



## REQUEST FOR QUOTATION FORM FOR GOODS AND SERVICES

### AGRICULTURAL RESEARCH COUNCIL (ARC)

RFQ-015861

Enquiries: Supply Chain Management

Tel: 012 672 9371

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

RFQ Closing Date: **04 September 2023 before 10:00 am**

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

Description	Quantity	UOM
<b>Ncera Building Maintenance</b>		
<ul style="list-style-type: none"><li>• The roofing is leaking, requires waterproofing.</li><li>• Some rafters have been removed by wind since they are very old, requires replacement</li><li>• Leaking of the toilet facilities, wasting water – requires plumbing services</li><li>• Some of the globes not working – Replacement of lights fitting and globes</li><li>• Tiling of floor and walls</li><li>• Holes on ceiling – Replacement of ceiling boards and painting</li><li>• Painting of the entire building</li></ul>		EA

**NB: The dates of delivery will be confirmed as soon as the order is placed.**

**2. Requirements**

- Valid CIDB grading of 1 GB should be submitted, failure to bidder will be disqualified.

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

**Name of Institute: ARC**

**Address** : Ncera Farm  
Eastern Cape, East London

**4. Compulsory briefing session**

**Date:** 30 August 2023

**Time:** 13H00

**Venue:** Ncera Farm  
Eastern Cape, East London

5. 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.

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

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

**1. Evaluation Criteria**

For procurement equals to R2000 but not above 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>
HDIs (people who had no franchise on national elections prior to 1994)	8
Women	4
Youth	4
People with disabilities	2
Implementation of RDP goals ( <b>The promotion of SMMEs</b> )	2

2. Standard conditions:

- 2.1 The 30 days or above validity of the quotations must be indicated.
- 2.2 Prices quoted should be in South African Rand and inclusive of VAT costs such as delivery, insurance, taxes, etc.
- 2.3 No price adjustments or amendment of the delivery particulars contained in paragraph 2 will be considered by the ARC.
- 2.4 The supplier accepts full responsibility for the proper execution and fulfilment of the goods/services quoted for.
- 2.5 ARC reserves the right to accept or reject any special terms and conditions that may qualify the goods/services to be provided.
- 2.6 Quotes should be submitted on an official letterhead and duly signed
- 2.7 Goods and services should be supplied/rendered upon receipt of a purchase order from the ARC
- 2.8 The General Conditions of Contract issued by National Treasury are applicable.
- 2.9 The ARC supply chain management code of conduct is applicable.
- 2.10 Your quotation must indicate the delivery date.
- 2.11 The ARC reserve the right to do due diligence on the quotations.
- 2.12 The ARC reserve the right to benchmark prices quoted.
- 2.13 CSD registration summary report

Thank you in anticipation

**Supply Chain Management: ARC**