



Excellence in Research and Development

REQUEST FOR QUOTATION FORM FOR GOODS AND SERVICES

AGRICULTURAL RESEARCH COUNCIL(ARC)

RFQ No: RFQ-054432
Enquiries: Benjamin Motuba
Contact: 012 427 9999
RFQ Closing Date: **30 May 2022** before **12:00**

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

Description	Quantity	UOM
Supply and Delivery of Domestos (5Litre)	3.00	EA
Supply and Delivery of Liquid hand wash (5Litres)	2.00	EA
Supply and Delivery of Toilet paper (48 rolls)	6.00	EA
Supply and Delivery of Sanitizer (20L)	2.00	EA
Supply and Delivery of Cleaning Broomers	4.00	EA
Supply and Delivery of Leaf rakes	10.00	EA
Supply and Delivery of Further dust	4.00	EA
Supply and Delivery of Pine Gel (5 litres)	3.00	EA
Supply and Delivery of Cleaning liquid soap (5 Litres)	4.00	EA
Supply and Delivery of Toilet brushes	8.00	EA

2. The above specified goods/services should be delivered/rendered to:
 Name of Institute : ARC- Institute of Industrial Crops
 Address : ARC- Institute Of Industrial crops
 Address : Institute of Industrial Crops (ARC-IIC)
 1st Ockert street,
 Groblersdal,
 Loskop Private Bag X1367
 Loskop Experimental Farm
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 must be emailed to: **Motubabp@arc.agric.za**
5. All price quotations that have a rand value of R30,000-00 to R1 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	16
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 if your price is above R10 000.00, 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 When submitting your quotation please attach the following documents
- Quotation (RFQ number should reflect).
 - CSD Report (Date of the quotation).
 - SBD 4 – Declaration Of Interest.
 - SBD 6- Preference Points Claim Form In Terms Of The Preferential Procurement Regulation 2017.
 - SBD 8 – Declaration of Bidders Past Supply Chain Management Practices.
 - SBD 9 – Certificate of Independent Bid Determination.

Thank you in anticipation

Supply Chain Management:ARC

Date: 24/05/2022