Date: 2024-02-13

RFQ No: RFQ-TSC-087733

Technical Related Enquiries: Cynthia Mathebula

Tel: 013 753 7151

Email:MathebulaC@arc.agric.za

SCM Related Enquiries: Sibusiso Mazibuko

Tel: 013 753 7046

Email: MazibukoS@arc.agric.za

RFQ closing date: 2024-02-19

Time: 11:00: AM

**Compulsory briefing Session:**

Date: N/A

Time: N/A

Venue: **N/A**

**Address details**

**Delivery address**

**Name of institute: Institute for Tropical and**

**Subtropical Crops**

**ARC-ITSC**

**Corner of Bosch Street and**

**Kanyamazane Rd R2296**

**Mbombela**

|  |  |  |  |
| --- | --- | --- | --- |
| **No** | **Description** | **Quantity** | **Unity** |
| **1.** | Treeline Black A4 Mottled Lever Arch File | **10** | **Ea.** |
| **2.** | 4-Tier Metal Desk Organizer with Sliding Document Tray | **1** | **Ea.** |
| **3.** | Pentel Energel Rollerball Pen Metal Tip 0.7mm Black | **2** | **Ea.** |
| **4.** | DELI Magnetic White Board Eraser -148x62x40mm | **1** | **Ea.** |
| **5.** | Fellowes Microban Mouse Pad | **1** | **Ea.** |
| **6.** | Black Artline 725 superfine point permanent markers | **5** | **Ea.** |
| **7.** | Paint marker pen | **2** | **Ea.** |

Terms:

1. You are kindly requested to submit a written quotation to Agricultural

Research Council as per below or attached terms of reference (TOR􀍛s).

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

**Delivery address**

**Name of institute: Institute for Tropical and**

**Subtropical Crops**

**ARC-ITSC**

**Corner of Bosch Street and**

**Kanyamazane Rd R2296**

**Mbombela**

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 email to [MazibukoS@arc.agric.za](mailto:MazibukoS@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 specific goals points will be allocated as follows:

|  |  |  |  |
| --- | --- | --- | --- |
| |  | | --- | | **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 |

|  |  |  |
| --- | --- | --- |
| |  | | --- | | 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)** |
| |  | | --- | | Any RDP goal/s | | The promotion of South African owned enterprise |

PO Box 8783, PRETORIA, 0001

Tel: +27 (0)12-457-2000, Fax: VAT No: 4140125313

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 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

Thank you in anticipation

Supply Chain Management: ARC