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Excellence in Research and Development

Request for Quotation

RFQ NUMBER:	API01REQ006547
CLOSING DATE:	Date: 29 April 2026 Time: 11:00
DESCRIPTION	Pest Control Service for 36 Months
ADDRESS	API - Animal Nutrition and Products ARC-AP Old Olifant Road PRETORIA
ENQUIRY	Name: Tumelo Moalosi Supply Chain Management Email: MoalosiT@arc.agric.za
COMPULSORY SITE BRIEFING	Site Briefing is a requirement Date : 22nd of April 2026 @10h00 Venue: ARC-AP, Old Olifantsfontein Road, Irene (FN Bonsma Auditorium)
Special Condition	

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

Description	Quantity
Installation of rodent bait traps	250
Installation of insect light traps	10
Installation of fly traps	206
Installation of 3mX 600mmX 600mm steel square bar	206
Rodent bait treatment	36
Fly trap treatment	36
Residual wall spraying	36
Indoor fogging (18 150m2)	12
Quarterly indoor ants, roaches & flyers treatment	12
Flea treatment	15
APPENDIX ATTACHED FOR FURTHER DETAILS, SPECIFICATIONS & ALL MANDATORY REQUIREMENTS	

2. **Essential Administrative Requirements:**

2.1. Only bidders registered on the Central Supplier Database (CSD) will be considered. Bidders shall include full CSD report with the bid proposal.

2.2. Only bidders that claim specific goals will be considered for scoring on the 20 points as per the 80/20 principle.

2.3. Completed and signed Standard Bidding Documents (SBD) forms included in the bid document.

2.4. Valid copies of Tax pin Certificate and BBBEE to be submitted.

2.5. Submission should be sent to MoalosiT@arc.agric.za

3. The above specified goods/services should be delivered / rendered to the ARC- 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 emailed** depending on the instructions given in the email or advert.

6. All price quotations that have a rand value of R 2,000.00 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 2022 and its Regulations.

7. The lowest acceptable price will score 80 points, Specific goals for the tender and points claimed are indicate per the table below:

Specific Goals	Percentage Ownership (1%)	Points (20)	Ponts (10)
Ownership by HDIs	51%+	6	3
Ownership by Women	51%+	4	2
Ownership by Youth	51%+	4	2
Ownership by PwD	51%+	2	1
BEE Status	Level 1 - 4	2	1
RDP Goals	Any Goal/s	2	1
TOTAL POINTS		**20**	**10**

8. Standard conditions:

8.1 The validity of the quotations must be indicated.

8.2 Prices quoted should be in South African Rand and inclusive of VAT costs such as delivery, insurance, taxes, etc.

8.3 No price adjustments or amendment of the delivery particulars contained in paragraph 8.2 will be considered by the ARC.

8.4 The supplier accepts full responsibility for the proper execution and fulfilment of the goods/services quoted for.

8.5 ARC reserves the right to accept or reject any special terms and conditions that may qualify the goods/services to be provided.

8.6 Quotes should be submitted on an official letterhead and duly signed.

8.7 Goods and services should be supplied / rendered upon receipt of a purchase order from the ARC.

8.8 The General Conditions of Contract issued by National Treasury are applicable.

8.9 The ARC supply chain management code of conduct is applicable.

8.10 Standard Bidding Documents (SBD) forms must be signed and returned together with the quotation. Failure to comply may result to disqualification of your quotation.

8.11 Your quotation must indicate the delivery date.

8.12 The ARC reserve the right to do due diligence on the quotations.

8.13 The ARC reserves the right to benchmark prices quoted.

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

the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

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 90/10 preference point system.

b) The applicable preference point system for this tender is the 80/20 preference point system.

c) Either the 90/10 or 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:

Price; and

Specific Goals.

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

The maximum points for this tender are allocated as follows:

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = Price of highest acceptable tender

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

1.1 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.

1.2 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 OR 90/10 PREFERENCE POINT SYSTEMS**

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

80/20 **or** **90/10**

$$Ps = 80\left(1 - \frac{Pt - P\,min}{P\,min}\right) \quad \text{or} \quad Ps = 90\left(1 - \frac{Pt - P\,min}{P\,min}\right)$$

Where

Ps	=	Points scored for price of tender under consideration
Pt	=	Price of tender under consideration
Pmin	=	Price of lowest acceptable tender

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

3.1.1. **POINTS AWARDED FOR PRICE**

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

80/20 **or** **90/10**

$$Ps = 80\left(1 + \frac{Pt - P\,max}{P\,max}\right) \text{ or } \quad Ps = 90\left(1 + \frac{Pt - P\,max}{Pmax}\right)$$

3. POINTS AWARDED FOR SPECIFIC GOALS

3.1. 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:

3.2. 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.*)**

Specific goals	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)
Percentage (%) Ownership by HDI's		**Points (6)**		
51% and above		**6**		
Below 51%				
Percentage (%) Ownership by Women		**Points (4)**		
51% and above		**4**		
Below 51%				
Percentage (%) Ownership by Youth		**Points (4)**		
51% and above		**4**		
Below 51%				
Percentage (%) Ownership by PwD		**Points (2)**		
51% and above		**2**		
Below 51%				
RDP Goals		**Points (2)**		
Any RDP Goal/s		**2**		
BEE Status		**Points (2)**		
Level 1-4		**2**		

DECLARATION WITH REGARD TO COMPANY/FIRM

3.1. Name of company/firm……

3.2. Company registration number: ……...

3.3. 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]

3.4. 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: _____

_____

_____

_____

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 interest 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.

