adjustments authorized in SCC or in the purchaser's request for bid validity extension, as the case may be.</p>
18. Contract amendments	<p>18.1 No variation in or modification of the terms of the contract shall be made except by written amendment signed by the parties concerned.</p>
19. Assignment	<p>19.1 The supplier shall not assign, in whole or in part, its obligations to perform under the contract, except with the purchaser's prior written consent.</p>
20. Subcontracts	<p>20.1 The supplier shall notify the purchaser in writing of all subcontracts awarded under this contracts if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the supplier from any liability or obligation under the contract.</p>
21. Delays in the supplier's performance	<p>21.1 Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by the purchaser in the contract.</p> <p>21.2 If at any time during performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation and may at his discretion extend the supplier's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.</p> <p>21.3 No provision in a contract shall be deemed to prohibit the obtaining of supplies or services from a national department, provincial department, or a local authority.</p> <p>21.4 The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if an emergency arises, the supplier's point of supply is not situated at or near the place where the supplies are required, or the supplier's services are not readily available.</p>

21.5 Except as provided under GCC Clause 25, a delay by the supplier in the performance of its delivery obligations shall render the supplier liable to the imposition of penalties, pursuant to GCC Clause 22, unless an extension of time is agreed upon pursuant to GCC Clause 21.2 without the application of penalties.

21.6 Upon any delay beyond the delivery period in the case of a supplies contract, the purchaser shall, without canceling the contract, be entitled to purchase supplies of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to return any goods delivered later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and without prejudice to his other rights, be entitled to claim damages from the supplier.

22. Penalties

22.1 Subject to GCC Clause 25, if the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract pursuant to GCC Clause 23.

23. Termination for default

23.1 The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:

- (a) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2;
- (b) if the Supplier fails to perform any other obligation(s) under the contract; or
- (c) if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.

23.2 In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services. However, the supplier shall continue performance of the contract to the extent not terminated.

23.3 Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.

23.4 If a purchaser intends imposing a restriction on a supplier or any person associated with the supplier, the supplier will be allowed a time period of not more than fourteen (14) days to provide reasons why the envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated fourteen (14) days the purchaser may regard

the intended penalty as not objected against and may impose it on the supplier.

23.5 Any restriction imposed on any person by the Accounting Officer / Authority will, at the discretion of the Accounting Officer / Authority, also be applicable to any other enterprise or any partner, manager, director or other person who wholly or partly exercises or exercised or may exercise control over the enterprise of the first-mentioned person, and with which enterprise or person the first-mentioned person, is or was in the opinion of the Accounting Officer / Authority actively associated.

23.6 If a restriction is imposed, the purchaser must, within five (5) working days of such imposition, furnish the National Treasury, with the following information:

- (i) the name and address of the supplier and / or person restricted by the purchaser;
- (ii) the date of commencement of the restriction
- (iii) the period of restriction; and
- (iv) the reasons for the restriction.

These details will be loaded in the National Treasury's central database of suppliers or persons prohibited from doing business with the public sector.

23.7 If a court of law convicts a person of an offence as contemplated in sections 12 or 13 of the Prevention and Combating of Corrupt Activities Act, No. 12 of 2004, the court may also rule that such person's name be endorsed on the Register for Tender Defaulters. When a person's name has been endorsed on the Register, the person will be prohibited from doing business with the public sector for a period not less than five years and not more than 10 years. The National Treasury is empowered to determine the period of restriction and each case will be dealt with on its own merits. According to section 32 of the Act the Register must be open to the public. The Register can be perused on the National Treasury website.

24. Anti-dumping and countervailing duties and rights

24.1 When, after the date of bid, provisional payments are required, or anti-dumping or countervailing duties are imposed, or the amount of a provisional payment or anti-dumping or countervailing right is increased in respect of any dumped or subsidized import, the State is not liable for any amount so required or imposed, or for the amount of any such increase. When, after the said date, such a provisional payment is no longer required or any such anti-dumping or countervailing right is abolished, or where the amount of such provisional payment or any such right is reduced, any such favourable difference shall on demand be paid forthwith by the contractor to the State or the State may deduct such amounts from moneys (if any) which may otherwise be due to the contractor in regard to supplies or services which he delivered or rendered, or is to deliver or render in terms of the contract or any other contract or any other amount which may be due to him

25. Force Majeure

25.1 Notwithstanding the provisions of GCC Clauses 22 and 23, the supplier shall not be liable for forfeiture of its performance security,

damages, or termination for default if and to the extent that his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.

