



AGRICULTURAL RESEARCH COUNCIL

SPECIFICATION FOR CO0022507RFQ00000003

Appointment of a Panel of Service Providers: To render labor and physical security guarding services, specializing in the removal of illegal structures for a period of twelve (12) months

Compulsory Briefing Session at 1134 Park Street Hatfield Pretoria

Date: 23 July 2025

Time: 11:00

Bidder's Name:.....

CSD number:

Total Price:

PANEL OF SERVICE PROVIDERS: SPECIALIZING IN GUARDING AND REMOVAL OF ILLEGAL STRUCTURES FOR A PERIOD OF TWELVE (12) MONTHS

1. BACKGROUND

The Agricultural Research Council (ARC) is a Research Science and Technology institution of excellence in South Africa. The ARC has a mandate for innovative and creative agricultural research, technology development and transfer aimed at the advancement of South African agriculture. Its operations are overseen by the ARC Council which is appointed by and accountable to the Minister for Agriculture.

The Agricultural Research Council (ARC) invites suitably qualified and experienced service providers to submit bids for Labour Services specializing in the removal of land invaders and illegal structures on an ad hoc basis for a period of twelve (12) months.

The objective of is to appoint a **panel of service providers** to perform services specializing in the guarding, removal of land invaders and illegal structures. The objective is also to safeguard ARC properties, perform risk assessments and ensure they remain free from unauthorized occupation and illegal activities. The services will be rate based and pay as you use for the duration of the contract.

2. PURPOSE

To appoint a panel of service providers specializing in the removal of land invaders and illegal structures at Agricultural Research Council (ARC) for the period of 12 months.

3. SCOPE OF WORK/ DELIVERABLES

The service provider is expected to adequately address all items below:

3.1 Labour and Demolition Services

- Dismantle and remove all illegal structures as per court interdicts and eviction notices.
- Provide a team of labourers to execute removal tasks efficiently and safely.
- Provide waste-handling personnel for debris sorting and loading.

3.2 Equipment and Machinery

- Supply appropriate demolition tools (claw hammers, cutters, crowbars, etc.).
- Provide necessary demolition equipment (e.g., TLBs, front-end loaders, tipper trucks, graders, bulldozers, excavators).
- Supply and operate vehicles for the transportation of debris and equipment.
- Rapid Intervention Vehicle (RIV) – a small, agile fire response unit used by security personnel for fast deployment to fire outbreaks or related incidents.

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3.3 Security Support Services

- Deploy Grade B and C PSIRA-certified security officers, including tactical response teams, to maintain law and order during operations.
- Provide armed escorts where necessary.
- Ensure crowd control and perimeter protection during and post-eviction operations.
- Conduct risk assessments and provide reports as required.

3.4 Debris Disposal

- Transport debris to approved dumpsites or ARC premises as per court instruction.
- Ensure compliance with municipal and national waste regulations.

3.5 On-Site Logistics

- Provide portable toilets.
- Provide potable water for personnel.
- Provide temporary solar lighting.
- Supply long-range communication radios for coordination.

3.6 Planning and reporting

- Conduct risk assessment prior to eviction.
- Document the eviction process (photos, video footage).
- Provide a feedback report post eviction.

See Pricing Schedule for quoting purpose.

All prospective service providers must submit detailed pricing.

4. TERMS OF REFERENCES

4.1 Pre-compliance and Administrative Documents

- a) A valid Tax PIN number from SARS.
- b) Standard Bidding Documents (SBD forms)
- c) Central Supplier Database report (CSD report) showing a tax compliant status for the duration of the bidding process.

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4.2 Contractors shall provide to the ARC (accompanying the bid document on the closing date/time) with the following compulsory information as listed in the below format:

- a) CIPC Documents that detail the names, identity numbers and street addresses of all partners, shareholders of their companies and/or members of their partnerships, companies or close corporations respectively and as applicable.
- b) Valid section 13 A Compliance letter or Employer status confirmation from the Security Provident Fund (month to month validation or compliance letter) issued by the Private Security Industry Provident Fund. The certificate should be valid at the time of closure of the tender.
- c) A list on a company letterhead containing information on the physical address of their regional offices and headquarters. Please tick the below as per the regional office location:

Site Name	Address	Regional or Head Office Yes/No ✓ x
Umthiza East London	Corner of R346 and M5 Amalinda Roads, Fort Fre, East London	
ARC-ANIMAL HEALTH (ARC-OVR)	Soutpan Rd, Onderstepoort, 0110	
ARC-ANIMAL PRODUCTION (ARC-AP)	Old Olifantsfontein Road, Irene	
ARC-DECIDUOUS FRUIT, VINES AND WINE (ARC- Infruitec/Nietvoorbij)	ARC Infruitec: Helshoogte Road, Stellenbosch ARC Nietvoorbij: Corner of Helshoogte Road and the R44, Stellenbosch	
ARC-GRAIN CROPS (ARC-GC)	114 Chris Hani Drive Agricultural Research Centre Potchefstroom, Hendrik Schoeman	
ARC-INDUSTRIAL CROPS (ARC-IC)	Waterkloof Road, Kroondal, Rustenburg	
ARC-NATURAL RESOURCES AND ENGINEERING (ARC- NRE) Agricultural Engineering (ARC-AE)	141 Cresswell Road, Weavindpark	
ARC-NATURAL RESOURCES AND ENGINEERING (ARC- NRE) Soil, Climate and Water (ARC-SCW)	600 Belvedere Street, Arcadia, Pretoria	

