



Excellence in Research and Development

AGRICULTURAL RESEARCH COUNCIL

REQUEST FOR QUOTATION

Date: 2024-02-15
 Enquiries SCM: Ngoako Waleng
 Tel: 012 672 9114
 Email: WalengN@arc.agric.za
 RFQ closing date: 2024-02-20

Time: 09:00: AM

1. You are kindly requested to submit a written quotations to Agricultural Research Council as per below or attached specifications/ terms of reference (TORs).

RFQ No.	Item Description	Specifications	Quantity	Unit of Measure
REQ-087818	Catering Services	<p>1. Catering Services at Witpoort Farm (Matlosana) NW for 50 people.</p> <p>Date: 23 February 2024</p> <p><u>Lunch:</u></p> <p>Bottled water & refreshments for 50 people on 23/02/2024 @ 12:30</p> <p>Two starch, beef and chicken, two vegetables, refreshments and bottled water for each</p> <p>Cutlery and crockery should be supplied and food should already be prepared, just for SERVING (NO COOKING FACILITIES AVAILABLE AT THE VENUE)</p>	50	Each

AGRICULTURAL RESEARCH COUNCIL REQUEST FOR QUOTATION

2. The above specified goods/services should be delivered/rendered to address mentioned below:

**Witpoort Farm
Matlosana
Northwest**

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. **You're written quotation must be emailed to WalengN@arc.agric.za.**
5. **Evaluation criteria**

5.1 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.

5.2 The lowest acceptable price will score 80 points, the 20 specific goals points will be allocated as follows:

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Percentage (%) Ownership by HDIs	Points (8)	
91-100%	8	
81-90	7	
71-80	6	
61-70	5	
51-60	4	
41-50	3	
21-40	2	

REQUEST FOR QUOTATION

1-20	1	
0%	0	
Percentage (%) ownership by Women	Points (4)	
81-100	4	
51-80	3	
31-50	2	
1-30	1	
0%	0	
Percentage (%) Ownership (by Youth	Points (4)	
81-100	4	
51-80	3	
31-50	2	
1-30	1	
0%	0	
Percentage Ownership by PwD	Points (2)	
51-100%	2	
1-50	1	
0%	0	
RDP Goals	Points (2)	
Implementation of RDP goals (The promotion of Enterprises located in Northwest Province)	2	



AGRICULTURAL RESEARCH COUNCIL

REQUEST FOR QUOTATION

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 Your quotation must indicate the delivery date and CSD supplier number.
- 6.12 The ARC reserve the right to do due diligence on the quotations.
- 6.13 The ARC reserve the right to benchmark prices quoted.

Thank you in anticipation

Supply Chain Management: ARC