- 25.2 If a force majeure situation arises, the supplier shall promptly notify the purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

**26. Termination
for insolvency**

- 26.1 The purchaser may at any time terminate the contract by giving written notice to the supplier if the supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the purchaser.

**27. Settlement of
Disputes**

- 27.1 If any dispute or difference of any kind whatsoever arises between the purchaser and the supplier in connection with or arising out of the contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.
- 27.2 If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.
- 27.3 Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.
- 27.4 Mediation proceedings shall be conducted in accordance with the rules of procedure specified in the SCC.
- 27.5 Notwithstanding any reference to mediation and/or court proceedings herein,
- (a) the parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and
 - (b) the purchaser shall pay the supplier any monies due the supplier.

**28. Limitation of
liability**

- 28.1 Except in cases of criminal negligence or willful misconduct, and in the case of infringement pursuant to Clause 6;
- (a) the supplier shall not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier to pay penalties and/or damages to the purchaser; and

		(b) the aggregate liability of the supplier to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.
29. Governing language	29.1	The contract shall be written in English. All correspondence and other documents pertaining to the contract that is exchanged by the parties shall also be written in English.
30. Applicable law	30.1	The contract shall be interpreted in accordance with South African laws, unless otherwise specified in SCC.
31. Notices	31.1	Every written acceptance of a bid shall be posted to the supplier concerned by registered or certified mail and any other notice to him shall be posted by ordinary mail to the address furnished in his bid or to the address notified later by him in writing and such posting shall be deemed to be proper service of such notice
	31.2	The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of posting of such notice.
32. Taxes and duties	32.1	A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the purchaser's country.
	32.2	A local supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to the purchaser.
	32.3	No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid the Department must be in possession of a tax clearance certificate, submitted by the bidder. This certificate must be an original issued by the South African Revenue Services.
33. National Industrial Participation Programme (NIP)	33.1	The NIP Programme administered by the Department of Trade and Industry shall be applicable to all contracts that are subject to the NIP obligation.

**SUPPLIER MAINTENANCE:****Head Office Only**

Captured By: _____
 Date Captured: _____
 Authorised By: _____
 Date Authorised: _____
 Supplier code: _____

Enquiries. : _____
 Tel. No.: _____

I/We hereby request and authorise you to pay any amounts, which may accrue to me/us to the credit of my/our account with the mentioned bank.

I/we understand that the credit transfers hereby authorised will be processed by computer through a system known as "ACB - Electronic Fund Transfer Service", and I/we understand that not additional advice of payment will be provided by my/our bank, but that the details of each payment will be printed on my/our bank statement or any accompanying voucher. (This does not apply where it is not customary for banks to furnish bank statements).

I/we understand that the Department will supply a payment advice in the normal way, and that it will indicate the date on which the funds will be made available on my/our account.

This authority may be cancelled by me/us by giving thirty days notice by prepaid registered post. Please ensure information is validate as per required bank screens .

I/We understand that bank details provided should be exactly as per the records held by the bank.

I/We understand that the Department will not assume responsibility for any delayed payments, as a result of incorrect information supplied.

Company / Personal Details

Registered Name

Trading Name

Tax Number

VAT Number

Title:

Initials:

First Name:

Surname:

Postal and Street Address Detail of the Company / Individual

Postal Address

Street Address

Postal Code

New Detail
☐

New Supplier information

☐

Update Supplier information

Supplier Type:

☐
☐
☐

 Individual
 Company
 CC

☐
☐
☐

 Department
 Trust
 Other (Specify)

☐

Partnership

Department Number

Supplier Account Details	
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This field is compulsory and should be completed by a bank official from the relevant bank

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Other (Please Specify)

[illegible]

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<p>Bank stamp</p> <p>It is hereby confirmed that this details have been verified against the following screens</p> <p>ABSA-CIF screen</p> <p>FNB- Hogans system on the CIS4/CUPR</p> <p>STD Bank-Look-up-screen</p> <p>Nedbank- Banking Platform under the Client Details Tab</p>
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Nedbank- Banking Platform under the Client Details Tab

Contact Details	
Company Name	
Contact Person	
Phone Number	
Email Address	
Website	
Address	
City	
State	
Zip Code	
Country	

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Extension

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[illegible]

Cell Number

Agricultural research council Office where form is submitted from

Rank

Date (dd/mm/yyyy)

NB: All relevant fields must be completed