

Supply, Delivery and Installation of electronic keying system for Central Office



AGRICULTURAL RESEARCH COUNCIL

REQUEST FOR QUOTATIONS

Supply , Delivery and Installation of Electronic Keying System for Central Office

Bidder's Name:.....

CSD number:

Total Price:

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1. BACKGROUND

The ARC – Central Office, situated at 1134 Park Street, Hatfield, Pretoria requests quotations for the supply, delivery and installation of an electronic keying system.

2. DETAILS OF REQUIREMENTS

SPECIFICATION AND PRICING SCHEDULE

- All cylinders must retrofit into existing doors and locks.
- All cylinders must be double knob cylinders.
- The product must offer fully electronic features such as
 - programmable access rights,
 - time scheduling,
 - audit trails,
 - blocking of lost keys. (deactivation must be instantaneous and remote)
- All keys must be supplied with a battery.
- The product must have NFC capabilities.
- The system must include portable GSM's with independent battery backup.
- GSM modules must support secure, encrypted communication to prevent unauthorized access.
- The system must be a web-based application as well as compatible with a mobile device.
- The system must be hosted in-house.
- The system must be scalable for future additional keys and locks.
- The system must include a low-battery alert feature.
- Multiple administrators with various access rights in the software.
- Water Resistant and dust resistant, not less than 63 IP rating.

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- Standard,3V battery integrated with a battery life of up to three years.
- Firmware updates must be included in the maintenance.

Item and Quantities	Description	Price (RAND)
14	Supply and install 14 programmable locks and keys	
1	Desk-top Programming device	
18	Batteries for the keys	
1	Software (once-off fee)	
1	License fees for 36 months	
1	Labour	
1	Maintenance and service fees for 36 months	
2 ppl	Training and Manuals	
1	Sundries	
1	Transport	
Total		

NB: ALL SERVICE PROVIDERS ARE REQUESTED TO QUOTE AS PER THE ABOVE ITEM DESCRIPTIONS AND ATTACH A DETAILED BILL OF QUANTITIES PER ITEM.

4. GUARANTEES

- ARC requires performance guarantees for all hardware for 12 months.
- The supplier shall stipulate the guarantee of the System according to ISO and SABS standards or any applicable related regulations or standards.
- The supplier shall in detail document what is covered by of the guarantee as well as the terms and conditions.

5. TERMS OF REFERENCES

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5.1 Contractors shall provide to the ARC (accompanying the bid document on the closing date/time) with the following administrative and compulsory information as listed in the below format:

- a) A valid Tax PIN number from SARS.
- b) Standard Bidding Documents (SBD forms)
- c) Central Supplier Database report (CSD report) showing a tax compliant status for the duration of the bidding process.

Note: Failure to submit the above-mentioned required information together with the bid document on the closing date may result in the contractor's bid to be rejected.

The following documents are required:

Document that must be submitted	Non-submission may result in disqualification.	
PSIRA Business Certificate	Yes / No	Bidders required to submit a certified copy of a PSIRA Business Registration certificate.
Three reference letters on similar projects	Yes / No	Bidders must submit three reference letters of successfully completed related or similar projects.
Tax Compliance Status Tax Clearance Certificate	Yes / No	Bidders must ensure compliance with TAX obligations. Bidders required to submit a printed Tax Compliance Status or Tax clearance certificate

A sole service provider letter is required.

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6. INSPECTION OF SITE AND EQUIPMENT

- A product demonstration is compulsory.
- Before bidding, bidders shall visit the site to make themselves conversant with the equipment to be installed and submit a quotation.

All bidders are kindly requested to attend a compulsory briefing session on **Wednesday, 26 February 2025 at 11:00**, 1134 Park Street, Hatfield, Pretoria.