



**REQUEST FOR QUOTATION FORM FOR GOODS  
AND SERVICES**

**AGRICULTURAL RESEARCH COUNCIL (ARC)**

**RFQ-083041**

**Enquiries: Supply Chain Management**

**Tel: 012 672 9114**

**E Mail: [motubabp@arc.agric.za](mailto:motubabp@arc.agric.za)**

**RFQ Closing Date: 06 February 2024 before 10:00 am**

**Compulsory Site briefing and Inspection: 01 February 2024 @ 10:00**

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

| Description  | Quantity | UoM |
|--|----------|-----|
| <b>Refurbishment of Various Laboratory</b>   |          |     |
| Further specification attached on <b>Appendix A</b>  |          |     |
| <b><u>Compulsory Requirement</u></b><br><br><b><u>Compulsory Site briefing/Inspection:</u></b><br><br>Venue: Old Olifantsfontein Road, Irene<br>Date: 01 February 2024<br>Time: 10:00 am |          |     |

2. The above specified goods/services should be delivered/rendered to:  
**Name of Institute: ARC: API**  
**Address : Old Olifantsfontein Road, Irene**

3. **Compulsory Requirements**

- **Compulsory briefing/ site inspection on:**
  - o 01 February 2024 @ 10:00 am
  - o ARC-AP (Irene Campus)
  - o Old Olifantsfontein Road, Irene
  - o Bidders must be at Main Building at 09:55 am.
- **2 reference letter for similar work done**
- **CIDB class of 3GB or higher**
- **Quotation must be detailed as possible and list everything**

4. **Technical Feasibility**

If a bidder does not comply fully with each of the compulsory requirements, it shall be regarded as mandatory non-performance/non-compliance and the bid shall be disqualified.

5. **Your written quotation should be sent to:**

**E Mail: [motubabp@arc.agric.za](mailto:motubabp@arc.agric.za)**

**6. Evaluation Criteria**

For procurement above R2000 but not exceeding R50million: 80/20 preferential procurement principle is applicable. A maximum of 20 points will be awarded to a tenderer/ service provider for the specific goals as follows:

| <b>RDP GOALS</b>   | <b>80/20</b> |
|--|--------------|
| HDI's (Who had no franchise on national elections before the 1983 and 1993 constitution) | 8            |
| Women  | 4            |
| Youth  | 4            |
| People with disabilities   | 2            |
| Implementation of RDP goals ( <b>The promotion of SMMEs</b> )                            | 2            |
| <b>Total number of points</b>  | <b>20</b>    |

**7 Standard conditions:**

- 1.1 The 30 days or above validity of the quotations must be indicated.
- 1.2 Prices quoted should be in South African Rand and inclusive of VAT costs such as delivery, insurance, taxes, etc.
- 1.3 No price adjustments or amendment of the delivery particulars contained in paragraph 2 will be considered by the ARC.
- 1.4 The supplier accepts full responsibility for the proper execution and fulfilment of the goods/services quoted for.
- 1.5 ARC reserves the right to accept or reject any special terms and conditions that may qualify the goods/services to be provided.
- 1.6 Quotes should be submitted on an official letterhead and duly signed

- 1.7 Goods and services should be supplied/rendered upon receipt of a purchase order from the ARC
- 1.8 The General Conditions of Contract issued by National Treasury are applicable.
- 1.9 The ARC supply chain management code of conduct is applicable.
- 1.10 Your quotation must indicate the delivery date.
- 1.11 The ARC reserve the right to do due diligence on the quotations.
- 1.12 The ARC reserve the right to benchmark prices quoted.
- 1.13 CSD registration summary report

Thank you in anticipation  
**Supply Chain Management: ARC**