



Excellence in Research and Development

REQUEST FOR QUOTATION FORM FOR GOODS AND SERVICES

AGRICULTURAL RESEARCH COUNCIL (ARC)

RFQ No: RFQ - 056549
Enquiries: Pearl
Tel: 012 808 8000
E Mail: ramabodup@arc.agric.za
RFQ Closing Date: 21/07/2022 before 12:00pm

1. You are kindly requested to submit a written quotation to Agricultural Research Council as per below or attached specification.

Description	Quantity	UOM
Vehicle insurance Comprehensive motor vehicle insurance for a fleet of 2 cars (2 x Nissan Navara double cab, 2.5 DDTi SE, 2022 model, white colour), FOR THREE YEARS	2	ea
Insurance for two trailers 1 x Single axle trailer 1 x Double axle trailer FOR THREE YEARS	2	ea

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

Name of Institute : VEGETABLE AND ORNAMENTAL PLANT INSTITUTE
Address : KWAMHLANGA ROAD R573
: ROODEPLAAT NORTH
: Naom – 012 808 8000
:

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.

When submitting your quotation, please complete & sign the attached SBD Forms and date them with the date of the quotation.

For Quotations between R 2 000 – R 30 000

Please scan everything together as follows...

- Quotation (RFQ number should reflect)
- SBD 4 – Declaration Of Interest

For Quotations more than R 30 000

Please scan everything together as follows...

- Quotation (RFQ number should reflect)
- SBD 4 – Declaration Of Interest
- SARS
- CIDB Certificate (If applicable to the RFQ)

4. Your written quotation should be sent to:
Pearl

E Mail: ramabodup@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 120 days.
- 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 SBD4 Form must be signed with the date of the quotation and returned together with the quotation if your price is above R 2 000.00, failure to comply will result to disqualification of your quotation.
- 6.11 Your quotation must indicate the delivery date.
- 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.