

Agricultural Research Council-NRE

141 Cresswell Rd

Weavind Park

Pretoria,

0184



Request for Quotation: AEI01REQ000470

Closing Date: 21 November 2025 at 11h00

VAT Registration: 4140125313

Delivery address: Agricultural Research Council-NRE , 141 Cresswell Rd , Weavind Park Pretoria, 0184

COMPULSORY SITE BRIEFING

Agricultural Research Council-NRE, 141

Cresswell Rd , Weavind Park

Pretoria, 0184

Date&Time: 14 November 2025 at 10:00 AM

Request For Quotation for the Renovation of Guardhouse at ARC -NRE (Silverton)

Good day,

1. You are kindly requested to submit a written quotation for the Renovation of Guardhouse at ARC -NRE (Silverton) as per the specifications to be discussed at a compulsory site briefing.

Quotations with supporting documentation must be submitted via email to KubhekaL@arc.agric.za

1.1 SPECIFICATIONS IN DETAIL - Attached

The Renovation of Ablution Facilities at ARC -NRE (Silverton)

Compulsory Site Briefings

Attendance at the site briefings is **mandatory** for all prospective bidders.

Site Briefing:

**Location: Agricultural Research Council-NRE, 141 Cresswell Rd , Weavind Park
Pretoria, 0184**

Date & Time: 14 November 2025 at 10:00 AM

Note: Latecomers will not be permitted

2. Request for Quotation Evaluation stages:

The RFQ evaluation process consists of several stages that are applicable according to the merits of the request for quotation, as defined below:

Stage 1: Specification

Stage 2: Evaluation Criteria: National Treasury Procurement Regulations

Stage 3: Agricultural Research Council Preference Points System – **See Annexure A
(Must be Completed)**

RDP Goal - Promotion of South African-Owned Enterprises

2.1 Compulsory Supply Chain Management Documents:

(NOTE: Failure to provide the below-listed documents may lead to disqualification)





Description	Comply	Do Not Comply
1. Submission of original valid Tax pin or a Tax Compliance Status letter issued by the South African Revenue Services		
2. Completed and signed Standard Bidding Documents (SBD) forms included in the bid document. (SBD 4)		
3. Only bidders registered on the Central Supplier Database (CSD) will be considered. Bidders shall include the CSD registration number with the bid proposal.		
4. BBBEE Certificate or Sworn Affidavit		

2.2 Special Conditions (Non-compliance with the below special conditions will result in disqualification)

Description	Comply	Do Not Comply
<p>1. DELIVERABLES AND TIMELINES</p> <ul style="list-style-type: none"> The contractor shall complete all works within 6 weeks from the date of site handover. A detailed work schedule/programme must be submitted prior to commencement, outlining key milestones and completion dates. Weekly or ad hoc progress meetings will be held to review performance and address any challenges. 		
<p>2. MATERIALS, WORKMANSHIP, AND WARRANTY</p> <ul style="list-style-type: none"> All materials used must be SABS-approved or equivalent and suitable for high-traffic ablution facilities. All work must comply with applicable building, plumbing, and sanitation standards. Defective materials or poor workmanship identified during or after completion shall be rectified at the contractor's cost. All installations must be tested and verified for proper operation before handover. <p>Warranty and Defects Liability</p> <ul style="list-style-type: none"> The contractor shall provide a minimum twelve (12) month warranty on all workmanship and materials supplied and installed as part of the renovation. Any defects, failures, or poor-quality finishes identified during this period shall be rectified by the contractor at no additional cost to the client. The warranty period will commence from the date of final handover and acceptance of the works. 		

<p>1. HEALTH, SAFETY, AND ENVIRONMENTAL COMPLIANCE</p> <ul style="list-style-type: none"> • The contractor must comply with the Occupational Health and Safety Act (Act 85 of 1993) and related regulations. • A Site-Specific Safety Plan must be submitted and approved before work begins. • All waste and debris must be removed and disposed of responsibly at approved waste disposal sites. • Work areas must remain clean, safe, and properly barricaded throughout the duration of the project. 		
<p>1. SITE MANAGEMENT AND SUPERVISION</p> <ul style="list-style-type: none"> • A competent site supervisor must be always present on-site during working hours. • The site must be secured and access-controlled to prevent unauthorized entry. • The contractor shall ensure the protection of all existing infrastructure, fittings, and utilities not affected by the renovation. • Any damage to surrounding structures or utilities shall be repaired at the contractor's expense. 		
<p>1. INSPECTION AND HANDOVER</p> <ul style="list-style-type: none"> • Upon completion, a joint inspection will be conducted with the client's representative. • Any identified defects or snags must be rectified prior to final handover. • The contractor must provide a completion report, including before-and-after photographs and a list of installed fixtures and fittings. • Final acceptance will only occur after satisfactory completion and inspection of all works. 		

