



REQUEST FOR QUOTATION FORM FOR GOODS AND SERVICES

AGRICULTURAL RESEARCH COUNCIL (ARC)

RFQ No: 012175
Enquiries: Supply Chain Management
Tel: 012 427 9774
E Mail: scmrequests@arc.agric.za
RFQ Closing Date: 22 November 2021 before 11:00am

1. You are kindly requested to submit a written quotation to Agricultural Research Council as per below or attached specification.

Description	Quantity	UOM
5L Sunlight liquid	50	EA
5L Handy andy	50	EA
750ml Domestos	100	EA
5L Jik liquid	50	EA
500g Sunlight green bar	25	EA
Wiping swabs	15	EA
350 Sheets toilet paper rolls	1500	EA
10 Piece sponge scourer	50	PKT
20 Pieces black refuse bags	30	EA
Standard paper towel	150	EA
Air freshener dispenser	8	EA
Seat foam dispensior	6	EA

Hand foam dispenser	6	EA
Paper towel dispenser	3	EA
18L Pedal plastic SHE Bin	1	EA
Toilet paper holders	2	EA
10L Hot water Urn	2	EA
240ml high ball glasses	100	EA
Plastic teaspoons	3	PKT

2. The above specified goods/services should be delivered/rendered to:
Name of Institute: ARC- Central Office
Address : 1134 Park Street
: Hatfield

3. The particulars of the guarantee that will apply to the goods quoted for, with particular regard to the period and extent of the warranty must be clearly stated. Where services are required, service providers must submit documentation pertaining the relevant experience.

4. **Your written quotation should be sent to:**

E Mail: scmrequests@arc.agric.za

5. All price quotations that have a rand value of R30,000-00 to R50 000 000.00 including VAT, will be evaluated by applying the 80/20 principle as prescribed by the Preferential Procurement Policy Framework Act 5 of 2000 and its Regulations. The lowest acceptable price will score 80 points, the 20 BBEE points will be allocated as follows:

B-BBEE Status Level of Contributor	80/20
1	20
2	18
3	14
4	12
5	8
6	6
7	4

8	2
Non-compliant Contributor	0

6. Standard conditions:

- 6.1 The validity of the quotations must be indicated.
- 6.2 Prices quoted should be in South African Rand and inclusive of VAT costs such as delivery, insurance, taxes, etc.
- 6.3 No price adjustments or amendment of the delivery particulars contained in paragraph 2 will be considered by the ARC.
- 6.4 The supplier accepts full responsibility for the proper execution and fulfilment of the goods/services quoted for.
- 6.5 ARC reserves the right to accept or reject any special terms and conditions that may qualify the goods/services to be provided.
- 6.6 Quotes should be submitted on an official letterhead and duly signed
- 6.7 Goods and services should be supplied/rendered upon receipt of a purchase order from the ARC
- 6.8 The General Conditions of Contract issued by National Treasury are applicable.
- 6.9 The ARC supply chain management code of conduct is applicable.
- 6.10 SBD Forms must be signed and returned together with the quotation failure to comply will result to disqualification of your quotation.
- 6.11 Only quotation from suppliers who are requested to quote shall be evaluated and considered.
- 6.12 Your quotation must indicate the delivery date.
- 6.13 The ARC reserve the right to do due diligence on the quotations.
- 6.14 The ARC reserve the right to benchmark prices quoted.
- 6.15 CSD registration summary report

Thank you in anticipation

Supply Chain Management: ARC