

Agricultural Research Council
1134 Park Street
ARCADIA
0083



Request for quotation

Number: RFQ-21/0000114
Date: 2021-12-08
Expiration Date: 2021-12-14 at 11:00am

Telephone: +27 (0) 12 529-9479
Tax Registration: 4140125313

Delivery address:

ARC-Onderstepoort Veterinary Institute (ARC-OVI)
100 Old Soutpan Road (M35)
Private Bag X05
ONDERSTEPSPOORT
0110

REQUEST FOR QUOTATION- STATIONERY ICT

Good day

1. You are kindly requested to submit a written quotation to the Agricultural Research Council as per below or attached terms of reference (TOR).

No	REQ	Description	Quantity	Unit of Measure (UOM)
1.1.	REQ-022129	DSTV Grasdak - ICT	1.00	EA
1.2.	REQ-027050	Targus sport 15.6" rolling backpack 29L black.	1.00	EA
		Kensington laptop locking station 2.0 with microsaver 2.0 keyed laptop lock	1.00	EA
1.3.		Laminating pouches A4 75mic 216x303mm Box of 100	6	BOX
1.4.	REQ-027486	Laminating pouches A3 80mic 303x426mm Box of 100	3	BOX
1.5.	REQ-027520	HP LTO-5 3TB Ultrium RW data cartridge	20	EA
1.6.	REQ-027521	Sequential barcoded labels for LTO5 tape cartridges Colour OVR541L5 - OVR580L5	40	EA

No	REQ	Description	Quantity	Unit of Measure (UOM)
1.7.	REQ-027522	Seagate Barracuda ST12000 12TB SATA 7200RPM 3.5" internal	2	EA
1.8.	REQ-030556	HP HDMI to VGA adapter HP P/N 700571-003	3	EA
1.9.	REQ-038481	ADAP: HP 65W adaptor NPFC S 3P 45MM 710412-001	5	EA
1.10.		CAB: 3 leaf clover cable : CLOVER CABLE	5	EA
1.11.		MOU: HP USB Travel Mouse : G1K28AA	5	EA
1.12.	REQ-040180	ADAP: Dell adapter alternating current 45W liteon 3P	1	EA
1.13.		CAB: 3 leaf clover cable	1	EA

2. Compulsory requirements:

- 2.1. Valid current Tax Clearance Certificate and the pin code issued by the South African Revenue Services (SARS).
- 2.2. Only bidders registered on the Central Supplier Database (CSD) will be considered. Bidders shall include the CSD registration number with the bid proposal.
- 2.3. Only bidders that completed the attached specification will be considered.
- 2.4. Only bidders that submit a valid current certified copy of the BBBEE certificate, original BBBEE certificate or the sworn affidavit, will be considered for scoring on the 20 points as per the 80/20 principle. Bidders are therefore required to submit the certified copy of the BBBEE certificate, original BBBEE certificate or the sworn affidavit.
- 2.5. Completed and signed Standard Bidding Documents (SBD 4,8 & 9) forms included in the bid document.
3. The above specified goods/services should be delivered / rendered to the ARC-Onderstepoort Veterinary Institute at above-mentioned delivery address.
4. The particulars of the guarantee that will apply to the goods quoted for, with the particular regards 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.
5. Your written quotation must be deposited or emailed depending on the instructions given in the email.
6. All price quotations that have a rand value of R 30,000.00 to below R 50,000,000.00, 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 BBBEE points will be allocated as follows:

B-BBEE Status Level of Contributor	Number of points (80/20 system)
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

7. Standard conditions:

- 7.1. The validity of the quotations must be indicated.
- 7.2. Prices quoted should be in South African Rand and inclusive of VAT costs such as delivery, insurance, taxes, etc.
- 7.3. No price adjustments or amendment of the delivery particulars contained in paragraph 2 will be considered by the ARC.
- 7.4. The supplier accepts full responsibility for the proper execution and fulfilment of the goods/services quoted for.
- 7.5. ARC reserves the right to accept or reject any special terms and conditions that may qualify the goods/services to be provided.
- 7.6. Quotes should be submitted on an official letterhead and duly signed.
- 7.7. Goods and services should be supplied / rendered upon receipt of a purchase order from the ARC.
- 7.8. The General Conditions of Contract issued by National Treasury are applicable.
- 7.9. The ARC supply chain management code of conduct is applicable.
- 7.10. Standard Bidding Documents (SBD 4,8 & 9) forms must be signed and returned together with the quotation if the price is above R 10,000.00. Failure to comply will result to disqualification of your quotation.
- 7.11. Only the quotation from suppliers who are requested to quote shall be evaluated and considered.
- 7.12. Your quotation must indicate the delivery date.
- 7.13. The ARC reserve the right to do due diligence on the quotations.
- 7.14. The ARC reserves the right to benchmark prices quoted.

Thank you in anticipation.

Mr. Itumeleng Makhubela

Tel: +27 (0) 12 529-9332

Email: OVI-SCM@arc.agric.za

Supply Chain Management: ARC

Date: 2021-12-15