2.3 Compulsory requirements (NOTE: Failure to provide the below-listed documents will lead to disqualification)

Description	Comply	Do Not Comply
1. Compulsory Site Briefing		
<p>2. Professional and Technical Competence</p> <ul style="list-style-type: none"> - The technical lead must possess a recognised qualification in building construction, civil engineering, or architecture, and be registered with at least one of the following professional bodies: - SACAP (South African Council for the Architectural Profession), or - ECSA (Engineering Council of South Africa), or - NHBRC (National Home Builders Registration Council). <p> Proof of registration or membership certificates must be attached to the bid submission.</p>		
<p>3. Relevant Experience</p> <p>The Service Provider must demonstrate completion of at least two (2) similar renovation or construction projects.</p> <p> Attach two reference letters or completion certificates as evidence.</p>		
4. Proof of COIDA registration (valid Letter of Good Standing).		
<p>5. CIDB Registration</p> <p>The Service Provider must have a valid CIDB grading of 1GB or higher.</p> <p> Attach proof of active CIDB registration.</p>		
<p>6. Warranty and Defects Liability</p> <p>The contractor shall provide a minimum twelve (12) month warranty on all workmanship and materials supplied and installed as part of the renovation.</p> <p> A Warranty and Workmanship Guarantee Letter (on the company's official letterhead) must be submitted with the bidding documents.</p>		

3. All price quotations that have a rand value of R 2000.00 to below R 50,000,000.00, including VAT, will be evaluated by applying the 80/20 principle as prescribed by the

4 Administrative Requirements:

4.1 Valid Tax Pin issued by the South African Revenue Services (SARS).

4.2 Only bidders registered on the Central Supplier Database (CSD) will be considered. Bidders shall include the CSD registration number with the bid proposal.

4.3 Completed and signed Standard Bidding Documents (SBD) forms included in the bid document.

4.4 The above-specified goods/services should be delivered/rendered to the at above-mentioned delivery address.

4.5 The particulars of the guarantee that will apply to the goods quoted for, with regards to the period and extent of the warranty must be clearly stated. Where services are required, service providers must submit documentation pertaining to the relevant experience.

4.6 Your written quotation must be emailed to KubhekaL@arc.agric.za

4.7 Standard conditions:

4.8 The validity of the quotations must be 60 days.

4.9 Prices quoted should be in South African Rand and inclusive of VAT costs such as delivery, insurance, taxes, etc.

4.10 The ARC will consider No price adjustments or amendments of the delivery particulars contained in paragraph 2.

4.11 The supplier accepts full responsibility for the proper execution and fulfillment of the goods/services quoted.

4.12 ARC reserves the right to accept or reject any special terms and conditions that may qualify the goods/services to be provided.

- 4.13 Quotes should be submitted on official letterhead and duly signed.
- 4.14 Goods and services should be supplied/rendered upon receipt of a purchase order from the ARC.
- 4.15 The General Conditions of Contract issued by the National Treasury are applicable.
- 4.16 The ARC supply chain management code of conduct is applicable.
- 4.17 Standard Bidding Documents (SBD) forms must be signed and returned together with the quotation. Failure to comply will result in the disqualification of your quotation.
- 4.18 Your quotation must indicate the delivery date.
- 4.19 The ARC reserves the right to do due diligence on the quotations.
- 4.20 The ARC reserves the right to benchmark prices quoted.
- 4.21 Late and incomplete submissions will invalidate the quotation submitted.
- 4.22 Quotations must be market-related, if there is material evidence that the bidder has under-quoted, they will be disqualified.

Thank you in anticipation.

Ms. Lungile Kubheka

Tel: +27 (0)12 842- 4078

Email: KubhekaL@arc.agric.za

Supply Chain Management: ARC