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ARC-PLANT HEALTH AND PROTECTION (ARC-PHP)	KwaMhlanga/Moloto Road R573, Pretoria	
ARC-VEGETABLE AND ORNAMENTAL PLANTS (ARC-VOP)	KwaMhlanga/Moloto Road R573, Pretoria	
ARC-TROPICAL AND SUBTROPICAL CROPS (ARC-TSC)	Corner of Bosch Street and Ka Nyamazane Rd R2296, Mbombela	
ARC-SMALL GRAINS (ARC-SG)	11km on the Lindley Road R76, Bethlehem	
CENTRAL OFFICE	1134 Park Street, Hatfield	
Levubu Research Farm	Main Street next to the Levubu Rugby Club and Levubu Post Office	

- d) Valid letter of good standing with Compensation Fund.
- e) Valid UIF certificate of compliance.
- f) Valid registration and letter of good standing with the National Bargaining Council for Private Security Sector.
- g) Certified copy of a valid PSIRA Company Registration.
- h) Certified copy of a valid PSIRA of Directors.
- i) Valid and certified (letter must be valid on or before the closing date of bid) letter of good standing of the service provider from Private Security Industry Regulatory Authority (PSIRA).
- j) The Service Provider must submit the existing cover for PUBLIC LIABILITY insurance policy from any registered insurance company or submit documentary proof/letter of intent/quotation from registered insurers. The Public Liability cover must be for a minimum value of R 10 000 000.00 for the duration of the contract.
- k) All pricing should be in line with PSIRA Sectorial Determination. Service providers are required to make provision for the statutory increases in the pricing structure for the duration of the contract. Note an itemised quote must be submitted that sets out each cost item.
- l) Blacklisted service provider/s who are on the National Treasury website will be disqualified
- m) Waste Disposal Permit and Licensing Requirements:
 - Valid permits for handling and disposing of hazardous waste, if applicable.
 - Compliance with local waste management by-laws of the applicable Municipality must be adhered to at all times.

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- n) Three reference letters of successfully completed projects related to evictions, land invasion, guarding of invaded sites and demolition/removal services. Reference Letters must have the following information:
- a) the value,
 - b) type of service rendered and
 - c) the duration/period of the contracts.
 - d) All reference letters should be for projects that have been completed. i.e. contracts that have been successfully completed.

Note: Failure to submit the above-mentioned required information together with the bid document on the closing date will result in the contractor's bid to be rejected.

5. INSPECTION OF SITE AND EQUIPMENT

The ARC reserves the right to inspect the service providers control room.

6. COMPULSORY BRIEFING

All invited suppliers are kindly requested to attend a compulsory briefing session on **Wednesday, 23 July 2025 at 11h00**.

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PRICING SCHEDULE

Service description	Quantity	Unit Price	Vat	Total Price
• Cost per armed Security Supervisor (Grade B)	Per 12 hour			
• Cost per armed Security Officer (Grade C)	Per 12 hour			
• Cost per patrol vehicle (LDV)	Per 12 hour			
• Cost per Armoured vehicle	Per 12 hour			
• Cost per Labourer	Per hour			
• Cost per Labour Supervisor	Per hour			
Equipment for demolition and removal of illegal structures (to include cost of fuel)				
• Cost per 8 Ton Truck	Per hour			
• Cost per Front-end loader	Per hour			
• Cost per TLB	Per hour			
• Cost per Tipper Truck (min 10 ton)	Per hour			
• Cost per Excavator	Per hour			
• Rapid Intervention Vehicle (RIV)	Per hour			
• Cost per Bulldozer	Per hour			

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• Cost of low bed	Per Km as per SARS rate			
• Cost per Dresser (grader)	Per hour			
• Cost per Cutters	Per hour			
• Cost per Claw hammers	Per hour			
• Cost per Crowbars	Per hour			
• Cost per Debris Removal to dump site	Per km			
• Cost per Debris Removal to ARC site	Per km			
Planning and reporting				
• Prior Risk assessment	Per report			
• Provide a feedback report post eviction Document the eviction process (photos, video footage)	1			
On-Site Logistics				
• Cost per Ventilated Portable toilet	1			
• Cost per 7000 lumens portable solar fluid light	1			
• Cost per Communication equipment (long range radio)	1			

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<ul style="list-style-type: none">• Cost per 20 LWater sealed containers with tap/dispensing mechanism	1			
Total VAT excluded				
Total Vat included				
Grand Total				

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