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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.

Full Name	Identity Number	Name of State institution

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

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by

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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.

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

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APPENDIX

AGRICULTURAL RESEARCH COUNCIL (NRE: AP)

TECHNICAL SPECIFICATION FOR PEST CONTROL SERVICES FOR 36 MONTHS

The ARC requires 36 months **Pest Control Services** for one campus **ARC: AP, Old Olifantsfontein Road, Irene, Pretoria**. These services are fundamental to ensuring bio-security controls, health, food and animal safety standards & ensuring veterinary public health compliance.

The Agricultural Research Council is hereby requesting a service provider to submit written proposal and quotation to Agricultural Research Council: AP for services listed below & further provide written proof of accreditation as per following specification: (Failure to submit proof will result in disqualification)

1. Technical requirements

1.1 Proof of registration with Dept of Agriculture as a Pest Control Operator (with a p-number),

1.2 Proof of registration with SA Pest Control Association, CROPLIFE SA or similar accredited pest control bodies,

1.3 The service provider must be the original pest control licence holder with a p-number (no third-party licences will be accepted)

1.4 The service provider must adhere to the applicable municipal by-laws, relevant agricultural, meat & food safety legislations including safety standards in pest control activities which includes & not limited to SANS 10206, 10156, 10049 and SANS 10133 regarding pesticides handling & toxic & nontoxic pesticides application within food processing establishment

1.5 The service provider must be HACCP & food safety accredited

1.6 The service provider must utilize chemicals that are registered under Act 36/1947 (Fertilizers, farm feeds, agricultural remedies & stock remedies) (L-number),

1.7 Ensure emergency call out availability

1.8 Have a minimum of 3-5 years experience in pest control services.

1.9 Utilize SANS approved pesticides,

1.10 Confirm availability of the necessary capacity & resources for pest control services,

2. Compulsory requirements (Failure to submit will result in disqualification)

2.1 Completed and signed Standard Bidding Documents (SBD) forms included in the bid document

2.2 Include with the proposal a company profile with a list of previous experience

2.3 Include at least two (2) reference letters from clients for similar pest control services

2.4 Furnish the valid Letter of Good Standing issued by Department of Employment and Labour in terms of COIDA

2.5 Submit with the proposal a detailed pest control project plan.

2.6 Provide bait station map/ layout (indicating treatment type, location, purpose) & service log inside bait station,

2.7 Ensure that all bait stations are firmly secured to the building/ structure & all MSDS are made available for record keeping,

2.8 Attend a compulsory briefing session.

3. Deliverables

3.1. Installation & monthly treatment of rodent bait stations for rats & mice

3.2. Installation & monthly maintenance of outdoor fly traps

3.3. Quarterly indoor fogging

3.4. Quarterly indoor treatment of ants, cockroaches & flyers,

3.5. Outdoor snake repellent (**on request**)

3.6. Bees & wasp treatment (**on request**)

3.7. Monthly flea control (**on request**)

3.8. Once-off installation of steel fly-trap poles

3.9. Provide bait station map/ layout (indicating treatment type, location, purpose) & service log

3.10. Attend client-stakeholder quarterly meetings, prepare & submit project, trend analysis & structural proofing reports

Specification for Pest Control Services for a period of 36 months		
Description	**Quantity**	**Area (m^2)**
Schedule 1: **Rodent treatment**	**36 X treatments**	
3.1 Installation & repeated monthly treatment of rodent bait stations for rats & mice	**250 bait traps X 36 treatments**	
Schedule 2 **Outdoor fly treatment**		
2.1 Installation of insect light traps 2.2 Installation & monthly fly traps treatment 2.3 Monthly residual wall spraying **X4 areas** (Abattoir, Dairy Factory, Dairy Production & Small Stock)	**10** **206 fly traps X 36 treatments** **4 areas X 36 treatments**	

Schedule 3: **Indoor fogging (bacterial/ indoor space pathogen control)**		
Quarterly treatment: fogging concentrate with smoke formulation X16 buildings	**12 X treatments** (1X treatment/ quarter)	18 150m^2
Schedule 4: **Quarterly indoor treatment of ants, cockroaches & flyers**	**12X treatments** (1X treatment/ quarter)	
Nutrition building		1 106
Meat science		4 517
Guard houses		129
Control room		60
Dairy production		512
Aquaculture		289m^2 X 2
Main Building		2378
Small Stock		795
Poultry		121
Bull testing		178
Animal Genetics		1 477
Germplasm		546
Dairy Science including Factory		3 409
Technical Services		965
Farm Section		765
Biotech Building		614
Schedule 5:(ad hoc services/on request)		**Rate per treatment**
Outdoor snake repellent		
Bees & wasp treatment		
Monthly flea control (Jan-May season) **Small stock**		
Once-off installation of steel fly-trap poles 1.5m above ground X 600mm below surface (with concrete foundation)	206	